

# SOUTHEASTERN

2017-2019 UNDERGRADUATE & GRADUATE CATALOG



*Southeastern takes you places!*



Southeastern Oklahoma  
State University

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# **Southeastern Oklahoma State University**

**2017 - 2019**

## **Undergraduate and Graduate Catalog**

**Accredited by:**

**The Higher Learning Commission  
230 South LaSalle Street, Suite 7-500  
Chicago, IL 60604  
1-800-621-7440/FAX: 312-263-0456**

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

Main switch board (580) 745-2000  
Correspondence should be addressed to:  
The Office or Department  
425 W. University Boulevard  
Southeastern Oklahoma State University  
Durant, OK 74701-3347

### Academic Information

Academic Affairs	745-2208
Adding/Dropping Classes	745-2165
Admissions	745-2166
Advanced Standing/Placement	745-2165
Career Management Services	745-2270
Certification (Teacher)	745-2652
Complete Withdrawal from University	
Office of the Registrar,	745-2165
Counseling Services	745-2988
Disability Services	745-3090
Educational Outreach	745-2200
Enrollment Office of the Registrar	745-2165
Fees-Business Office	745-2351 or 745-2850
Financial Aid	745-2186
Food Services (Sodexo)	745-2895
Graduate Studies	745-2200
International Student Admissions	745-2166
Medical Services (Student Health)	745-2867
Parking Registration Campus Police	745-2727
Public Information	745-2731
Registrar's Office	745-2165
Residence Life (Housing)	745-2948
Room Reservation for Student Activities	
Office for Student Life	745-2266
Room Reservation for Non-Student Activities	
Ballroom - Special Events	745-3210
Classrooms - Office of Academic Affairs	745-2216
Fine Arts Little Theatre	745-2088
Magnolia Room- Special Events	745-3210
Montgomery Auditorium	745-2735
Performing Arts Center	745-2735
Transcripts of Record Office of the Registrar	745-2165
Veterans Affairs	745-2174

# UNIVERSITY GOVERNANCE

Southeastern is a member of the Oklahoma state system of higher education. The legal control of the University rests in two boards: (1) The Oklahoma State Regents for Higher Education and (2) the Regional University System of Oklahoma.

## Oklahoma State Regents for Higher Education

The Oklahoma State Regents for Higher Education is the coordinating board for all public institutions of higher education in the state. The board consists of nine members who are appointed by the governor and confirmed by the state senate for nine-year terms, one expiring each year. The coordinating powers of the board include the right to prescribe standards for higher education, to approve programs of study and functions for public institutions of higher education, and to establish minimum standards for admission to public institutions in the state. The present membership is as follows:

- Mr. Andrew W. “Andy Lester ..... Edmond, Oklahoma
- Mr. Jay Helm..... Tulsa, Oklahoma
- Mr. Jeffrey W. Hickman ..... Fairview, Oklahoma
- Ms. Ann Holloway ..... Ardmore, Oklahoma
- Mr. John Massey ..... Durant, Oklahoma
- Mr. Joseph L. Parker, Jr ..... Tulsa, Oklahoma
- Major General Toney Stricklin ..... Lawton, Oklahoma
- Mr. Michael C. Turpin ..... Oklahoma City, Oklahoma
- Dr. Ronald H. White..... Oklahoma City, Oklahoma  
Chancellor
- Dr. Glen D. Johnson, .... Oklahoma City, Oklahoma

## Regional University System of Oklahoma

The Regional University System of Oklahoma is the governing board for the following Oklahoma state universities: Southeastern Oklahoma State University; University of Central Oklahoma, East Central University, Northeastern State University, Northwestern Oklahoma State University, and Southwestern Oklahoma State University.

The board consists of nine members, eight of whom are appointed by the governor and confirmed by the state senate for overlapping terms. The ninth member, the state super-intendent of public instruction, is ex officio. The functions of the board are to establish administrative

policies, to provide general supervision and control of the institution, and to approve financial and personnel matters of the institution upon the recommendation of the university president. The present membership is as follows:

- Mr. Lake Carpenter..... Elk City, Oklahoma
- Mr. Jeff Dunn ..... Tulsa, Oklahoma
- Ms. Joy Hofmeister ..... Tulsa, Oklahoma
- Ms. Jane McDermott .....Alva, Oklahoma
- Mr. Gary Parker ..... Tulsa, Oklahoma
- Mrs. Connie Reilly ..... Okemah, Oklahoma
- Mr. Mark Stansberry ..... Edmond, Oklahoma
- Mrs. Susan Winchester .....Chickasha, Oklahoma

## Executive Team

- Mr. Keith Baxter ..... Director of Athletics
- Dr. Tim Boatman .....Dean of Graduate School/E-Programming & Academic Support
- Mr. Sean Burrage ..... President
- Mr. Alan Burton..... Director of Public Information
- Dr. Byron Clark ..... Vice President for Academic Affairs
- Mr. Mike Davis .....Director of Compliance & Safety/  
Title IX Coordinator, Equity, Compliance and Safety
- Kristie Luke ..... Associate Dean of Academic  
Records/Registrar
- Ms. Liz McCraw ..... Dean of Enrollment Management
- Mr. Kyle Stafford....Executive Director of Advancement
- Mr. Dennis Westman ..... Vice President of Business  
Affairs / CFO

## Administrative Council

- Dr. Daniel Althoff .....Professor of Spanish
- Ms. Dyanna Bowen .....Administrative Assistant to the  
Executive President & Graduate Dean
- Mr. Sean Burrage ..... President
- Dr. Bill Carter ..... OSBDC State Director
- Dr. Meg Cotter-Lynch ..... Director of Honors Program  
Professor English, Humanities & Languages
- Dr. Kay Daigle..... Chair of Health, Physical Education  
&Recreation/Associate Professor
- Ms. Kelly D’Arcy .Director of Housing & Residence Life
- Ms. Stephanie Davison..... Director of Alumni Relations
- Dr. Brett Elliott.....Director of General Education  
Mathematics
- Mr. Mitchell Emberson... Student Activities Coordinator
- Ms. Kendra Gross. Director McCurtain County Campus
- Mr. Jody Hall..... Interim Chief of Police Campus Police  
and Safety
- Ms. April Lehrling.. Director Student Wellness Services

- Mr. Tony Lehrling.....Director of Financial Aid  
 Mr. Dan Moore..... Executive Director of Technology  
 Planning  
 Ms. Jennifer Moore ..... Payroll/Office Specialist  
 Dr. Chris Moretti..... Professor of Mathematics  
 Dr. Randy Prus ... Chair/Professor English, Humanities,  
 and Languages  
 Ms. Kay Lynn Roberts ....Director of Finance/Controller  
 Ms. Marjorie Robertson .... .Director Human Resources  
 Ms. Terri Rogers .. Executive Assistant to the President  
 Ms. Madi Schneider ..... Student Activities Coordinator  
 Mr. Dan Simmons .....Director Physical Plant  
 Ms. Christala Smith..... Director of the Center for  
 Instructional Development & Technology  
 Ms. Sandra Thomas ..... Director Henry G. Bennett  
 Memorial Library  
 Mr. Mark Webb .....Director of Development  
 Ms. Cherrie Wilmoth Associate Director for Compliance  
 & Internal Operations

## University Seal

Southeastern Oklahoma State University's hexagon shaped seal identifies it as one of six sister institutions by the Regional University System of Oklahoma. In the center is a replica of Morrison Hall, the building that is the embodiment of



Southeastern. At the bottom of the seal is a single magnolia blossom which represents the “Campus of a Thousand Magnolias.” At the hexagon’s center is a triangle, symbolizing the convergence of the geographic region’s three rivers—Red River, Blue River, and Washita River. At the base of the seal is the date of Southeastern’s founding, 1909. On either side of the seal, are two words—Progress and Education. Each word is given equal status, which conveys the message so boldly and simply: Progress through Education—Education through Progress.

# **General Information**

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**Current Institutional Mission**

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# General Information

## HISTORICAL PERSPECTIVE

### Community and Location

The University is linked by tradition to the geographic region of southeastern Oklahoma and north central Texas. Although new programs have produced many changes in the geographic origins and ethnic backgrounds of the student body, they are still primarily products of small towns and rural communities in Oklahoma and Texas. The present student body numbers approximately 4,100, representing 35 states and 32 foreign countries.

Located in the southeastern part of Oklahoma in the city of Durant, the University is 15 miles from the Oklahoma/Texas border; 90 miles north of Dallas, Texas; 148 miles southeast of Oklahoma City; and 12 miles east of Lake Texoma (one of the largest manmade lakes in the world with approximately 580 miles of shoreline). Durant is a city with a population in excess of 15,800. It is surrounded by productive farm land, excellent grazing land, three rivers, and a state park and recreational area. The economy of Durant is changing from one that has been primarily agricultural to one that is more diverse. This change has been influenced by the recreational opportunities at nearby Lake Texoma, which serves more than 5,000,000 visitors annually and by the presence of more than 300 business and industrial firms.

### History of Development

On March 6, 1909, the Second Oklahoma State Legislature approved an act designating Durant as the location for a normal school to serve the following 12 county region: Atoka, Bryan, Carter, Choctaw, Latimer, LeFlore, Love, Marshall, McCurtain, McIntosh, Pittsburg, and Pushmataha. Southeastern Oklahoma State University first opened its doors to students on June 14, 1909, as Southeastern State Normal School. The early program of instruction consisted of four years of high school and the freshman and sophomore college years. The first sessions of the school were held in temporary quarters pending completion of Morrison Hall in January, 1911, long known as the Administration Building.

The original purpose of Southeastern was the education of teachers for the public schools of Oklahoma. The two-year graduates were awarded life teaching certificates. In 1921, the institution became a four-year

college and was renamed Southeastern State Teachers College. The primary function remained that of teacher education, and the degrees of Bachelor of Arts in Education and Bachelor of Science in Education were authorized.

In 1939, the purpose of the college was expanded. Courses leading to two newly authorized non-education degrees—Bachelor of Arts and Bachelor of Science—were added. At this time, the college was renamed Southeastern State College. In 1954, the curriculum was enlarged by the addition of a graduate program leading to the Master of Teaching degree. In 1969, the name of the degree was changed to Master of Education.

On May 27, 1968, the Oklahoma State Regents for Higher Education designated Southeastern as an Area Community College. While retaining previous functions, the college moved in the direction of providing greater postsecondary educational opportunities by expanding its curriculum to include new programs in areas such as business, technology, aviation, and conservation.

In 1971, the Oklahoma State Regents for Higher Education requested that the state supported institutions of higher education review and evaluate their functions as members of the State System of Higher Education. Upon completion of the review, a comprehensive “Plan for the Seventies” was prepared by each institution and submitted to the Regents. On June 1, 1972, Southeastern submitted its plan to the Regents which was, subsequently, approved on March 29, 1973. The Master of Education degree was changed to the Master of Behavioral Studies and, subsequently, the University was approved to offer a graduate program in business which culminates in the degree of Master of Administrative Studies. Four options of the Master of Behavioral Studies degree were re-titled Master of Education in August, 1979.

On August 15, 1974, the name of Southeastern State College was changed to Southeastern Oklahoma State University by an act of the Oklahoma State Legislature. Since 1974, Southeastern, through institutional reorganizations, has continued to diversify, so that, presently, there are three academic schools: Arts and Sciences, Business, and Education and Behavioral Sciences.

The faculty and administration of Southeastern Oklahoma State University continue to review, evaluate,



and revise its curriculum to keep abreast with the changing times. In 1989, Southeastern was authorized to offer a specialty degree, the Bachelor of Music, and in 1991 the Music Education program was re-designated as the Bachelor of Music Education. In April 1997, the Oklahoma State Regents for Higher Education approved a Master of Business Administration program to replace the Master of Administrative Studies in Business, and five existing business programs were re-designated. A Bachelor of Arts in Spanish was added in February 2004. A Master of Science in Occupational Safety and Health was added in 2006 and a Master of Education-Math Specialist degree in 2008. In the Fall of 2010, the Master of Behavioral Studies was changed to a Master of Arts in Clinical Mental Health Counseling.

In the Fall of 2011, a Master of Science in Sport Studies and Athletic Administration were added. The Bachelor of Science in Early Intervention and Child Development was added in 2012.

In October 2014, a Master of Science in Native American Leadership was added and a Master of Music Education in April 2015. A Master in Early Intervention and Child Development was added in February 2017 and a Bachelor of Science in Health and Human Performance in December 2017.

## Growth

One hundred years have passed since Southeastern first opened its doors. The 20 acres and no buildings of 1909 have expanded to approximately 268 acres and 80 buildings. The 39 faculty members and 324 students have increased to approximately 140 full-time and 136 part-time faculty members and 4,100 students. Total assets of the University have grown from less than \$1,000 in 1909 to over \$104,388,588 in 2012.

## Current Institutional Mission

Southeastern Oklahoma State University provides an environment of academic excellence that enables students to reach their highest potential. By having personal access to excellent teaching, challenging academic programs, and extracurricular experiences, students will develop skills and habits that promote values for career preparation, responsible citizenship, and lifelong learning.

## Scope and Function

The major emphasis at Southeastern continues to be a quality undergraduate education. The University offers an array of baccalaureate-level programs that prepare students for a changing society. In addition, selected graduate level programs are provided to serve the needs of the region.

In fulfilling its mission, Southeastern fosters the region's cultural opportunities, economic growth, environmental quality, scientific and technological progress, as well as social and personal well-being.

Consistent with Southeastern's mission and regional focus, the University concentrates on achieving the following objectives:

For students Southeastern will:

1. Provide an opportunity to succeed through a challenging, learner-centered academic environment.
2. Offer an undergraduate foundation in the liberal arts and sciences, with an emphasis on integrating critical thinking, communication skills, and appropriate technological applications into the curriculum across all disciplines.
3. Provide a general education program that familiarizes students with major areas of scholarship.
4. Provide professional, academic, and career-oriented undergraduate and graduate programs to meet the changing needs of the workforce.
5. Provide an environment for non-academic experiences, which fosters the development of personality, social living and effective citizenship.
6. Present a system of governance that provides reliable information and, as appropriate, involves the students in the decision-making process.
7. Actively recruit traditionally under-represented students and offer scholarship programs to attract students of various socioeconomic and academic levels.

For the faculty and staff Southeastern will:

1. Provide opportunities for professional development.
2. Use assessment to improve student learning and effective teaching.
3. Adhere to well-defined organizational structures, policies, and procedures.
4. Adapt to a changing higher education environment.

5. Administer a system of shared governance that provides dependable information to the institution's constituencies.
6. Nurture a campus community responsive to the needs of a diverse population.

For the region Southeastern will:

1. Provide in-service instruction for educators and other professionals needed to make Southeastern competitive in national and world markets.
2. Continue its historical preparation of quality educators for Oklahoma.
3. Provide advanced graduate studies and research in areas of particular strength and need for the region and the state of Oklahoma.
4. Provide opportunities for global awareness.
5. Share human, academic, and technological resources with schools, industries, and public agencies through economic development, partnerships, and outreach activities.
6. Serve as a cultural, artistic, and information center.

## Assessment Policy

The Oklahoma State Regents for Higher Education and The Higher Learning Commission: A Commission of the North Central Association of Colleges and Schools require accredited colleges and universities to conduct periodic assessments of their students for the purpose of monitoring and improving their educational programs.

All students at Southeastern are required to participate in a variety of assessment activities. Upon admission to Southeastern basic skills testing is required in English, mathematics, reading, and science for placement purposes. Mid-level testing of freshmen, sophomores, juniors and seniors is conducted to assess general education skills in the areas of reading, writing, mathematics, and science and critical thinking. Exit-level assessment is conducted during the senior year in the major field. Assessments within the major may also be required at other times. In addition to the above activities, students are required to respond to surveys and submit samples of their work for portfolios.

## Affiliation and Accreditation

Southeastern Oklahoma State University is a member of the Oklahoma System of Higher Education and is accredited by The Higher Learning Commission: A Commission of the North Central Association of Colleges and Schools, American Association of Colleges for

Teacher Education, American Council on Education, National Commission on Accrediting, and the Council for the Accreditation of Educator Preparation. Southeastern is also accredited by the Oklahoma State Board of Education with respect to the program of preparation for all elementary and secondary teachers' certificates which it offers. Through its accreditation efforts with The Higher Learning Commission and approved by the Oklahoma Regents for Higher Education, Southeastern is an institution of higher education granting bachelor's and master's degrees.

In addition to the above accreditation, the Clinical Mental Health Counseling Master of Arts Degree is accredited by the Council for Accreditation of Counseling and Related Educational Programs; the Department of Music in the School of Arts and Sciences is accredited by the National Association of Schools of Music; and the School of Business is accredited by the Association of Collegiate Business Schools and Programs to offer the following business degrees: The Bachelor of Business Administration (B.B.A.) with majors in Accounting, General Business, Finance, Management and Marketing and the Master of Business Administration (M.B.A.) The School of Business is also accredited by the Association to Advance Collegiate Schools of Business, and the Aviation Sciences Institute is accredited by the Aviation Accreditation Board International.

## University Faculty

The faculty at Southeastern is one of the University's fundamental strengths, and is dedicated to the students, the University, and the region. Of the 144 members, the majority have completed their doctorates or are in advanced stages of their doctoral programs. The faculty's mean age is about 51 and represents a cross section of our world and society. Degrees have been earned at universities such as Auburn, Baylor, Duke, Florida, Georgia, Louisiana State, New Mexico State, Oklahoma, Oklahoma State, Purdue, Tarleton, Texas, etc.

The faculty is well qualified to carry out the programs of the University and is concerned with maintaining courses which are timely and draw upon the latest findings in their field. Many of the faculty continue to upgrade their credentials by attending summer courses, as well as pursuing independent reading and research programs in their disciplines. The University faculty exhibit a genuine concern for the personal and professional development of their students.

## Faculty and Administrative Committees

The committee organization of the faculty is outlined in the Academic Policies and Procedures Manual. The functions and makeup of the committees are the responsibility of the faculty. Certain ad-hoc and administrative committees are appointed to carry out functions not specifically assigned to one of the committees of the faculty. The committee membership list, which includes faculty, students, and alumni, is updated and published at the beginning of each academic year.

## Library

The Henry G. Bennett Memorial Library provides materials and services to meet the information needs of faculty and students, both on campus and remotely. The library is open seventy-nine hours a week with Reference Services available sixty-eight hours a week by a librarian. In addition to face-to-face instruction, the library provides online tutorials to assist distance education students.

The library's collection holds more than 191,501 monograph volumes, over 590,000 microform units, and subscriptions to 2,344 periodical titles. The library serves as a regional depository and review center for Oklahoma State adopted textbooks and is a United States Government Document Depository, which selects about thirty percent of government publications annually, giving a collection total of over 139,000 items. The Library also serves as a depository of Oklahoma State Documents, with a collection of over 10,350 documents.

The Library belongs to AMIGOS Bibliographic Network and is a member of OCLC. The Library has signed reciprocal agreements with both networks to provide and receive materials to and from other member libraries within the state and nation. Interlibrary Loan request forms are available in electronic format through the Public Access Catalog, electronic resources, and the ILL webpage.

The library subscribes to a number of electronic resources that are accessible from the webpage including: EBSCOHost, JSTOR, ACS Chemistry, Communication and Mass Media Complete, Computers and Applied Sciences Complete, BioOne, JoVE, Daily Oklahoman Archives, MLA, Oxford Music Online, and PsycARTICLES.

The library continues to grow and embrace technology to provide superior quality service to

Southeastern users. The library houses 48 pods equipped with computers (both Dell and Mac), printers and scanners. Students have access to the Internet, the library's electronic resources and online databases, and several software programs such as the Microsoft Office Suite of Programs (Word, Powerpoint, Excel, Access, Publisher, and Outlook)

The library houses the Textbook Reserve Program (TRP) which provides textbooks for all general education classes, remedial classes, and other selected undergraduate classes. Textbooks may be checked-out for a two-hour period for in-house use only.

## Distinguished Alumni

Each year, Southeastern's Alumni Association accepts nominations for the University's Distinguished Alumni Award. One or more graduates are selected as Distinguished Alumni, the highest honor awarded at Southeastern, and recognized for exceptional service to humanity.

During Southeastern's yearly homecoming celebration, all graduates and former students are invited to attend a luncheon in honor of Distinguished Alumni who have been selected for recognition.

Photos of all Distinguished Alumni and plaques bearing their names remain on permanent display in Southeastern's Administration Building.

### Distinguished Alumni

1973	Dr. E. T. Dunlap
1974	Joe F. Gary
1975	Dr. Leslie Fisher
1976	General Ira C. Eaker
1977	W. R. Bradford, D.D.S.
1978	Priscilla Utterback
1979	Rector Swearingin
1979	W. K. Haynie, M.D.
1980	Dr. Earl Willhoite
1980	Dr. Lara Hoggard
1981	Ruth G. Pendleton
1982	Robert F. (Buddy) Spencer
1983	Earle Williams, D.D.S.
1984	John Massey
1985	David Williams
1985	Reba McEntire
1985	Oscar S. Gellein
1986	Owen (Bill) Seeds
1987	Don Sands
1988	Flodelle Dyer
1988	Governor Raymond Gary
1988	Bill McCalib

1988 Sam Lee Pool, M.D.  
 1989 William Allen Crutcher  
 1989 Jack Van Doren Hough, M.D.  
 1990 Dr. Leonard Campbell  
 1990 James Seigle  
 1991 Brett Butler  
 1992 Colonel James P. Hanny  
 1993 Dr. Roy Troutt  
 1993 Senator Darryl Roberts  
 1994 Mick Thompson  
 1994 Dr. Bill J. Lillard  
 1995 Don Carpenter  
 1996 Dr. W. Scott Nobles  
 1996 Dr. Gerald H. Sanders  
 1997 Pat Phelps  
 1997 Otho "Sweetpea" Curtis  
 1998 Mr. Noel Wall  
 1998 Regent Joe Paul Hemphill  
 1998 The Honorable Mike Burrage  
 1999 Dr. Dina Stallings  
 1999 Mr. Guy Davis  
 1999 Mr. Albert Brigance  
 2000 Captain Deborah McCoy  
 2000 Dr. Truman Wester  
 2000 Chief Greg Pyle  
 2001 Dr. Richard Clay  
 2001 Lieutenant General Edward Hanlon, Jr.  
 2001 Mr. Allen Wheeler  
 2002 Dr. Henry Scott  
 2002 Mr. Evert Tigner  
 2003 Mrs. Glenda Sullivan  
 2003 Dr. James Miller  
 2004 Mr. Mike Bailey  
 2004 Mr. Erwin J. "Buddy" Wagner  
 2004 Ms. Sharla Frost  
 2005 Mr. Bob Rabon  
 2005 Mr. Bob Ledbetter  
 2006 Dr. Jimmy Ballard  
 2006 Mrs. Billie Letts  
 2006 Dr. Joe Wiley  
 2007 Mr. James Dan Batchelor  
 2007 Mr. Brian Campbell  
 2007 The Honorable Terry Matlock  
 2008 Senator Jay Paul Gumm  
 2008 Dr. Chris Muzny  
 2008 Dr. Jeretta Horn Nord  
 2009 Dr. Cordell Adams  
 2009 Mr. Butch Arnett  
 2009 Sen. Johnnie Crutchfield  
 2010 Mr. Jerry Buchanan  
 2010 Mr. Keith Alan Russell  
 2010 Mr. Danny Gene Tuckness Jr.  
 2011 Major General James E. Chambers  
 2011 Mr. Greg Armstrong  
 2011 Representative John Carey  
 2012 Mr. Towana Spivey  
 2012 Ms. Gail Gorski  
 2012 Mr. Steve Robinson  
 2013 Dr. Jim Barnes  
 2013 Assistant Chief Gary Batton  
 2013 Mr. Rob Wells  
 2014 Dr. Jesse Arnold

2014 Ms. Josephine Wildcat Bigler  
 2014 Dr. David Whitlock  
 2015 Mr. Frank T. Fietz  
 2015 Ms. Sue Wilson Stafford  
 2016 Mr. William Fahrendorf  
 2016 Mr. William "Bill" Groom  
 2016 Mr. Lee Lipscomb

**Distinguished Former Faculty**

1990 Dr. Alvin White (Deceased)  
 1993 Dr. Linnie Ruth Hall (Deceased)  
 1994 Dr. Francis Revis (Deceased)  
 1994 Dr. Eugene Slaughter (Deceased)  
 1995 Dr. Earl Kilpatrick (Deceased)  
 1995 Dr. John Krattiger (Deceased)  
 1996 Dr. Lewis Barker (Deceased)  
 1996 Mr. Max McClendon (Deceased)  
 1997 Mrs. Lois Crow (Deceased)  
 1997 Dr. Carl McCoy (Deceased)  
 1998 Dr. Paula Platter  
 1998 Dr. Molly Risso (Deceased)  
 1998 Dr. Ernest Sturch  
 1999 Dr. Collin Bowen  
 1999 Mr. Tom Houston (Deceased)  
 1999 Dr. Kathy Meadows (Deceased)  
 1999 Mr. James D. Morrison (Deceased)  
 2000 Dr. Edward L. Byrd (Deceased)  
 2000 Dr. Roberta Wescott  
 2001 Dr. Don Hazell (Deceased)  
 2001 Mr. Arnold Walker  
 2002 Dr. C. Henry Gold  
 2002 Mr. Howard Starks (Deceased)  
 2003 Dr. Joe Littlejohn  
 2003 Dr. Dovie Walker  
 2004 Dr. Doyle Bostic (Deceased)  
 2004 Mr. Kenneth Peters (Deceased)  
 2004 Dr. Elizabeth Walters  
 2005 Ms. Doris Andrews  
 2005 Dr. Wade Baskin (Deceased)  
 2005 Dr. Connie Taylor  
 2005 Dr. R. John Taylor (Deceased)  
 2006 Dr. Paul Mansur (Deceased)  
 2006 Dr. Edwardine McCoy Fox (Deceased)  
 2007 Dr. Sam Bigham  
 2007 Dr. L. David Norris  
 2007 Dr. Donald Parham (Deceased)  
 2008 Dr. Mary Hitchcock  
 2008 Mr. Rade Radasinovich  
 2009 Mr. Claude Adams (Deceased)  
 2009 Mrs. Jeanette Engles  
 2009 Dr. Jack L. Robinson (Deceased)  
 2010 Dr. C.W. Mangrum (Deceased)  
 2010 Dr. Merle McElroy-Dunlap  
 2010 Dr. James C. Milligan (Deceased)  
 2011 Dr. Don Collier (Deceased)  
 2011 Dr. Don Ferguson (Deceased)  
 2012 Dr. Walter Britt  
 2012 Dr. Elbert Hill  
 2012 Dr. Pat Robbins  
 2013 Dr. Jan Dill  
 2013 Dr. Ken Washburn  
 2013 Dr. John "Rick" Wright

2014	Dr. Pat Dunham
2014	Dr. Phil Dunham (Deceased)
2014	Dr. Robert Oliver
2015	Mrs. Betty Wintle
2015	Dr. George Collier
2015	Dr. Flavil George
2016	Dr. Gordon Eggleton
2016	Dr. James R. Wintle (Deceased)

## Faculty Hall of Fame

The induction of these six great teachers into our Faculty Hall of Fame does not confer fame upon them; rather it acknowledges the fame they already have. They earned this fame; they touched the lives of thousands during their years of service. Those thousands hold them in vivid memory, recalling them with gratitude and affection. There is no fame more precious.

### Faculty Hall of Fame

Dr. Wade Baskin

Dr. Leslie Dwight

Mrs. Floy Perkinson Gates

Mr. Thomas Allen Houston

Dr. James D. Morrison

Dr. Eugene E. Slaughter

# FACULTY

**AARON L. ADAIR** (2007), Professor of Musical Theatre; Director of Chorvettes; B.A., B.M., Southeastern Oklahoma State University; M.A., Texas A&M University - Commerce; Ph.D., The University of Texas at Dallas.

**STANLEY J. ALLUISI** (1998), Professor, Aviation Sciences Institute; Chair, Department of Aviation Management & Graduate Program; Co-Director, Aviation Sciences Institute; B.S., University of Maryland; M.S., Ed.D., Oklahoma State University.

**FRANCIS D. (DANIEL) ALTHOFF** (1998), Professor of Spanish; B.A., M.A., Florida State University; Ph.D., University of Florida.

**LAURA ATCHLEY** (2014), Assistant Professor of Psychology; B.A., University of Tulsa; M.S., Northeastern State University

**JEREMY (BO) ATTERBERRY** (2013), Instructor of Health, Physical Education, and Recreation; Head Football Coach; B.S., M.Ed., Southeastern Oklahoma State University.

**JANET L. BARKER** (2006), Professor of English; B.A., Hardin-Simmons University; M.A., Ph.D., Texas A&M University – College Station.

**BRIANNA BARRY** (2014), Instructor of Health, Physical Education, and Recreation; Head Volleyball Coach; B.S., Florida State University; M.S., Southeastern Oklahoma State University

**JEREMY B. BLACKWOOD** (2010), Associate Professor of Voice; B.M.E., Arkansas State University; M.M., University of North Texas; D.M.A., University of North Texas.

**TASCHA BOND** (2014), Instructor of Journalism; Advisor of Student Publications; B.A., Southwestern Oklahoma State University; M.A., The University of Oklahoma.

**RYAN BOWEN** (2013), Instructor of Health, Physical Education, and Recreation; Assistant Baseball Coach; B.S., Southeastern Oklahoma State University; M.Ed., East Central University.

**CHRIS W. BRADSHAW** (1998), Associate Professor of Occupational Safety and Health; B.S., Harden Simmons University; M.S., Oklahoma University Health Science Center; Medical Technologist (ASCP); Certified Environmental Auditor; Ed.D., Texas A&M University - Commerce.

**RICHARD T. BRALEY** (2010), Associate Professor of Occupational Safety and Health; B.S., Southeastern Oklahoma State University; M.L.S., The University of Oklahoma; Ed.D., Texas A&M University - Commerce.

**LINDA BRESSLER** (2017), Professor of Accounting; B.S., B.B.A, Clark University; M.B.A., Thomas College; D.B.A., University of Sarasota; Certified Internal Auditor; Certified Fraud Examiner.

**MARTIN S. BRESSLER** (2010), John Massey Endowed Chair; Professor of Marketing and Management; B.A., Worcester State College; M.B.A., Anna Maria College; Advanced Professional Certificate, Suffolk University; Ed.D., University of Sarasota. Professional Certified Marketer, The American Marketing Association.

**CHARLES BURKS** (2014), Instructor of Health, Physical Education, and Recreation; Assistant Football Coach; B.S., M.S., East Central University.

**BRANDON R. BURNETTE** (2000), Associate Professor; Government Documents Librarian; B.S., Texas Christian University; M.S.L.S., University of Kentucky.

\***LILA K. (KITTY) CAMPBELL** (1997), Professor of Management; B.S., Texas A&M University – College Station; M.A.S., Southeastern Oklahoma State University; Ed.D., Texas A&M University - Commerce.

**MOHAMED CHEHBOUNI** (2006), Associate Professor of Chemistry; Diploma Chemical Engineering, Aachen University of Applied Sciences; Ph.D., Oklahoma State University.

**HAN-SHENG CHEN** (2013), Assistant Professor of Finance; B.B.A., National Taipei University; M.B.A., Tamkang University; Ph.D., The University of Texas at Arlington.

**BRYON K. CLARK** (1990), Professor of Biological Sciences; Associate Vice President for Academic Affairs/Dean of Graduate Studies; B.A., Central College-Iowa; M.S., Western Illinois University; Ph.D., Kansas State University; Postdoctoral Research, Oklahoma State University.

**FENDRICH (RANDY) CLARK** (2014), Associate Professor of Communication; Speech and Debate Coach; B.A., University of Mt. Union; M.A., University of Akron; Ph.D., Duquesne University.

**ERICA A. CORBETT** (1999), Professor of Biology; B.S., University of Michigan; M.S., Ph.D., Illinois State University.

**MARGARET W. COTTER-LYNCH** (2005), Professor of English; B.A., Brown University; M.A., Ph.D., University of Michigan.

**SAMANTHA J. COTTON-BLACK** (2007), Instructor of Health, Physical Education, and Recreation; Assistant Women's Basketball Coach; A.A., Northeastern Oklahoma A&M College; B.S., M.Ed., Southeastern Oklahoma State University.

**KAY D. DAIGLE** (2008), Associate Professor of Health, Physical Education, and Recreation; B.A., M.A., Southeastern Louisiana University; Ph.D., Louisiana State University.

**GREG DAWSON** (2016), Assistant Professor/Reference & Instruction Librarian; B.A., B.B.A., Austin College; M.L.S., University of North Texas.

**CORLYSS (CORIE) A. DELASHAW** (1994), Instructor of History; B.A., M.Ed., Southeastern Oklahoma State University; graduate study, University of North Texas.

\***DIANE M. DIXON** (1994), Professor of Biological Sciences; B.S., State University of New York at Geneseo; Ph.D., University of Missouri at Columbia.

**REBECCA DOYAL-MEYER** (2015), Instructor of English; Learning Center Liaison; B.A., East Central University; M.A., Texas Woman's University.

**BLYTHE A. DUELL** (2008), Associate Professor of Psychology; B.S., University of Wyoming; M.S., Ph.D., Washington State University.

**JACOB DURHAM** (2017), Assistant Professor of Aviation Management; B.S., Utah Valley State College; M.S., Embry Riddle Aeronautical University.

**TRISTAN A. EGGNER** (2012), Associate Professor of Music; Music Theory; Director of Jazz Band; B.M., Lawrence University; M.M., D.M.A., State University of New York, Stony Brook.

**BRETT M. ELLIOTT** (1987), Professor of Mathematics; B.S., Southeastern Oklahoma State University; M.S., University of Arkansas; Ph.D., University of North Texas.

**STEVEN W. EMGE** (1996), Professor of Music; B.M.E., M.M.E., Drake University; M.M., Ph.D., The University of Iowa.

**RONALD (RON) FAUBION** (1996), Instructor of Health, Physical Education, and Recreation; Head Softball Coach; B.S., Oklahoma State University; M.S., Southwestern Oklahoma State University.

\***JOHN B. FLIPPEN** (1995), Professor of History; B.A., Washington and Lee University; M.A., University of Richmond; Ph.D., University of Maryland.

**WILLIAM L. FRIDLEY** (1999), Professor of Education; B.S., The Ohio State University; M.Div. and Th.M., Grace Theological Seminary; Ph.D., The Ohio State University.

**KARL H. FRINKLE** (2005), Professor of Mathematics; B.S., M.S., Eastern Michigan University; Ph.D., University of New Mexico

**KELLY GAMBLE** (2014), Instructor of Communication, English and Humanities; B.A., Nevada State College; M.F.A., Southern New

Hampshire University; M.A., California State University – Dominguez Hills.

**\*TERESA A. GOLDEN** (2006), Professor of Biological Sciences; Chair, Department of Biological Sciences; B.S., State University of New York at Albany; M.S., Ph.D., University of Rochester.

**MICHAEL (KELLY) GREEN** (2011), Instructor of Health, Physical Education, and Recreation; Head Men's Basketball Coach; B.S., Northwestern Oklahoma State University; M.A., Oklahoma City University.

**DARIN R. GROVER** (2005), Instructor of Health, Physical Education, and Recreation; Head Women's Basketball Coach; A.S., Northeastern Oklahoma A&M College; B.S., Oklahoma State University; M.S., Northeastern State University.

**CHARLA R. HALL** (1998), Professor of Psychology; B.S., M.S., Ph.D., Oklahoma State University.

**KATHLEEN HARDGROVE** (2007), Associate Professor of Communication and Theatre; B.A., Southeastern Oklahoma State University; M.F.A., Louisiana State University.

**THOMAS W. HARVEY, JR.** (2014), Assistant Professor of Educational Administration; B.S., Lamar University; M.Ed., McNeese State University; E.d.D., Texas A&M University, College Station, Texas.

**JOHN HEAVNER** (2014), Instructor of Health, Physical Education, and Recreation; Assistant Football Coach; B.A., M.Ed., East Central University.

**TARA HEMBROUGH** (2014), Assistant Professor of English; B.A., Evangel University; M.A., Western Illinois University; M.F.A., Texas State University; Ph.D., Oklahoma State University.

**JENNIFER L. HICKS** (2004), Associate Professor of Psychology; B.A., Southeastern Oklahoma State University; M.S., Ph.D., Oklahoma State University.

**KATHLEEN HOGAN** (2015), Assistant Professor of Special Education; B.S., M.Ed., Ph.D., University of North Texas.

**ROBERT HOWARD** (2013), Instructor of Management and Marketing; MBA Director; B.B.A., M.B.A., Southeastern Oklahoma State University.

**GEORGE C. JACOX** (1992), Assistant Professor, Aviation Sciences Institute; Chair, Department of Aviation Flight; Co-Director, Aviation Sciences Institute; B.S., M.B.A., Southeastern Oklahoma State University.

**CRYSTAL JENSEN** (2015), Assistant Professor of Instructional Technology; B.A., M.Ed., California Lutheran University; Ed.D., Pepperdine University.

**\*WAYNE D. JONES** (1998), Professor of Occupational Safety and Health; Chair, Department of Occupational Safety and Health; B.S. Southeastern Oklahoma State University; M.S., Central Missouri State University; M.A., Southwestern Baptist Theological Seminary; Ed.D., Texas A&M University - Commerce.

**COURTNEY KERNEK** (2014), Associate Professor of Marketing; B.B.A., M.B.A., Ph.D., Texas A&M University – Commerce.

**JAMES L. KNAPP** (1996), Professor of Sociology; B.B.A., M.S., Harding University; Ph.D., University of North Texas.

**RODNEY LEIRD** (2011), Assistant Professor of Management and Marketing; B.S., Oklahoma State University; M.B.A., Our Lady of the Lake University.

**WAYNE LEVINS** (2014), Instructor of Occupational Safety and Health; B.S., California State University – Los Angeles; M.P.A., California State University – Northridge.

**YING LIN** (2014), Associate Professor of Finance; B.B.A., National Chung-Hsing University; M.B.A., University of Dallas; Ph.D., Old Dominion University.

**BRAD B. LUDRICK** (2005), Professor of Biological Sciences; B.S., M.S., Southeastern Oklahoma State University; Ed.D., Texas A&M University - Commerce.

**AMY MADEWELL** (2014), Assistant Professor of Psychology; B.A., University of North Texas; M.S., Ph.D., Oklahoma State University.



**ALISTAIR S. MAEER** (2008), Associate Professor of History; B.A., William Jewell College; M.A., University of Toronto; Ph.D., University of Texas at Arlington.

**CHARLES A. MATTHEWS** (1997), Professor of Mathematics; Chair, Department of Mathematics; B.S., Baylor University; M.S., Ph.D., Oklahoma State University.

\***EDWARD D. MAUZEY** (2000), Professor of Counseling; Chair, Department of Behavioral Sciences; B.A., Ambassador College, M.A., University of San Francisco; Ed.D., Texas A&M University – Commerce.

\***ROBERT S. (STEWART) MAYERS** (2001), Professor of Education; B.A., Baylor University; M.Ed., Southeastern Oklahoma State University; Ed.D., University of Georgia.

\***BARBARA MCCLANAHAN** (2008), Associate Professor of Elementary Education; B.A., Texas Technological College, M.S., Ed.D., Texas A&M University – Commerce.

**SHANNON K. MCCRAW** (1998), Professor of Communication; Sponsor of Rising Sun Public Relations; B.A., Southeastern Oklahoma State University; M.S., University of North Texas; Ph.D., The University of Oklahoma.

**DAVID S. MCKIM** (1995), Associate Professor of Chemistry; B.S., University of Central Arkansas; Ph.D., University of Arkansas.

\***DELL O. MCLAIN** (1998), Professor of Theatre; Chair, Department of Art, Communication and Theatre; Director of Theatre; Director of Broadcasting; B.A., Southeastern Oklahoma State University; M.F.A., University of New Orleans.

\***GLENN P. MELANCON** (1995), Professor of History; Chair, Department of Social Sciences; B.A., M.A., University of Southwest Louisiana; Ph.D., Louisiana State University.

**JOSIE L. MENDENALL** (2007), Instructor of Biological Sciences; B.S., M.T., Southeastern Oklahoma State University.

**TERRY (MIKE) METHENY** (1975), Instructor of Health, Physical Education, and Recreation; Head Baseball Coach; B.S., M.Ed., Southeastern Oklahoma State University.

**STEPHANIE METTS** (2015), Instructor of Accounting; B.B.A., M.B.A., Southeastern Oklahoma State University.

**JOHN B. MISCHO** (1992), Professor of English; B.A., M.A., Marquette University; Ph.D., State University of New York at Buffalo.

**CHRISTOPHER P. MORETTI** (1997), Professor of Mathematics; B.A., Alfred University; Ph.D., University of Colorado at Boulder.

**SUSAN L. MORRISON** (2004), Professor of Elementary Education; B.S., M.Ed., Southeastern Oklahoma State University; Ed.D., Texas A&M University – Commerce.

**JOSHUA H. NANNESTAD** (2014), Assistant Professor of Music; B.M.E., St. Olaf College; M.M.E., Gordon College; D.M.A. Boston University.

\***GEORGE V. (NICK) NICHOLS** (2001), Professor of Occupational Safety and Health; B.S., M.S., Murray State University – Kentucky; Ed.D., University of Arkansas.

**MELLENA NICHOLS** (2014), Instructor of Occupational Safety and Health; B.S., Southeastern Oklahoma State University; M.S., Eastern Kentucky University.

**MARIBETH NOTTINGHAM** (2012), Assistant Professor of Elementary Education; B.S., M.Ed., Ed.D., Texas A & M University – Commerce.

**JACK A. OUSEY** (2001), Professor of Art; B.F.A., University of Manitoba, Winnipeg MB, Canada; M.F.A., University of North Dakota.

\***NANCY L. PAIVA** (2002), Associate Professor of Chemistry; MCSO Endowed Professorship in Biomedical Sciences; B.S., Harvey Mudd College; Ph.D., Massachusetts Institute of Technology.

\***TIM M. PATTON** (1998), Professor of Biological Sciences; B.S., Arkansas Tech University; M.S., Ph.D., University of Wyoming.

**HALET G. POOVEY** (2007), Associate Professor of Occupational Safety and Health; B.S., Rhodes College; M.S., Sc.D., Tulane University.

**LARRY J. PRATHER** (2006), John Massey Endowed Chair; Professor of Finance; B.S., Regent College; M.B.A., M.A., Ph.D., Old Dominion University.

**RANDY T. PRUS** (1991), Professor of English; Chair, Department of English, Humanities, and Languages; B.A., Rutgers University; M.A., New York University; Ph.D., State University of New York at Buffalo.

**LIE QIAN** (2006), Associate Professor of Computer Science; B.E., Tongji University; M.S., University of Texas at Dallas; Ph.D., University of Texas at Dallas.

**RYAN QUINN** (2013), Instructor of Health, Physical Education, and Recreation; Assistant Men's Basketball Coach; B.S., University of Oklahoma; M.Ed., University of Central Oklahoma.

**PATRICK REARDON** (1991), Professor of Mathematics; B.S., M.S., Ph.D., Auburn University.

\***MICHAEL E. REED** (2007), Associate Professor of Health, Physical Education, and Recreation; B.A., Oklahoma Baptist University; M.S., Oklahoma State University; Ph.D., Texas Woman's University.

**JON K. REID** (1993), Professor of Psychology and Counseling; B.A., Midwestern State University; M.A., Southwestern Baptist Theological Seminary; Ph.D., Texas Woman's University. Additional Graduate Study at Southern Methodist University and Meadville Lombard Theological School.

\***STANLEY A. RICE** (1998), Professor of Biological Sciences; B.A., University of California at Santa Barbara; Ph.D., University of Illinois at Urbana-Champaign.

**RHONDA J. RICHARDS** (2017), Assistant Professor of Accounting; B.S., Southeastern Oklahoma State University; M.B.A., Southwest Baptist University; Ph.D., University of North Texas.

**RILEY H. RISSO-COKER** (2007), Associate Professor of Theatre; Director of Dance; Director of Oklahoma Shakespearean Festival; B.A., Southeastern Oklahoma State University, M.F.A., California State University.

**MICHAEL W. SCHEUERMAN** (2015), Instructor of Music, Director of Bands; B.M.E. Oklahoma State University; M.A., Eastern Michigan University; D.M.A., Texas Tech University.

**WILMA J. SHIRES** (2007), Assistant Professor of English; B.A., Southeastern Oklahoma State University; M.A., Ph.D., Texas A&M University - Commerce.

\***LAWRENCE S. SILVER** (2006), John Massey Endowed Chair; Professor of Management and Marketing; B.A., Tulane University; M.A., M.B.A., D.B.A., Louisiana Tech University.

**JOEL (TIM) SMITH** (1995), Professor of Chemistry; Engles Endowed Chair in Biomedical Science; Chair, Department of Chemistry, Computer and Physical Sciences; B.S., Southeastern Oklahoma State University; Ph.D., Oklahoma State University.

**CHAD W. SPEER** (2010), Instructor of Health, Physical Education, and Recreation; Assistant Football Coach; B.A., William Jewell College; M.S., Northwest Missouri State University.

**MARK B. SPENCER** (2001), Associate Professor of English and Humanities; B.A., M.A., University of North Texas; M.A., The Ohio State University; A.M., University of Illinois at Urbana-Champaign; Ph.D., University of Kentucky; Ph.D., University of Arkansas.

**WILL JAMES STACEY** (2013), Assistant Professor of Theatre; Technical Theatre Director; Director of Facilities Management; B.A., Southeastern Louisiana University; M.F.A., Western Illinois University.

**HALLIE E. STEPHENS** (2007), Associate Professor of Sociology and Criminal Justice; B.A., Southeastern Oklahoma State University; M.A., Ph.D., The University of Oklahoma.

**\*ROBERT E. STEVENS** (2006), John Massey Endowed Chair; Professor of Business; B.A., Arkansas State University; M.B.A., Ph.D., University of Arkansas.

**JERRY STOUT** (2014), Assistant Professor of Education and Educational Administration; B.S., M.Ed., Ed.D., Texas A&M University – Commerce.

**KATE E. STUBBS** (2015), Instructor of Music; Collaborative Pianist; Staff Accompanist; B.M., M.M., Bowling Green University; D.M.A., University of Texas at Austin.

**\*MING-SHAN SU** (2002), Professor of Computer Science; A.A. Marine Engineering, China Maritime Junior College; B.S. General Study, University of Central Oklahoma; M.S. Computer Science, The University of Oklahoma; Ph.D. Computer Science, The University of Oklahoma.

**KAYCEE L. TAYLOR** (2015), Instructor of Health, Physical Education, and Recreation; Assistant Softball Coach; B.S., Angela State University; M.Ed., Midwestern State University.

**KYLE V. THOMAS** (1996), Assistant Professor, Aviation Sciences Institute; Chief Flight Instructor; B.S., M.A.S., Southeastern Oklahoma State University.

**SANDRA L. THOMAS** (1999), Assistant Professor; Serials Librarian; B.S., Southeastern Oklahoma State University; M.L.S., The University of Oklahoma.

**JOHN G. VAN BEBBER** (2007), Assistant Professor of Aviation; B.S. University of Arkansas; M.S., Southeastern Oklahoma State University.

**CLARENCE W. VON BERGEN** (1997), John Massey Endowed Chair; Professor of Management; B.A., University of Texas; M.A., Trinity University; Ph.D., Purdue University.

**MICHELE WAGES** (2015), Assistant Professor of Elementary Education; B.S., University of Michigan - Flint; M.Ed., Texas Wesleyan University; Ph.D., Capella University.

**\*JERI W. WALKER** (2009), Associate Professor of Music Education, Donna Massey Professorship in

Music Education; B.M.E., Louisiana State University; M.M.E., University of Louisiana at Lafayette; Ph.D., The University of Oklahoma.

**LOIDE M. WASMUND** (1990), Professor of Chemistry; B.A., Trinity College; M.S., Ph.D., New Mexico State University; Postdoctoral Fellow, New Mexico State University.

**STACY E. WEGER** (2001), Professor of Music; Chair, Department of Music; Director of Choral Activities; B.M.E., University of Southern Mississippi; M.M.E., University of Southern Mississippi; D.M.A., The University of Texas at Austin.

**MARC M. WHITE** (1999), Professor of Music; B.A., University of North Carolina; M.M., University of North Texas; D.M.A., University of North Texas.

**SCOTT R. WILLMAN** (2000), Instructor of Health, Physical Education, and Recreation; Head Athletic Trainer; B.S., University of New Mexico; M.S., University of Nevada at Las Vegas.

**CARYN M. WITTEN** (2001), Professor of Spanish and Humanities; B.A., Miami University; M.A., Georgetown University; Ph.D., The University of Texas at Austin.

**\*DOUGLAS R. WOOD** (2001), Professor of Biological Sciences; B.A., Boston University; M.S., Eastern Illinois University; Ph.D., Mississippi State University.

**NING WU** (2014), Associate Professor of Biology; M.S., State University of New York – Stony Brook; M.M., M.D., Capital Medical University.

**\*CHUNMEI YOE** (1997), Professor of Political Science; B.A., Beijing Foreign Language Institute; M.Ed., Ph.D., Duke University.

\*Denotes Regular Graduate Faculty

## EMERITI FACULTY

**BARBARA ALKOFER** (1993-2007), Associate Professor of Theatre; B.A., M.A., Baylor University; M.F.A., University of Iowa.

**PAULA J. SMITH ALLEN** (1998-2016), Professor of English; B.A., M.A., West Texas State University; Ph.D., Texas Tech University.

**CHARLES R. ANDREWS** (1960-1992), Professor of Education; B.A., Southeastern Oklahoma State University; M.S., Austin College; Ed.D., University of Oklahoma.

**DORIS ANDREWS** (1973-1995), Assistant Professor of English; B.A., M.Ed., Southeastern Oklahoma State University.

**BRUCE KIRK ASHTON** (1976-1997), Assistant Professor of Communication; B.S., M.S., Fort Hays Kansas State College.

**MARGARET M. AVARD** (1991-2017), Professor of Earth and Environmental Science; B.S., Centenary College; M.S., University of Texas at Dallas; Ph.D., The University of Oklahoma.

**ANITA G. BEACH** (1999-2017), Professor of Art; B.A., M.Ed., Southeastern Oklahoma State University; Ph.D., University of North Texas.

**MUHAMMAD K. BETZ** (1992-2011), Professor of Professional Education; B.S., Ball State University; M.Ed., Ph.D., University of Texas at Austin.

**SAM R. BIGHAM** (1979-2001), Professor of Biology; Chair, Department of Biological Sciences; B.S., M.S., Ph.D., Oklahoma State University.

**COLLIN W. BOWEN** (1966-1985), Professor of Education and Psychology; Dean, School of Behavioral Studies; Graduate Dean; B.A., M.Ed., Southeastern Oklahoma State University; Ed.D., Oklahoma State University.

**RUBY L. BOWEN** (1975-1987), Assistant Professor of Business Education; B.S., M.Ed., Southeastern Oklahoma State University.

**WALTER C. BRITT** (1976-2001), Professor of Music; Chair, Department of Music; B.M.E.,

M.M.E., Florida State University; D.M.A., University of Texas.

**JAMES E. BRITTON** (1985-2016), Professor of Physical Sciences; B.S., M.S., Southeastern Oklahoma State University; Ed.D., Texas A&M University - Commerce.

**MARY A. CASTLEBERRY** (1961-1987), Registrar and Vice President for Admissions and Records; B.S., M.B.S., Southeastern Oklahoma State University.

**KENNETH L. CHINN** (1982-2011), Professor of Economics; B.S., M.S., Ph.D., Colorado State University.

**LAHOMA E. CLARK** (1963-1991), Assistant Professor of Education, Veterans Coordinator; B.S., M.Ed., Southeastern Oklahoma State University; graduate study, East Texas State University.

**FRANCES E. (BETTY) CLAY** (2007-2016), Instructor of Computer Science and Computer Information Systems; B.A., Mississippi University for Women; M.T., Southeastern Oklahoma State University.

**LISA L. COLEMAN** (1994-2016), Professor of English; Director of Honors Program; B.A., M.A., Ph.D., University of Texas at Arlington.

**GEORGE A. COLLIER, JR.** (1972-1994), Professor of Economics; Chair, Department of Accounting, Economics, and Finance; B.S., Purdue University; M.S., Ph.D., Oklahoma State University.

**DAVID CONWAY** (1998-2014), Professor of Aviation Sciences and Director, Aviation Sciences Institute; B.S., Texas A&M University; M.S., University of Southern California; Ed.D., Oklahoma State University.

**F. WAYNE COSTON** (1970-1999), Assistant Professor of Political Science, Director of Distance Learning Center; B.S., M.S., East Texas State University; graduate study, North Texas State University and St. Mary's University.

**MARY ANN CRAIGE** (1966), Professor of Music; B.M., Oklahoma Baptist University; M.M., North Texas State University; Ph.D., North Texas State University.

**REBA J. CRISWELL** (2007-2017), Associate Professor of Counseling; B.A., M.B.S., Southeastern Oklahoma State University; Ph.D., Texas A&M University - Commerce.

**JAMES E. CUNNINGHAM** (1976-2008), Professor of Occupational Safety and Health; B.S., West Texas State University; M.T., Southwestern Oklahoma State University; Ph.D., Texas A&M University – College Station.

**DOROTHY DAVIS** (1980-2004), Professor; Director of Libraries; B.S., Southeastern Oklahoma State University; M.L.S., University of Oklahoma; Ph.D., University of North Texas.

**BARBARA DECKER** (1994-2004), Professor of Education; B.S.E., M.Ed., Ed.D., University of Arkansas.

**CLINT DILBECK** (1978-1990), Assistant Professor of Education; B.A., M.Ed., Southeastern Oklahoma State University; graduate study, University of Oklahoma and Oklahoma State University.

**JANICE C. DILL** (1985-2004), Assistant Professor of Business Information Management; B.S., M.A.S., Southeastern Oklahoma State University; Ed.D., Texas A&M University – Commerce.

**SAUNDRA L. DIPENTO** (1989-2009), Professor of Education; B.S., M.S., Slippery Rock University; Ed.D., Indiana University of Pennsylvania.

**PATRICIA A. DUNHAM** (1980-1998), Professor of Education; B.S., Phillips University; M.B.S., Southeastern Oklahoma State University; Ed.D., East Texas State University.

**BILLY L. EDWARDS** (1975-1996), Instructor of Aerospace; Chair, Department of Aerospace; B.S., M.A.S., Southeastern Oklahoma State University.

**GORDON L. EGGLETON** (1971-2011), Professor of Chemistry; B.S., Iowa State University; M.A., Ph.D., University of Iowa; Postdoctoral Research, Oklahoma State University.

**JANE ELDER** (1996-2014), Assistant Professor of Sociology; B.S., M.S. Oklahoma State University; Ed.D., Texas A&M University – Commerce.

**KENNETH B. ELDER** (1975-2013), Professor of Sociology; B.S., M.S., Oklahoma State University, Ph.D., North Texas State University.

**A. JEANETTE ENGLES** (1981-2003), Assistant Professor of Psychology and Counseling; B.S., Oklahoma Baptist University; M.S., Oklahoma State University; graduate study, Tulsa University and East Texas State University.

**PAMELA G. FAHRENDORF** (1998-2006), Assistant Professor of Computer Science; B.S., Oklahoma Panhandle State University; M.Ed., Southwestern Oklahoma State University.

**FLAVIL GEORGE** (1984-1995), Associate Professor of Education; B.A., East Central Oklahoma State University; M.Ed., Ed.D., North Texas State University.

**KATHERINE GIBSON** (1988-2002), Professor of Education; B.A., M.Ed., M. Lib. Sci., Ph.D., University of Oklahoma.

**C. HENRY GOLD** (1967-1995), Professor of Business Administration; Senior Faculty Liaison; B.B.A., M.Ed., Ed.D., University of Oklahoma.

**JACQUELYN L. GOLD** (1981-1995), Instructor in Business Administration; B.S., University of Oklahoma; M.A.S., Southeastern Oklahoma State University.

**DOLPHUS HADDOCK** (1966-1987), Assistant Professor of Accounting; B.S., Southeastern Oklahoma State University; M.Ed., North Texas State University; graduate study, idem.

**DEBRA HALEY** (1998-2015), Associate Professor of Marketing; B.S., Kansas Newman College; M.B.A., Emporia State University; Ph.D., Oklahoma State University.

**JAMES S. HARMON** (1969-2003), Professor of Technology; B.S., Southeastern Oklahoma State University; M.S., Southern Illinois University; Ed.D., University of Northern Colorado.

**ROBERT E. HAYS** (1988-2008), Professor of Communication; B.S., M.S., Ed.D., Texas A&M University - Commerce.

**JACK E. HEDDEN** (1980-1990), Instructor in Physical Education; Head Men's Basketball Coach; B.S., M.Ed., Southeastern Oklahoma State University.

**ELBERT RAY HILL** (1966-2006), Professor of English; B.A., Carson-Newman College; M.A., Memphis State University; Ph.D., University of Nebraska.

**NANCY HILL** (2004-2014), Professor of Elementary Education; B.S., Southwestern Oklahoma State University; B.S., University of Science and Arts of Oklahoma; M.Ed., University of Oklahoma; Ed.D., Oklahoma State University.

**MARY HITCHCOCK** (1985-2003), Professor of Education; Director of Teacher Education; B.S., M.S., Southeastern Oklahoma State University; Ed.D., University of Oklahoma.

**THERESA J. HRNCIR** (1996-2016), Professor of Accounting; B.B.A., M. Acct, Ph.D., The University of Oklahoma; CPA.

**VICKI L. HUDSON** (1970-2016), Assistant Professor of Health, Physical Education, and Recreation; Chair, Department of Health, Physical Education, and Recreation; B.A., M.Ed., Southwestern Oklahoma State University.

**SIDNEY L. JENKINS** (1968-1996), Assistant Professor of Economics; B.S., M.S., Oklahoma State University; graduate study, Texas A&M University, University of South Carolina, and Colorado State University.

**LINDA KALLAM** (1999-2014), Professor of Mathematics; B.A., Fort Hays State University; M.S., Ph.D., Kansas State University.

**NICK C. KEITH** (1981-2005), Instructor of Health, Physical Education, and Recreation; Head Women's Basketball Coach; B.S., M.Ed., Southeastern Oklahoma State University.

**JAMES H. LATHAM** (1959-1987), Assistant Professor of Industrial Education; B.S., M.S., North Texas State University; graduate study, Texas A&M University, Illinois State University, and University of Oklahoma.

**JAMES E. LESTER** (1972-1999), Professor of Biological Sciences; B.S., Southeastern Oklahoma State University; M.S., Fort Hays State University; Ph.D., University of Wyoming.

**JANE W. LICATA** (2002-2012), John Massey Endowed Chair; Professor of Management and Marketing; Chair, Department of Management, Marketing and General Business; B.S., University of Connecticut; M.A., Ohio State University; Ph.D., Oklahoma State University.

**JOSEPH E. LITTLEJOHN** (1969-1995), Professor of English; Dean, School of Arts and Letters; B.A., M.A., Texas Christian University; Ph.D., University of Texas at Austin.

**JOSEPH G. MABRY** (1972-1997), Assistant Professor of Sociology; B.A., Southeastern Oklahoma State University; M.S., East Texas State University; graduate study, idem, Southern Methodist University and University of Oklahoma.

**FAYE MANGRUM** (1990-2014), Professor of Communication; B.A., M.Ed., Southeastern Oklahoma State University; Ph.D., University of Oklahoma.

**CHARLES L. MARSHALL** (2004-2017), Associate Professor, Aviation Sciences Institute; B.S., M.S., Duquesne University; Ph.D., The University of Oklahoma.

**WILLIAM (WILL) T. MAWER** (2002-2016), Professor; (Served in multiple departments); B.A., University of Toledo; J.D., Ohio Northern College of Law.

**MERLE McELROY** (1975-1996), Professor of Psychology and Counseling; B.S., New Mexico State University; M.Ed., Southeastern Oklahoma State University; Ed.D., East Texas State University.

**ROBERT MCFADDEN** (1984-2015), Professor of Music; B.M. Wichita State University; M.M., University of Michigan; D.M.A., University of Kansas.

**KIM B. MCGEHEE** (2007-2016), Instructor of Spanish and German; B.A., Southeastern Oklahoma State University. Bilingual Certificate, M.A., Instituto de Filologia Hispanica, Saltillo, Mexico.

**DOUGLAS N. MCMILLAN** (1990-2016), Professor of Psychology and Counseling; Vice President for Academic Affairs; B.S.E., Midwestern State University; M.S., University of Southern Mississippi; Ph.D., Oklahoma State University.

**DENNIS B. MILES** (1988-2016), Assistant Professor; Automation Librarian; B.A., Texas Tech University; M.L.S., University of North Texas.

**JAMES W. MITCHELL** (1969-2000), Professor of Educational Instruction and Leadership; B.S., M.Ed., Ed.D., North Texas State University.

**JAN MOORE** (1994-2004), Associate Professor of Management and Marketing; B.S., B.B.A., Texas A&M University; M.S., University of Southern California; Ph.D., University of North Texas.

**JORGE MORALES** (1969-1996), Assistant Professor of Spanish; B.A., New Mexico State University; M.A., The University of Wisconsin; graduate study, The University of New Mexico.

**CURTIS M. MORRIS** (1998-2016), Assistant Professor of Computer Science; B.S., Southeastern Oklahoma State University; M.S., Oklahoma State University; graduate study, The University of Oklahoma.

**SHARON L. MORRISON** (2001-2016), Associate Professor; Library Director; Reference and Library Instructor; B.A., Houston Baptist University; M.L.S., Sam Houston State University.

**CHARLES NEWELL** (1984-2002), Instructor in Computer Science; B.A., M.B.S., Southeastern Oklahoma State University.

**ELIZABETH NOLAN** (1984-2004), Assistant Professor of Accounting; B.S., M.A.S., Southeastern Oklahoma State University; graduate study, University of Texas at Dallas and Texas A&M-Commerce; CPA.

**LARRY R. NOLAN** (1970-1997), Assistant Professor of Electronics; B.S., M.Ed., Southeastern Oklahoma State University.

**L. DAVID NORRIS** (1969-2004), Professor of History; B.A., Southern Arkansas State University; M.A., Arkansas State University; Ph.D., Southern Illinois University.

**ROBERT OLIVER** (1984-2000), Professor of Accounting; B.S., Oklahoma State University; M.S., Ph.D., Colorado State University; CPA.

**KAY PARHAM** (1974-1994), Director of Libraries; B.S., Southeastern Oklahoma State University; M.L.S., North Texas State University.

**VIRGINIA PARRISH** (2004-2014), Professor of English and Humanities; B.A., M.A., Central State University; Ph.D., Oklahoma State University.

**J. B. PHILLIPS** (1970-1995), Assistant Professor of Education; Director of Audio-Visual Services; B.S., Southeastern Oklahoma State University; M.Ed., East Texas State University; graduate study, idem.

**NEVYLE G. PIERCE, JR.** (1985-2016), Assistant Professor of Mathematics; B.S.E., Arkansas State University; M.S., University of Arkansas; graduate study, University of Texas at Dallas.

**PAULA P. PLATTER** (1969-1994), Professor of Mathematics Education; Acting Chair, Department of Mathematics; B.A., University of Northern Colorado; M.S., East Texas State University; Ed.D., North Texas State University.

**WILLIAM POLSON** (1969-2014), Professor of Physics and Assistant Vice President for Academic Affairs – Outreach and Research/Dean of Graduate Studies; B.S., East Texas State University; M.S., Stephen F. Austin State University; Ph.D., Auburn University.

**GRADY PAT POWERS** (1957-2003), Professor of Psychology; B.S., M.S., University of Oklahoma; Ed.D., University of Missouri.

**BARBARA G. RACKLEY** (1981-2002), Associate Professor of Home Economics; Director of Placement; B.S., Oklahoma State University; M.Ed., Southeastern Oklahoma State University; Ph.D., Oklahoma State University.

**JANET B. RADASINOVICH** (1985-2001), Instructor in Computer Science; B.S., M.B.S., Southeastern Oklahoma State University.

**RADE RADASINOVICH** (1965-1995), Assistant Professor of Geography; B.A., M.A., Northwestern State University of Louisiana; graduate study, University of Oklahoma.

**PATRICIA ROBBINS** (1976-1990), Professor of Business Education and Secretarial Administration; Chair, Department of Business Education and Secretarial Administration; B.S., Southeastern Oklahoma State University; M.S., East Texas State University; Ed.D., North Texas State University.

**LUCRETIA C. SCOUFOS** (2001-2016), Executive Dean for Academic Affairs; Professor of Communication; B.A., East Central University; M.A., Ph.D., The University of Oklahoma.

**ROBERT SEMONISCK** (1991-2001), Professor of Safety; Chair, Department of Occupational Safety and Health; B.S., Pittsburg State University; M.E., Wichita State University; Ed.S., Central Missouri State University; Ph.D., Southern Illinois University; Certified Industrial Technologist (CIT).

**JUDITH L. SEXTON** (1997-2008), Associate Professor of Health, Physical Education, and Recreation; B.S., University of Nebraska; M.S., Indiana State University; Ph.D., Texas Woman's University.

**ELOISE M. SILLS** (1970-1990), Instructor in Music; B.A., M.Ed., Southeastern Oklahoma State University; graduate study, Columbia University.

**G. STEVENSON (STEVE) SMITH** (2006-2017), Professor of Accounting; B.S., Ball State University; M.B.A., Michigan State University; Ph.D., University of Arkansas; C.P.A., C.M.A.

**JESSE O. SNOWDEN** (1999-2008), Professor of Physical Sciences; Interim President; B.S., Millsaps College; M.A., Ph.D., University of Missouri-Columbia.

**TONI K. STIEFER** (1991-2016), Professor of Elementary Education; B.S., M.Ed., Southeastern Oklahoma State University; Ed.D., University of North Texas.

**CLAIRE H. STUBBLEFIELD** (1992-2016), Associate Professor of Education; Special Assistant to the President, Director of Diversity and Affirmative Action Officer; B.A., Langston University; M.Ed., University of Central Oklahoma; Ph.D., The University of Oklahoma.

**PATRICIA STUBBLEFIELD** (1990-2001), Assistant Professor of Sociology; B.A., Southeastern Oklahoma State University; J.D., University of Oklahoma.

**ERNEST STURCH, JR.** (1956-1990), Professor of Chemistry; Vice President, Academic Affairs; B.S., Southeastern Oklahoma State University; M.S., Ph.D., University of Oklahoma.

**CONSTANCE E. TAYLOR** (1970-1998), Professor of Biological Sciences; B.S., M.S., Ph.D., University of Oklahoma.

**JACK D. TESTERMAN** (1986-1996), Assistant Professor of Management; B.A., M.S., Oklahoma State University; Ph.D., University of Texas, Austin.

**BEVERLEY TULLY** (1990-2004), Professor of Education; B.S., M.S., Ed.D., Oklahoma State University.

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**ELIZABETH E. WALTERS** (1974-1995), Professor of Education; B.S., Southeastern Oklahoma State University; M.Ed., University of Houston; Ph.D., Texas Woman's University.

**KENNETH R. WASHBURN** (1978-1995), Professor of Electronics; B.A., M.A., New Mexico Highlands University; Ed.D., University of Northern Colorado.

**W. LEROY WATSON** (1969-1987), Assistant Professor of Industrial Technology; B.S., Southeastern Oklahoma State University; M.S., Oklahoma State University; graduate study, University of Oklahoma.

**SUSAN WEBB** (1998-2014), Associate Professor in the Henry G. Bennett Memorial Library; B.A., Southwestern Oklahoma State University; M.L.I.S., University of Oklahoma.

**ROBERTA P. WESCOTT** (1972-1997), Professor of Health, Physical Education and Recreation; B.S., Northwestern State University of Louisiana; M.Ed., University of Arkansas; Ed.D., Oklahoma State University.

**INGRID WESTMORELAND** (1985-2007), Professor of History; Ph.D., University of Vienna.

**PAUL WILEY** (1973-1997), Assistant Professor of Safety; B.S., Southeastern Oklahoma State University; M.Ed., North Texas State University.

**JOHN RAY WILLIAMS** (1971-2004), Assistant Professor of Psychology and Counseling; B.S., East Central Oklahoma State University; M.Ed., Southeastern Oklahoma State University; graduate study, East Texas State University.

**JUDY WILLIAMS** (1991-2014), Professor of Biological Sciences; B.S., University of Alabama – Huntsville; M.S., University of North Texas; Ph.D., Texas Woman's University.



**BETTY J. WINTLE** (1984-2010), Assistant Professor of Music; B.M., M.M., Pittsburg State University; graduate study, Texas Woman's University.

**JOHN R. WRIGHT** (1973-2004), Professor of Chemistry; B.S., Arkansas State University; M.S., Ph.D., University of Mississippi; Postdoctoral Research, Florida State University, Lawrence Livermore Laboratory, and Brooks Air Force Base.

**GLENDA ZUMWALT** (1982-2004), Professor of English; B.A., M.A., Ed.D., East Texas State University.

# **Admission Policies**

**Undergraduate Admission Policies**

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# Undergraduate Admission Policies

The Undergraduate Admission Policies of Southeastern Oklahoma State University are those established by the Oklahoma State Regents for Higher Education and are consistent with the mission of the University. These policies are based on prospective students' residence status and previous educational background. The policies stated below provide a reasonable level of entry for the majority of Southeastern's clientele. In addition, viable options are provided through special admission for those individuals desiring to continue their education but not meeting the formal requirements for admission.

Students pursuing an area of study leading to a bachelor's degree must demonstrate academic standards in two areas: **Performance Standards** and **Curricular Standards**. Performance Standards refer to a student's rank in the high school graduating class, the high school grade-point average, and admission test scores (ACT or SAT). Curricular Standards refer to a student's formal educational background in the subject areas of English, history, mathematics, and science.

For first-time entering freshmen, curricular standards require that a student must have successfully completed four years of English, three years of laboratory science, three years of mathematics (Algebra I or above), three history and citizenship skills (including one unit of American History and three additional units from the subjects of History, Economics, Geography, Government, Non-Western Culture), and two additional units of subjects previously listed or selected from Computer Science or Foreign Language at the high school level (see High School Curricular Requirements, page 23). Those who have not completed the above stated curricular requirements at the high school level can demonstrate that they have sufficient curricular background and knowledge for college study by successfully passing an approved placement examination in an area of a deficiency or by scoring high enough on the appropriate ACT subtest area. Students with a curricular deficiency in history who test high enough in reading must complete an additional college-level history course in addition to the general education requirements within the 124 hours required for graduation.

Students seeking admission to Southeastern may be subject to college placement testing. Students who hold A.A. or A.S. degrees from institutions with whom Southeastern has executed articulation agreements will be exempted from college placement testing.

A preliminary decision for admission can be made based on seven-semester high school transcripts or on college transcripts with only the current semester outstanding, except in cases where the grade-point average, rank/number in class, or curricular deficiencies are borderline. A final decision CANNOT be made until all credentials have been received by the Office of Admission & Recruitment. Transcripts, test scores, correspondence or other materials submitted for the purpose of applying for admission become the property of the University and will not be returned.

For information regarding admission to the University or to request application forms, contact the Office of Admissions & Recruitment, Welcome Center, (580) 745-2060, or write to 425 W. University Blvd., Durant, OK 74701-0609.

It is recommended that applications for admission be received in the Office of Admissions & Recruitment on or before the following dates:

August 1 for the Fall Semester  
January 1 for the Spring Semester  
May 1 for the Summer Session

However, students may apply, be accepted, and enroll until the published last day to enroll. Prospective students are encouraged to check enrollment dates for respective semesters listed on the web at <http://www.se.edu/>

## NON-ACADEMIC ADMISSION REQUIREMENTS

Southeastern Oklahoma State University takes into account the following non-academic criteria in admitting first-time or transfer students:

- A. Whether applicants have been expelled, suspended, denied admission or denied readmission by any other educational institution due to academic or conduct purposes.
- B. Whether applicants have been convicted of a felony or convicted of any lesser crime involving moral turpitude.
- C. Whether the applicant's conduct has been such that, if the applicant was a student at the time of the conduct in question, the conduct would have been grounds for expulsion, suspension, dismissal or denial of readmission at Southeastern Oklahoma State University.

## READMISSION

Former students who have not attended Southeastern Oklahoma State University for a period of one 16-week semester or more (summers excluded) must be readmitted before enrollment. An application for readmission and official transcripts of all work completed since leaving Southeastern Oklahoma State University must be on file in the Office of Admission & Recruitment to clear for readmission.

## IN-STATE/OUT-OF-STATE STATUS

Prospective students are classified as in-state or out-of-state for admission and tuition purposes. In-State/Out-Of-State status is based on information provided on the application for admission and on other documents submitted as part of the admission process. Programs having enrollment limits may give priority admission or class enrollment preference to Oklahoma residents.

All students, except bona fide residents of Oklahoma, must pay non-resident tuition in addition to other enrollment fees. All, or a portion of, the non-resident tuition may be waived based on grade-point average.

Any applicant presenting a transcript of credit from an educational institution outside of Oklahoma will be

assumed to be out-of-state. It is the responsibility of each applicant to submit appropriate documentation relevant to in-state/out-of-state status to the Office of the Registrar. A uniform policy concerning in-state/out-of-state status exists for all state-supported institutions of higher education in Oklahoma. An information sheet and petition to determine status may be obtained from the Office of the Registrar. A change of in-state/out-of-state status must be processed within the first five days of a regular term and within the first three days of a summer term.

## DEFINITION OF TERMS

**ACT.** A standardized examination produced by the American College Testing program used for admission purposes. There are two types of ACT exams. One is referred to as "national" meaning it was taken on a national test date. These dates are scheduled a year in advance with one being offered approximately every other month. The other type is known as "residual" meaning it is offered by the college or university on a regular basis, but not on the same day a national exam is scheduled. If a student tested previously via residual or any other non-national testing, the retest should be taken on a national test date. If this is not possible, a minimum of 60 days must elapse before another residual test may be taken. If the 60-day time limit is violated, the retest scores will be canceled automatically. NOTE: Only the national exam is acceptable for athletic eligibility, honors program applications, and other various other programs. The ACT has four subtest scores which are averaged to produce the composite score.

**SAT.** The Scholastic Achievement Test is a standardized examination produced by the College Board and used for admission purposes. It has two components (math score and critical thinking) added together to form the combined score. The re-centered SAT began April 1, 1995. The Evidence-Based SAT began March 1, 2016.

**Class Rank.** The class rank is one more than the number of students in the high school graduating class who have a grade-point average greater than the student in question.

**Grade-Point Average.** The grade-point average is the average of all grades ("A" equating to 4.00 and "D" equating to 1.00) taken in the 9th through 12th grades. Honors weighting will not be used in the calculation of the GPA because there is no equitable mechanism to include the honors premium.

## NEW FRESHMAN ADMISSION

Southeastern Oklahoma State University's academic admission standards are based on the applicant's admission test scores and high school records (grade-point average and rank in graduating class). For study toward a degree, a student must have graduated from an accredited high school or meet certain academic performance and curricular requirements.

Oklahoma high schools may be accredited by either (1) the State Board of Education for Oklahoma, (2) the North Central Association of Colleges and Schools, or (3) the Independent Schools Association of the Southwest. Out-of-state high schools may be accredited by the appropriate regional association or by an appropriate state accrediting agency.

The performance and curricular requirements for admission to Southeastern Oklahoma State University are outlined below:

### Performance Requirements

The following are the minimum high school performance requirements for admission. Prospective new freshmen students must satisfy one of these criteria in addition to the curricular requirements:

- Option A: Score in the top 50% on the ACT or SAT
- Option B: 2.7 High School GPA (unweighted) and rank in the top 50 % of the class.
- Option C: Have a 2.7 GPA in the 15-unit High School core curricular requirements.

The exact standardized test score will be specified annually by the Oklahoma State Regents for Higher Education based on preceding three years' ACT scores of graduating seniors, utilizing Oklahoma norms. An equivalency table will be used to determine SAT scores.

For the 2017-18 year, the minimum performance requirements are:

- Option A: 20 ACT Composite or 1020 SAT
- Option B: 2.7 High School GPA (unweighted) and rank in the top 50% of the class
- Option C: 2.7 GPA in the 15-unit High School core curricular

## High School Curricular Requirements

Entering freshman students must have completed the high school curricular requirements listed below.

<u>Units</u> (Years)	<u>Course Areas</u>
4	<b>English</b> (Grammar, Composition, Literature)
3	<b>Lab Science</b> (from Biology, Chemistry, Physics or any lab science certified by the school district, with the exception of General Science, with or without a lab)
3	<b>Mathematics</b> (from Algebra I, Algebra II, Geometry, Trigonometry, Math Analysis, Pre-Calculus) (These areas may NOT be counted: applied math, statistics, computer science, intermediate algebra or math of finance)
3	<b>History and Citizenship Skills</b> (including 1 unit of American History and 2 additional units from the subjects of History, Economics, Geography, Government, Non-Western Culture)
2	<b>Additional units* of subjects</b> previously listed or selected from the following: Computer Science, Foreign Language

### 15 Total Required Units

The fifteen high school units set forth above will be **required** for admission. In addition, the following subjects are **recommended** for college preparation.

- 2 Additional units: Fine Arts –music, art, drama; Speech.
- 1 Additional unit: Lab Science (as described above)
- 1 Additional unit: Mathematics (as described above)

### 4 Total Recommended Units

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.

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.

Students pursuing admission to baccalaureate degree programs may not count courses used to make up high school curricular deficiencies toward satisfaction of degree program requirements.

- \* A student with a deficiency in this area may also be admitted as a regular student, but will be required to take an additional three-hour college-level course in one of the subject areas listed.

## Procedures for Post-High School Completion of the College Admission Curricular Requirements

Students who are admitted to Southeastern, but have not completed the curricular requirements cannot enroll in a college-level course in the discipline area in which the deficiency exists; e.g., a student lacks a laboratory science, enrollment in a college-level science course is prohibited until the deficiency is met and the grade is recorded on the official transcript.

Curricular deficiencies may be met by the following options:

1. Successfully completing courses designated by 0-level numbers which satisfy high school equivalency courses as approved by the Oklahoma State Regents for Higher Education. Students with a curricular deficiency are admissible for the summer term only (see "Summer Provisional" section in this chapter).\*\*
2. Curricular deficiencies may be cleared by performing at the 50th percentile\* or higher on the appropriate College Placement Test (CPT) administered by Southeastern.\*\*
3. Curricular deficiencies may be cleared by achieving a 19\* or higher on the respective ACT sub-score. Comparable SAT reading (25)\* and math (500)\* scores meet the curricular deficiencies in English and mathematics, respectively. The ACT reading sub-score or the SAT reading will waive a history deficiency for admission purposes only. The additional history requirement must still be met before graduation.\*\*

\* These scores are reviewed annually by the Oklahoma State Regents for Higher Education and are subject to change without further notice. Contact the Office of Admission & Recruitment for current admission/assessment standards.

\*\* Students who have a curricular deficiency in History will be required to complete an additional three-hour history course within their baccalaureate degree programs.

## Entry-Level Assessment: Basic Skills Testing and Placement

All students admitted to Southeastern Oklahoma State University are required to participate in a variety of assessment activities.

Southeastern Oklahoma State University provides a program of basic skills testing and several developmental courses that are designed to help students enhance their proficiency in the basic skill areas of English, mathematics, reading, and science. Students required to enroll in these courses, will ultimately benefit by having stronger skills in these important academic abilities.

Participation in basic skills testing [ACT Compass Tests or departmental test] is required if a first-time freshman has the following sub-scores on the ACT or SAT:

1. ACT in English below 19\*;  
SAT Reading below 25 (CPT)
2. ACT in Math below 19\*;  
SAT Math below 500 (CPT)
3. ACT in Reading below 19\*;  
SAT Reading below 25 (CPT)

These courses must be completed within the first twenty-four semester hours attempted; otherwise, future enrollments by the student may be limited to only the required zero-level courses until successful completion.

- \* These scores are reviewed annually by the Oklahoma State Regents for Higher Education and are subject to change without further notice. Contact the Office of Admission & Recruitment for current admission/assessment standards.

## SPECIAL ADMISSIONS PROGRAM

Students who do not qualify for admission under the previously stated academic and curricular requirements may be considered for admission under the following special admission programs:

## Alternative Admissions

Any student not meeting the performance or curricular requirements for admission to Southeastern Oklahoma State University may petition for admission under the Alternative Admissions Category.

Any student who petitions for admission under the alternative admissions category may be interviewed by the Director of Admissions & Recruitment and submitted to an academic screening process to determine whether any curricular/skills deficiencies exist in the areas of English, mathematics, reading, and/or science. Any student admitted under this category whose results indicate that s/he has one or more curricular and/or skills deficiencies will be required to enroll in a remediation program designed to eliminate any curricular and/or skills deficiencies.

Students showing promise for academic success as determined by the interview and/or screening process will be admitted (up to maximum limits established by the Oklahoma State Regents for Higher Education) generally from one of the following categories:

1. Students meeting the performance standards but not the curricular standards.
2. Students meeting the curricular standards but not the performance standards.
3. Students having unusual talent in art, drama, music, or sports.

## Summer Curricular Deficiency Program

Students who lack high school curricular requirements in one or two areas but who meet performance requirements may take a maximum of two course deficiencies in the summer term prior to the fall or spring semester of desired entry. Each course attempted in the summer to clear a deficiency must be successfully completed with at least a “C” or equivalent for the student to be admitted for enrollment in the regular semester.

## Summer Provisional Admission Program

Students who have met the State Regents’ curricular requirements for admission but have not satisfied the ACT or high school performance requirements may be

admitted if they successfully complete summer course work with no grade lower than a “C”. To qualify, students must have a minimum composite ACT score of 17 OR a minimum high school GPA of 2.5.

## Adult Admissions

Any adult who is 21 years of age or older or on active military duty may apply for admission under the Adult Admissions Category.

Any adult seeking admission under this category will be admitted to the University if the performance standards as set for new freshman admission have been met.

Any adult not meeting the performance standards for new freshmen must participate in the American College Test (ACT), the Scholastic Aptitude Test (SAT), or a College Placement Test (CPT) and may be interviewed by the Director of Admissions & Recruitment. If it is determined that the adult student has a reasonable chance of academic success, s/he will be admitted to the University.

Any adult considered for admission under this category will be screened to determine if any basic skills deficiencies exist. This screening may involve participation in one or more of the College Placement Tests (CPT) administered by the University. Any student whose screening results indicate that skills deficiencies do exist will be required to enroll in a program designed to remediate those deficiencies.

## Special Non-Degree Seeking Students

Students who wish to enroll in courses without intending to pursue a degree may be permitted to enroll in up to nine credit hours without submitting academic credentials or meeting the academic curricular or performance requirements. Once a student has successfully completed the designated number of hours, should s/he wish to enroll in additional course work, s/he is required to meet the formal admission or transfer criteria. Retention standards will be enforced. Non-degree seeking students may not enroll in the areas of English, math, history, or science without showing proficiency in those areas.

## 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 will be eligible for admission to Southeastern Oklahoma State University by meeting the following criteria:

1. Submit an official transcript or document reflecting graduation.
2. Participate in the ACT or SAT program and achieve the requisite composite score, as defined by the Oklahoma State Regents for Higher Education (see New Freshman Admission).
3. The student's high school class of his or her peers must have graduated.
4. Satisfy the high school curricular requirements listed for freshmen, as certified by the school or, for home study, the parent(s).

## Opportunity Admissions/ Exceptional Student

Students who have not graduated from high school whose composite standard score on the ACT places them at the 99th percentile of all students using Oklahoma norms, or whose combined critical reading and math score on the SAT places them at the 99th percentile of all students using national norms may apply for full enrollment at Southeastern.

Southeastern 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 students intellectually and socially.

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

International students are required to meet equivalent academic performance standards as previously listed under New Freshman Admission. International students transferring from U.S. universities must be in proper status with the US Immigration and Customs Enforcement Services (USCIE). Any F1 visa holder who has been out

of school a semester (other than summer vacation), has been a part-time student, or is out of status for any other reason will not be accepted to study at Southeastern.

Applications for admission should be received in the Office of Admissions & Recruitment on or before:

June 1 for the Fall Semester  
November 1 for the Spring Semester  
April 1 for the Summer Session

To allow enough time to apply for the F1 student visa and make travel arrangements, it is best to submit complete application packets by these deadlines. Although application packets may be received after these dates, applicants who are not currently in the United States should be aware of the deadlines for applying for their F1 visa and plan accordingly when submitting the application for admission. I-20's will only be issued to admissible international students who provide all required documentation for Southeastern and SEVIS and are in good status with USICE.

## English Proficiency Requirement

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 described below to demonstrate their competency in English:

- A. First-time undergraduate students
  1. Students must score at least a 500 (paper), 173 (computer), or 61 (internet) on the Test of English as a Foreign Language (TOEFL), or score 5.5 or higher on the International English Language Testing System (IELTS) Examination: or,
  2. Students must score at least a 460 (paper), 140 (computer), or 48 (internet) on the TOEFL, or 5 or higher on the IELTS Examination and successfully complete a minimum of 12 weeks of study at an Intensive English Program (IEP) approved by the State Regents with at least two-thirds of the 12 weeks at the advanced level.



Scores must be sent directly to Southeastern from the testing center and are valid for two (2) years from date of acceptance.

**B. Transfer undergraduate students**

1. Students must score at least a 500 (paper), 173 (computer), or 61 (internet) on the Test of English as a Foreign Language (TOEFL), or score 5.5 or higher on the International English Language Testing System (IELTS) Examination; or,
2. Students must score at least a 460 (paper), 140 (computer) or 48 (internet) on the TOEFL, or 5 or higher on the IELTS Examination and successfully complete a minimum of 12 weeks of study at an Intensive English Program (IEP) approved by the State Regents with at least two-thirds of the 12 weeks at the advanced level; or,
3. Students must attend an accredited, United States college/university for a minimum of 24 semester hours with passing grades and the successful completion of English Composition I.

Scores must be sent directly to Southeastern from the testing center and are valid for two (2) years from date of acceptance.

**C. Graduate Students**

1. Students must score at least a 550 (paper), 213 (computer), or 79 (internet) on the Test of English as a Foreign Language (TOEFL), or score 6.5 or higher on the International English Language Testing System (IELTS) Examination; or,
2. Students must score at least a 500 (paper), 173 (computer) or 61 (internet) on the TOEFL, or 5.5 or higher on the IELTS Examination and successfully complete a minimum of 12 weeks of study at an Intensive English Program (IEP) approved by the State Regents with at least two-thirds of the 12 weeks at the advanced level. Scores must be sent directly to Southeastern from the testing center and are valid for two (2) years from date of acceptance.

## CONCURRENT ENROLLMENT OF HIGH SCHOOL STUDENTS

### High School Seniors

Twelfth grade students enrolled in an accredited high school may be admitted provisionally to Southeastern Oklahoma State University by fulfilling the following requirements:

- A. Must participate in the ACT or SAT and meet one of the following requirements:
  1. Achieve a composite score on the ACT which places him/her at or above the 50th percentile using Oklahoma norms. The required score for 2017-18 academic year: minimum composite score of 20 on the ACT. These minimum requirements are subject to change each year.
  2. Achieve a composite score on the SAT which places him/her at or above the 50th percentile using national norms. The required score for 2017-18 academic year: minimum score of 1020 on the SAT. These minimum requirements are subject to change each year.
  3. Have a 3.0 grade-point average and rank in the top 50% of his/her class.
- B. Must provide a signed Concurrent Permission Form by their high school counselor and parent/guardian confirming their eligibility to satisfy by spring of the senior year the high school graduation requirements including curricular requirements for college admission.
- D. Must submit an Application for Admission, a high school transcript reflecting GPA and rank in class, and ACT or SAT scores to the Office of Admissions & Recruitment.

### High School Juniors

Eleventh grade students enrolled in an accredited high school may be admitted provisionally to Southeastern Oklahoma State University by fulfilling the following criteria:

- A. Must participate in the ACT or SAT and meet one of the following requirements:
  1. Achieve a composite score on the ACT, which places him/her at or above the 72nd percentile using Oklahoma norms. The required score for 2017-18 academic year: minimum composite score of 23 on the ACT.

These minimum requirements are subject to change each year.

2. Achieve a composite score on the SAT which places him/her at or above the 72nd percentile using national norms. The required score for 2017-18 academic year: minimum score of 1130 on the SAT. These minimum requirements are subject to change each year.
  3. Have a 3.5 grade-point average. Class rank is not considered.
- B. Must provide a signed Concurrent Permission Form by their high school counselor and parent/guardian confirming their eligibility to satisfy by spring of the senior year the high school graduation requirements including curricular requirements for college admission.
- C. Must submit an Application for Admission, a high school transcript reflecting GPA and rank in class, and ACT or SAT scores to the Office of Admissions & Recruitment.

## Students from Unaccredited High Schools or Home Study

Students receiving high school level instruction from an unaccredited high school or at home may be admitted provisionally to Southeastern as a special student by meeting **one** of the following criteria:

- a. Be 17 years of age or older, have participated in the ACT or SAT program and meet Southeastern's requirements for a high school senior as stated earlier.
- b. Be 16 years of age, have participated in the ACT or SAT program and achieved a composite score at or above the 90th percentile on the ACT (Oklahoma norms) or SAT (national norms) and meet Southeastern's requirements for a high school junior as stated earlier.

## Additional Admission & Enrollment Requirements for All Concurrent Students

A high school student admitted under the provision set forth above 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 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. Students wishing to exceed these limits may petition the selected higher education institution. The appropriate institutional 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.

The completion of the high school curricular requirements as set for new freshman admission shall not be required of concurrently enrolled high school students for purposes of admission. Concurrent students must meet assessment requirements in English, mathematics, science, and reading by obtaining a minimum subject score on the ACT in order to enroll in courses in those subject areas. Concurrent students will not be permitted to enroll in courses outside of those subject areas without meeting the minimum ACT assessment requirement in reading. Institutional secondary assessments are not permitted for concurrent students, and concurrently admitted high school students will not be allowed to enroll in any zero-level courses offered by colleges and universities designed to remove high school deficiencies.

A high school student concurrently enrolled in college courses may continue concurrent enrollment in subsequent semesters if s/he achieves a college cumulative grade-point average of 2.0 or above on a 4.0 scale. Following high school graduation, a student who has been concurrently enrolled as a high school student may be admitted to Southeastern or another institution in the State System if the student meets the entrance requirements of the receiving institution, including the high school curriculum requirements, and subject to the State Regents' retention standards.

## ADMISSION BY TRANSFER

A transfer student is any undergraduate student with greater than six attempted credit hours, excluding remedial (zero-level courses) or pre-college work and excluding credit hours accumulated by concurrently enrolled high school students.

## Transfer Students from Within the Oklahoma State System

An undergraduate student who wishes to transfer to Southeastern Oklahoma State University from another State institution may do so under the following conditions:

1. All students must meet the curricular requirements as outlined for new freshman admission before transferring to Southeastern Oklahoma State University.
2. Students transferring to Southeastern before achieving 24 attempted semester credit hours, must meet the academic performance standards as required for new freshman admission and must have a grade-point average high enough to meet Southeastern's retention requirements.
3. Students who do not meet Southeastern's performance requirements for new freshman admission and are transferring after achieving 24 or more attempted semester credit hours must have a grade-point average high enough to meet Southeastern's retention requirements, based on regularly graded (A, B, C, D, F) college work.

Transfer students may be subject to College Placement testing.

## Transfer Students from Out-of-State Institutions

Undergraduate students wishing to transfer from an out-of-state college or university to Southeastern Oklahoma State University must meet Southeastern's entrance requirements as outlined above and fulfill the appropriate criteria listed below:

1. Submit official transcripts of record from all colleges or universities accredited by The Higher Learning Commission: A Commission of the North Central Association of Colleges and Schools or other regional associations and meet the following criteria:
  - a. Be in good standing with the institution from which s/he plans to transfer.
  - b. Have made satisfactory progress (an average grade of "C" or better; 2.0 on 4.0 scale) in the institution from which s/he plans to transfer.

2. Official transcripts of record from institutions not accredited by a regional association may be accepted in transfer when appropriate to the student's degree program and when the University has had an opportunity to validate the courses or programs.
  - a. Each nonresident undergraduate applicant must meet both conditions listed in Criteria 1 above.
  - b. Each nonresident undergraduate applicant who meets Criteria 1 will also be required to validate the transferred credit by making satisfactory progress (an average of "C" or better; 2.0 on 4.0 scale) for at least one semester.

## Transfer Probation

Students who do not meet the academic criteria for transfer students, including curricular/skills requirements set for new freshman admission, and have not been formally suspended may be admitted as "transfer probation" students.

Students seeking admission in this category may be required to submit the following criteria:

1. Apply in writing to the Office of Admissions & Recruitment regarding their probation.
2. Be interviewed by the Director of Admissions & Recruitment.
3. Have participated or participate in the ACT/SAT or similar battery of tests.
4. Be screened for skills deficiencies.

A student admitted with a deficiency (either curricular or skills), will be referred to the Advising Center for supervision in removing the deficiency within the first 12 hours of enrollment.

Students in this category are admitted on probation and must maintain a 2.0 GPA each semester, excluding activity/performance courses, while on probation to raise their cumulative retention/graduation GPA to the designated level, as detailed in the retention requirements.

## Articulation Policy

In accordance with the Oklahoma State Regents for Higher Education, Southeastern Oklahoma State University fully participates in the articulation policy for the transfer of students among Oklahoma public institutions. A student transferring to Southeastern Oklahoma State University with an Associate of Arts or an Associate of Science degree from any State System institution will be considered to have completed the general education requirements of the baccalaureate degree. There may be some exceptions to this policy, where some students may have to take additional courses in general education to meet minimum professional certification requirements as defined by the State.

Coursework earned as part of an Associate of Arts, Associates of Science or Associates of Applied Science degree awarded from regionally accredited institutions but outside the state system will be evaluated on a course-by-course basis in accordance with university transfer policies.

General education requirements will be considered complete for individuals with a baccalaureate degree awarded by a regionally accredited institution.

Southeastern reserves the right to accept transfer credit using the same grading practices as if the work was earned at Southeastern.

## Articulation Agreements

Southeastern Oklahoma State University has articulation agreements with four junior colleges in North Texas: Collin County Community College, Grayson County College, Paris Junior College, and North Central Texas College. A student who is transferring from one of these colleges with an associate degree, **as listed below**, shall have acceptance of academic credits earned at the junior college, with the condition that all requirements for graduation from Southeastern be met within his or her program of studies at the junior college and Southeastern Oklahoma State University.

### Collin College

Associate of Arts or Associate of Science

### Paris Junior College

Associate of Arts or Associate of Science

### Grayson College

Associate of Science

### North Central Texas College

Associate of Arts or Associate of Science  
(Plus two semesters of lab science and one semester of college-level mathematics.)

These agreements are subject to the following provisions:

1. The student shall have earned a minimum cumulative grade-point average of 2.0 on a 4.0 scale (an average grade of "C" or better) or the equivalent.
2. The core curriculum for the associate degrees listed above will be accepted as satisfying the general education requirements at Southeastern, with the exception of North Central Texas College, where students must have also completed two semesters of lab science and one semester of college-level mathematics.
3. Courses that are academically equivalent to courses at Southeastern will be transferred, and they will receive credit at the lower-division level. A few selected courses may require validation to substitute for Southeastern courses.
4. The student shall earn a minimum of sixty (60) semester hours at Southeastern (excluding physical education activity courses) for a minimum of 124 semester hours for a baccalaureate degree. Some programs (i.e., teacher education and aerospace studies) may have more restrictive degree or admission criteria.

These articulation agreements may be modified or terminated by any institution involved at any time.

## Acceptance of Transfer Credits

Southeastern Oklahoma State University accepts credits earned at junior and senior colleges that are accredited by the regional accrediting associations, such as the Higher Learning Commission: A Commission of the North Central Association of Colleges and Schools. Students transferring from junior community colleges need to be aware that a minimum of 60 semester hours of course work (excluding physical education activity courses) applied toward the bachelor's degree must be earned at a senior institution.

Work taken at junior or community colleges cannot be counted in meeting the upper-division requirements of

Southeastern Oklahoma State University, even if the course is equated to a 3000/4000 level course at Southeastern. Upper-division requirements relate to junior and senior (3000/4000 level) courses of study.

Transfer credits are accepted and applied to degree programs generally in accordance with the recommendations in the Transfer Credit Practices Guide published by AACRAO (American Association of Collegiate Registrars and Admissions Officers). Consequently, credits from some technical colleges and professional schools may not be applicable toward degree requirements at Southeastern Oklahoma State University due to the highly technical or specialized nature of the credits earned.

Students are required to submit official transcripts from all institutions attended regardless of credit earned and/or applicability to their degree plan. No part of the previous educational history/college record may be disregarded. Failure to report all institutions previously attended will be cause for cancellation of admission and/or enrollment. Enrollment is subject to cancellation if final official records are not received or if they establish ineligibility for admission and enrollment.

Transfer credits will be recorded from the official transcript of each regionally accredited institution attended by the student. All coursework attempted by the student will be recorded onto the official Southeastern transcript. Official transfer transcripts submitted to Southeastern Oklahoma State University will not be returned to the student.

Transcripts from institutions not accredited by a regional association but have a national accreditation may be evaluated for applicability and acceptance in transfer once that credit is validated.

## Course Equivalency

Course equivalencies and acceptance in a degree plan are determined by the appropriate Academic Department. Most general education-type courses and courses from various other disciplines have been evaluated by Oklahoma colleges and universities to determine statewide equivalency as part of the Oklahoma State Regents for Higher Education Course Equivalency Project. To look up an equivalency for a course taken at an Oklahoma college/university, you may go to the Oklahoma Higher Education website:

<http://www.okhighered.org/transfer-students/>

For courses not found on the equivalency chart or not taken from an Oklahoma college/university, the student may supply copies of the course descriptions and/or syllabi for review by the Academic Department. If the Academic Department approves the course as equivalent, notification should be sent to the Registrar's Office.

# **Student Costs and Financial Aid**

**General Enrollment Fees and Charges**

**Tuition and Fees**

**Business Office**

**Financial Aid**

# Student Costs and Financial Aid

## GENERAL ENROLLMENT FEES AND CHARGES

General enrollment fees supplement the state appropriations to Southeastern Oklahoma State University. These fees help to provide and maintain a healthy academic environment and cause the students to make a financial commitment to the advancement of their education. Revenue received through this source is used to provide a competent faculty, maintain instructional facilities, and supply instructional materials.

All fees are subject to change. All fees and charges listed are for 2017-2018. Please consult the website at <http://www.se.edu/future-students/expected-cost/> for current fees.

## TUITION AND FEES

### Oklahoma Residents

Regular Classes-Any Term Per Semester Hour  
 Undergraduate Courses (1000 - 4000 level) . \$225.00  
 Graduate Courses (5000)\*  
 Audit-Any Term..... Same as regular classes  
 Off-Campus, Electronic Media, and Correspondence Courses: Tuition, assessment fee, academic records fee and supplemental fee of \$75.00 per hour: undergraduate and graduate

\*individual graduate tuition and fees vary by program, contact [gradschool@se.edu](mailto:gradschool@se.edu) for more information.

### Nonresidents of Oklahoma

All except bona fide residents of Oklahoma must pay a nonresident fee. Any student who enrolls as a resident student and is later found to be a nonresident, according to the policy of the Oklahoma State Regents for Higher Education, will be required to pay the nonresident fees.

Regular Classes-Any Term Per Semester Hour  
 Undergraduate Courses (1000 - 4000 level) . \$513.00  
 Graduate Courses (5000)\*  
 Audit-Any Term..... Same as regular classes  
 Off-Campus, Electronic Media, and Correspondence Courses: Tuition, assessment fee, academic records fee and supplemental fee of \$75.00 per hour: undergraduate and graduate

Business Enrichment Fee .....\$30 per credit hour  
 Off-Campus Facility/Equip Utility Fee  
 Ardmore/GraysonMcAlester ..\$42 per credit hour  
 \* individual graduate tuition and fees vary by program, contact [gradschool@se.edu](mailto:gradschool@se.edu) for more information.

## Additional Required Fees

Per Semester Hour  
 Business Enrichment Fee .....\$30 per credit hour  
 IT Computer Supplies & Materials Fee ..... \$70.00  
 (per course)  
 Student Activity Fee ..... \$6.00  
 Student Union Fee ..... \$11.00  
Per Semester  
 Application fee.....\$20.00/application  
 International Student  
 Status Maintenance Fee.....\$35.00  
 Freshmen Student Fee..... \$100.00 for first semester

Workshops Same as general enrollment fee and nonresident tuition

### Special Instructional Fees

(These charges are in addition to the tuition fees.)

Supplemental Remedial Course Fee (zero-level courses)..... \$30.00/sem. hr.  
 Music Enrichment Fee.....\$15.00 per credit hour  
 Art, Communication & Theatre  
 Enrichment Fee.....\$12.00 per credit hour  
 Classroom/Laboratory Supplies  
 Fees ..... \$5.00-30.00 per hour  
 Testing/Clinical Service Fee National test rate or direct cost of service  
 COUN 5283, 5343, 5333,  
 5323 & PSY 4353..... \$40 per course  
 COUN 5523..... \$50.00 per course  
 Occupational Safety & Health  
 Enrichment Fee .....\$9.00 per hour

Special deposits are required for most aviation courses.

## Advanced Standing Fee

A fee of \$7.50 per semester hour will be charged for the administration of advanced standing examinations. There is no charge for credit received through advanced standing.

National Testing Agency rates will be used for Nationally Developed Examinations.

## Other Fees and Charges

Graduation Fee (Bachelor’s Degree), diploma only .....	\$25.00
Graduation Fee (Master’s Degree), diploma only .....	\$25.00
Late Enrollment Fee .....	\$15.00
Yearbook on CD .....	\$5.00

## Refunds of Tuition and Fees

Once a student selects classes and enrolls/pre-enrolls, the student is considered to be “officially enrolled” and is responsible for all tuition/fees incurred. Dropping/withdrawing from courses is the sole responsibility of the student. Southeastern does not automatically cancel a student’s enrollment for non-payment of tuition/fees.

Refunds Periods for SE	Refund Amount
Prior to the Beginning of the Semester.....	100%
Prior to the Start Date of the Course.....	100%
Prior to the Last Date to Drop/Add a Course...	100%
After the Last Date to Drop/Add a Course.....	No Refund

These refund periods apply to both dropping individual courses and complete withdrawals.

Specific dates are available online on the Academic Calendar at <http://www.se.edu/dept/registrar/calendar>. Short term/block classes have shorter drop/add/refund deadlines than full-semester classes. Please contact the Registrar’s Office (580)745-2165 or the online Academic Calendar for specific deadlines to add or drop block classes.

### Changes in Schedules

Schedule changes on or before the last day of the drop/add period for full term classes will result in full charges for courses added and full refund for courses dropped. Charges and refunds for an intensive course will vary according to the length of the class.

## Complete Withdrawal from the Institution

**(a) Policy:** A complete withdrawal prior to the last day of the drop/add period for full term courses will result in full refund of tuition and fees.

***The institution will not automatically cancel a student’s enrollment for non-payment. Complete withdrawal from the institution is the sole responsibility of each student.***

**(b) Procedure:** To insure complete withdrawal you must contact the Office of the Registrar.

**(c) Intensive Courses:** Shorter duration classes meeting less than the full term will have proportional refund periods.

**NOTE:** No refunds for changes in schedules or withdrawal from the institution will be made after the drop/add period for that semester except as stipulated for Title IV recipients who are first-time attendees.

All fees are subject to change by the appropriate Boards without notice.

## BUSINESS OFFICE

The primary function of Business Office at Southeastern Oklahoma State University is to provide a total living environment for the students. The Business Office works closely with the University Food Services (Sodexo) and Residence Life. THESE SERVICES ARE FINANCED THROUGH SELF-LIQUIDATING REVENUE BONDS AND NO MONEY FROM THE STATE OF OKLAHOMA IS INVOLVED. Only money received from the services rendered and the sale of goods is used in financing these services and retiring bonds. Information concerning these services may be obtained by visiting the Business Office in the Administration Building room 208 or by mail at 425 W. University Blvd, Durant, OK 74701.

## Food Services (Sodexo Campus Services)

Food services are designed to meet the culinary and nutritional needs of the student. There is a wide selection of meal plans which enable the student to choose the meal plan that best fits his/her eating needs and daily schedule. The Residence Life Department is proud of our dining services, featuring many cook-to-order items. Sodexo Campus Services is known as a leader in



providing quality dining services to universities all over the country. A meal plan is required for all contracted residential students each semester. A variety of meal plan options are listed below.

To select a housing meal plan, contact the Southeastern Business Office. A plan is required for all resident students. All plans are priced per semester/per person. Please submit this form to the Business Office prior to move-in in person in the Administration Building; by mail at c/o Business Office, 425 W. University, Durant, OK, 74701; or via e-mail to [ssmith@se.edu](mailto:ssmith@se.edu).

### **Resident Student Meal Plans**

#### **Unlimited Plan- \$1,600 for Fall /\$1,600 for Spring**

The Unlimited plan allows you **unlimited access** to the All-You-Care-to-Eat (AYCE) food services in the Café located in the Glen D. Johnson Student Union as many times as you'd like. You can enter for breakfast, lunch, and dinner. This plan is for an individual student and is non-transferable. During Fall and Spring semesters the Unlimited plan provides **\$100** in Flex to use at the Magnolia Grill.

#### **10 Meal Plan - \$1,600 for Fall/ \$1,600 for Spring**

The 10 Meal plan allows you to enjoy any **10** All-You-Care-to-Eat (AYCE) meals in the Café per week (Sunday through Saturday), plus **\$200** in Flex Dollars. The number of meals resets each Sunday morning, and any unused meals do not carry over week to week. This plan also comes with \$200 in Flex Dollars for the semester, which can be used like a debit card in the Café, Magnolia Grill and concessions.

#### **FLEX CHOICE 7 Plan \$1,600 for Fall /\$1,600 for Spring**

The Flex Choice 7 Plan offers the student the availability of 7 meals per week (Sunday through Saturday) in the Café. The number of meals resets to 7 each Sunday morning, and any unused meals do not carry over week to week. The meal plan also comes with \$500 in Flex for the semester, which can be used like a debit card in the Café, Magnolia Grill and concessions.

#### **FLEX CHOICE 5 Plan Available to Shearer Hall and Suites Residents - \$1,100 for Fall/\$1,100 for Spring**

This plan is only available to residents of Shearer Hall and Suites. It provides for 5 meals a week (Sunday through Saturday) in the Café. The number of meals resets to 5 each Sunday morning, and any unused meals do not carry over from week to week. This meal plan also comes

with \$250 in Flex Dollars. It is only available to residents of Shearer Hall and Suites.

### **Commuter/Faculty/Staff Meal Plans**

**Block 25 Meal Plan** – The Block 25 Meal Plan price is **\$125**, and is available to faculty, staff, alumni, commuter students and community members. The 25 meals can be used in the Café any time during business hours and the meals never expire. Payroll deduction is available for faculty and staff, and the meal plan may be purchased at any time during the year.

**Thunder Bucks \$100 Declining Balance plan** with a 10% discount. Plan rolls over from semester to semester, expiring at the start of the fall semester. Plans may be renewed any time for a lesser amount (minimum \$25) after the first \$100 purchased and receive a 10% discount.

## **FINANCIAL AID**

The primary purpose of the financial aid programs at Southeastern Oklahoma State University is to identify deserving students in order to provide them with financial assistance for attending college. These programs are intended to supplement personal efforts in meeting college expenses. Continued support requires that the student remain in good academic standing with the University.

### **Student Financial Aid Services**

Financial Aid is money, or the opportunity to earn money, which helps students attend the college or university of their choice. The Office of Financial Aid at Southeastern Oklahoma State University offers three basic types of financial aid: grants, loans, and student employment.

Grants: A form of aid which does not require repayment or that work be performed.

- Federal Pell Grant
- Federal Supplemental Educational Opportunity Grant (SEOG)
- Oklahoma Tuition Aid Grant (OTAG)
- Oklahoma's Promise (formally OHLAP)

Loans: Money provided to students which must be repaid. Generally, student loans have low interest rates and permit a long term repayment.

- Federal William D. Ford Direct Subsidized Loan

- Federal William D. Ford Unsubsidized Loan- This loan has the same terms and conditions as the Federal William D. Ford Direct Subsidized Loan except that the borrower is responsible for interest that accrues during the deferment periods (including in-school) and during the six-month grace period.
- Federal PLUS (Parent Loan for Undergraduate Students)-This is a loan to parents regardless of income. Funds are sent to the university, and made co-payable to the parent and university. Repayment begins 60 days after the loan is disbursed.

**Student Employment:** An award for which the student must work. Money is earned hourly and paid once monthly. The maximum amount a student can earn under these programs is determined by financial need and availability of funds.

- Federal College Work Study
- Regular University Student Employment

For information concerning the above programs, contact the Office of Financial Aid, 425 W. University Boulevard, Durant, OK 74701-3347; phone (580) 745-2186.

## Scholarships

Fee waiver scholarships are available to students who are pursuing bachelors and master's degrees. The scholarships are awarded through the Office of Admissions and Recruitment Services and through academic departments on campus. The amount of scholarship assistance will be determined by grade-point average, ACT scores, leadership, and in some cases, financial need. Applications are completed online and are available at <http://www.se.edu/future-students/scholarships/>

## Bureau of Indian Affairs

The United States government through the Bureau of Indian Affairs provides annual scholarship grants to assist eligible students to attend institutions of higher education. In order to qualify, a student must prove Indian blood and meet certain residence, need, and scholastic requirements. Grants may cover such items as tuition, books, room and board, travel, and miscellaneous expenses. Further information may be obtained from the Office of Native American Center for Student Success, 1405 North 4th, PMB 2747, Durant, OK 7470-0609; phone (580) 745-2376.

## Rehabilitation Services

The Department of Rehabilitation Services provides benefits to students with substantial physical, mental, or emotional handicaps. Eligibility and the vocational objectives of the student must be approved by a Vocational Rehabilitation Counselor prior to receiving assistance. Financial assistance includes tuition, fees, and textbook allowance based on financial need and financial aid. This information and policy is subject to change when Federal and/or State policies are changed. Inquiries and/or applications should be made at the Durant office located at 801 West Main, Suite A, Durant, OK 74701, or by calling (580) 924-2677.

## Veterans Affairs\*

Southeastern is certified by the Oklahoma State Accrediting Agency to the Veterans Administration (VA) as an approved training institution for certain veterans, eligible dependents or survivors and active service members who qualify for federally-enacted education benefits administered by the VA. Eligible students wishing to use their VA education benefits should contact the SE Veterans Office to initiate the process. It is the responsibility of the student to report to the SE Veterans Office prior to each semester. Regular attendance and satisfactory academic progress is required. Tutoring is available to qualified students through the VA in addition to limited work study opportunities.

Students using VA education benefits must submit all previous training records and transcripts to be evaluated for prior credit.

Students requiring a leave of absence due to military deployment may contact the SE Veterans Office for assistance. Students may request financial and/or academic relief with appropriate military documentation. Each request is reviewed on a case-by-case basis.

For more information, contact the SE Veterans Coordinator (SCO), (580) 745-2174, Administration Building, Rm 105.

## Adult Students

To be eligible to receive funds under any Title IV, Higher Education Act of 1965, financial aid program, an adult student must have a high school diploma or its recognized equivalent.

# **Student Services and Activities**

## **Center for Student Success**

**Native American Center for Student Success**

**Academic Advising and Outreach**

**Learning Center**

**Writing Center**

## **Student Advisement**

## **Dean of Students' Office**

## **Career Management Center**

## **Housing & Residence Life**

## **Student Support Services**

## **Student Tutorial Services**

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# Student Services and Activities

The University maintains several offices that provide assistance for students in a broad range of activities and services. Most student services are administered through the Student Affairs Division. These offices provide advocacy for the individual student, promote diversity, responsible citizenship and student achievement. The Division of Student Affairs cultivates a student-centered, holistic environment which fosters personal growth, a sense of community, and learning through both curricular and co-curricular experiences. The Dean of Students' Office is concerned with and directly involved in the matter of student conduct. The on-line Student Handbook sets forth the various regulations on student conduct as adopted by the Regional University System of Oklahoma's (RUSO) Board of Regents. It is the responsibility of the Office of the Dean of Students to administer these regulations. Another important service is provided by the Career Management Center which assists all students in career decision-making and access to on-campus student work, internships and professional employment after graduation. The Counseling Center offers assistance in the form of counseling, screenings, wellness, etc. The Student Health Services Center addresses the medical and wellness needs of students. Multicultural Student Services are provided through the Office of Student Life. They provide assistance to all ethnic populations, including international students. The Office for Student Life provides students with co-curricular activities to enhance their collegiate experience. The Office of Housing & Residence Life provides a comprehensive living and learning environment for on-campus resident students.

Specialized services administered by the offices of Financial Aid, Vocational Rehabilitation, and Business Office are discussed in the chapter, Student Costs and Financial Aid.

## CENTER FOR STUDENT SUCCESS

The Center for Student Success (CSS) is a centralized location where students can receive services and access information that leads to their academic and personal growth. The offices located in the CSS work together to provide a seamless transition into Southeastern and help students reach their full potential. Programs located in the CSS are:

### The Native American Center of Student Success (NACSS)

Southeastern has one of the largest Native American student populations in the country. Serving as the hub of activity for Native American students, the NACSS provides academic advising and an array of services to our Native American students. Along with professional advisors, the NACSS also houses staff from the Choctaw Scholarship Advisement Program, Choctaw Language Department, and Chickasaw Nation Department of Higher Education. The NACSS has Retention Specialists charged specifically with helping Native American students with accessing funding, academic tutoring, career exploration, and cultural activities. The NACSS staff offers a College Success course specifically for Native American students and special recognition ceremonies.

### The Academic Advising and Outreach Center (AAOC) and the Office of Freshman Programs

The Academic Advising and Outreach Center serves the advisement needs of freshmen (students with less than 24 credit hours), transfer students and students with academic deficiencies. Transfer students with more than 45 credit hours earned will see a Faculty Advisor within their major. Once a student is fully admitted to Southeastern, professional academic advisors work with undergraduate students to identify academic options, select classes, choose appropriate academic strategies, and recognize barriers to academic success. In the AAOC students may also explore career interests, examine general education requirements and the different majors offered at Southeastern. The Office of Freshman Programs facilitates the campus recognition and celebration of the first-year experience.

### The Learning Center and the Writing Center

The Learning Center was established to support the assessment and development of basic skills in English, reading, and mathematics. The Learning Center is part of a comprehensive University effort designed to support quality educational experiences for students. The

Learning Center is charged with the responsibility of assessing and placing new students who may be academically at risk. The Learning Center offers support in basic skills to students through a multi-faceted basic literacy program that is tailored to meet diverse student needs. Competency-based education, individual learning styles, self-paced learning, and different levels of preparedness are essential considerations in the program. The Writing Center allows students to develop enhanced writing skills by providing assessment and feedback on individual academic writing assignments.

## STUDENT ADVISEMENT

Upon completion of the admission process, the Academic Advising and Outreach Center or Student Support Services will assist new students in establishing a schedule that maximizes the opportunities for success. Professional advisors will assist students in understanding specific course and degree requirements, explore interests, explain university services and help establish a plan to reach short-term and long-term goals. Students with disabilities should work directly with the Disability Services Office in order to determine the needs of the students within the guidance of the Americans with Disabilities Act. Music majors need to begin their advisement with the Department of Music.

Each semester a student must receive academic advisement before enrolling in the next semester. An “advisement hold” is placed on student enrollment every semester and this must be removed by a faculty or professional advisor before the student is allowed to enroll. It is highly suggested that students schedule an appointment with their advisor early in the enrollment period in order to give themselves the best chance at securing the courses they need.

## DEAN OF STUDENTS’ OFFICE

The Dean of Students’ Office provides information, policy interpretation, and adjustment of students’ rights; handles disciplinary and social adjustment problems; and assists in the coordination of orientation and retention programs. Staff members are available for general counseling, campus information, assistance with special problems, and help with many phases of campus life. The Dean’s Office will either assist students with a particular problem or will direct them to the appropriate location for a solution.

The Dean of Students is located in the Glen D. Johnson Student Union or online at <http://homepages.se.edu/dean-of-students/>.

## CAREER MANAGEMENT CENTER

The Career Management Center, CMC, promotes success for both Southeastern students and alumni by providing career development, career exploration, and job search opportunities. The CMC PREP services include career assessments, resume and cover letter critiques, interview skill building, assist with professional portfolios, workshops and events. The CMC GET HIRED services include career fairs, access to an online job posting site called HireSEGrads, lecture series, employer on-site informational sessions with interviews, and other events designed to get the SE student hired. Finally, the CMC SUCCEED services include workshops on transitioning from college into the workplace, speakers and other events to help the SE student succeed. Follow SE Career Center on Facebook, Twitter, Instagram, LinkedIn and Pinterest. Visit our website for more information: [www.se.edu/careers](http://www.se.edu/careers)

## HOUSING & RESIDENCE LIFE

The University offers a variety of housing options that provide an exciting living and learning environment. Choctaw, Chickasaw and North Hall are suite style, with the students sharing a room and two rooms sharing a bathroom. Shearer Hall & Suites has apartment style suites, with 2-4 private bedrooms, 2 bathrooms, a shared living room, and a kitchenette.

All single, first-time students under age 20 are required to live in University Housing. Our four residence halls meet the needs of everyone.

### Chickasaw and Choctaw Halls

These two adjacent buildings form one of the most recognizable structures on campus, an 8 story facility with breathtaking views of the campus and surrounding area from the top floors. Most rooms are suite-style living arrangements, where four students share a bathroom and shower, and two students share each bedroom (2 bedrooms per suite). The rooms are fully furnished with two modular style beds that can be lofted or bunked, two

desks, and two dressers. There is a closet for each occupant, and some rooms are equipped with shelf space and locking closets. All rooms have individually controlled heat and air units. Internet access is provided.

The first floor lobby provides an area where residents can relax, watch television with friends, play video or board games, or use the pool table. Recreational and utility items can be checked out through Housing & Residence Life staff stationed in the lobby areas at various posted times throughout the day and evening. These items include pool cues, board games, vacuum cleaners, and brooms.

Each floor is primarily accessed by means of a central elevator bank. Each floor has a lobby area that can be used for socializing in a quieter space than the main lobby. The Aviation community is housed on the 7<sup>th</sup> floor of Choctaw Hall. The Band/Music community is housed on the 8<sup>th</sup> floor of Chickasaw Hall. Each year, additional communities may be designated that reflect the changing interest of students and occupancy rates.

## North Hall

Conveniently located near a central hub of campus, North Hall is located across from Shearer Hall & Suites and is close to the campus laundry room, Academic Advising, and the Learning Center. With the smallest occupancy of all campus residence halls, this facility offers a close knit environment where students find it easy to make friends. North Hall houses three specialty freshman programs, including the Honors Program, the President's Leadership Class, and the FIRST program. North Hall features a quiet first-floor study space and a larger lounge area on the south-side for major gatherings and functions. The rooms in North Hall are arranged as 4 person suites with a bathroom/shower space immediately between two bedrooms. The closets are the most spacious of all our residential facilities. All furniture in North Hall is modular, allowing residents to bunk or loft their beds to create extra space. Internet access is provided via Wi-Fi for residents' convenience.

## Shearer Hall and Suites

Shearer Hall and Suites is our premier living facility. It offers private rooms with private bath or semi-private bathrooms (shared by 2 students) in a suite with a living room and kitchenette. Shearer Hall and Suites boasts a large community room with a full kitchen, a fitness room, a meeting room, small student floor lounges and laundry facilities on every floor. Wi-Fi is available throughout Shearer Hall.

Like all our residence hall rooms, Shearer comes with internet access, via Wi-Fi. Shearer Hall rooms come furnished with modular style furniture, consisting of an extra-long twin sized bed, a desk, and a dresser. Each suite has individual temperature control and bedrooms are equipped with ceiling fans

Additionally, the Shearer Hall courtyards has a sand volleyball court and sports court, which are both heavily utilized by students, as well as picnic tables and picnic grills.

## Specialty communities include the following:

### F.I.R.S.T.

The F.I.R.S.T. (freshmen in Residence Succeeding Together) is a comprehensive residential and academic experience designed to increase success for first year SE students! F.I.R.S.T. Year students will have the opportunity to live and learn in a supportive environment, sharing similar class schedules with other members of the F.I.R.S.T. Year Program.

Modeled after some of the most successful first year student experience practices in higher education, the F.I.R.S.T. Program integrates a supportive and active living environment with an academic plan designed to foster student success. The academic plan includes partial clustering of classes, participation by faculty members who have expressed an interest and skill in working with first year students, and academic advisors and mentors that have office hours in the residence hall. The program also includes activities that are designed to support and enhance community development, personal growth and student success.

Students interested in the F.I.R.S.T. Year Program must enroll in classes and reserve their residence hall room at the same time. Due to the limited number of available spaces, we encourage students to act quickly to ensure a space in the F.I.R.S.T. Program.

### ACADEMICALLY THEMED HALLS

Academically Themed Halls offer students in different majors an opportunity to live in a community with other students enrolled in the same or similar classes. Our Aviation Community and Band/Music Communities have been very popular and successful.

## HEALTH HALLS

The Healthy Halls community was instituted during the 2016-2017 academic year, and was designed to provide a community where students who desired to make healthier choices might find opportunities and support.

## Application and Payment Plans

To apply to live on campus, please sign into your Campus Connect account and select the "Housing Application" tab. The initial application fee/deposit may be paid upon completion of the Residence Hall & Food Service (RH&FS) Agreement using the on-line payment option. If online payment is not possible and to discuss payment plan options, please contact the Business Office at 580-745-2851. Students under 18 years of age, they will not be able to use the on-line application method and will need to submit a paper copy of the RH&FS Agreement that is signed by a parent/legal guardian. The RH&FS Agreement can be obtained online from the Housing & Residence Life website at <http://www.se.edu/dept/hr/> or can be picked up at the Housing & Residence Life Office on the 3rd floor of the GDJ Student Union. If you have additional questions, please contact the Housing & Residence Life Office at 580-745-2948.

## Housing Rates

Housing and meal plan rates are available on the University website: <http://www.se.edu/dept/hr/>

## STUDENT SUPPORT SERVICES

Student Support Services (SSS) is 100% funded by the U.S. Department of Education. The goal of this TRIO program is to foster an institutional climate supportive of the success of students who are limited English proficient, from traditionally underrepresented groups, students with disabilities, students who are homeless or are aging out of the foster care system, or other disconnected students. Student Support Services provides academic tutoring, academic advisement, and assistance with financial aid, education on financial literacy, graduate school counseling, career exploration and exposure to cultural events. Additional information concerning other federal TRIO programs on campus can be found in the section titled Specialized Programs and Projects.

## Academic Tutoring for Students

Southeastern Oklahoma State University, in conjunction with Student Support Services, provides free tutoring to all students. Tutoring is provided in group or individual sessions, as resources are available. To request face-to-face tutoring, contact the Tutor Coordinator, Student Support Services, GDJ Student Union, Suite 204. Free online tutoring, Smarthinking, is available through the SE website under Current Students. SE students can log on with their SE Email usernames and passwords. Students who are interested in tutoring are encouraged to make application with the Tutor Coordinator.

## STUDENT SUPPORT SERVICES - PROJECT TEACH

Student Support Services (SSS) Project: TEACH is a PK-12 teacher preparation grant funded by the U.S. Department of Education. The mission of Project: TEACH is to increase the retention and graduation rates of eligible Student Support Service's (SSS) education majors while instilling the desire to make education a lifelong endeavor. Services provided include: Tutoring, Strategic Academic Planning, help with Financial Aid, Economic/Financial Literacy, Workshops on Teacher Certifications and Portfolio Building, Graduate School Counseling, Supplemental Instruction, Mentoring, Cultural Activities, and Internships. Additional information about SSS Project: TEACH can be found on the Southeastern Oklahoma State University website: <http://www.se.edu/dept/project-teach/>

## STUDENT WELLNESS SERVICES

The Director of Student Wellness Services is housed in Student Health Services and the Counseling Center located in the GDJ Student Union, Suite 229. The website for all Student Wellness Services, containing hours of operation and other contact information, can be found at <http://www.se.edu/dept/student-wellness-services/>. We also manage Facebook, Twitter and Instagram pages that are linked off of the website.

## Counseling Center

The Counseling Center offers programming and support in addressing a variety of issues. Therapeutic services provided include screenings, counseling, interventions, consultations, and referrals regarding substance abuse, trauma recovery, eating disorders, mood disorders, and relationship problems which could ultimately impact academic performance. In addition, the Counseling Center provides informational, educational, and awareness/prevention programs addressing health and wellness issues. Students may seek counseling on their own initiative or be referred to counseling by faculty/staff members, Student Affairs personnel, and/or other interested persons. Two full-time counselors are available for student assistance. Access the website at <http://www.se.edu/depart/counseling-center/>.

## Student Health Services

A wide range of medical services are provided through Student Health Services, including physicals and treatment for many routine illnesses. First aid and health education services are also provided to students. Regular office hours are maintained by the staff nurse and the physicians' hours are posted on our website for review. The University cannot and does not assume responsibility for medical expenses or hospitalization for students injured when taking part in intramural athletic programs, physical activity courses, regular class work, or any other campus activity. The University recommends that each student be covered by their own health and accident insurance.

## Wellness Center

The Wellness Center is available to faculty, staff, students, and some guests. Located in the GDJ Student Union, the Wellness Center is designed for a variety of activities and games such as basketball, volleyball, cardio and strength training. The facility houses an indoor walking track, fitness room, gym floor, and a racquetball court. Facilities can be booked through the Office for Student Life for special events by filling out the form at <http://www.se.edu/dept/student-life/student-life-forms/student-union-facilities-request-form/>. Member rules and information, including hours of operation, can be found on the Student Wellness Services website.

## Intramural Activities

The University Intramural Program is directed by the Wellness Center located in the GDJ Student Union. The program provides an opportunity for the general student

population to participate in competition in a variety of sports and planned activities. More information can be found on planned activities at the Student Wellness Services website.

# STUDENT ACTIVITIES

## Office of Student Life

The Office of Student Life (OSL) is the place to start with campus life. The OSL is comprised of six areas: Savage Storm Leaders, Special Events, Student Organizations, Greeks, New Student Orientation, and Educational Programming. The Office for Student Life is committed to providing an environment in which students can learn from their experiences in co-curricular activities as a complement to their classroom experience.

Participation in campus organizations and University sponsored events is a way to find balance, meet new people, and develop life skills. The OSL is the resource for all student organizations and for students who seek to make the most out of their college experience. The OSL provides assistance with event planning and organization management, acts as a liaison between organizations and the University, and strives to meet the unique needs of Southeastern students through cultural, social and educational programming. If you would like information about involvement on campus, contact the Office of Student Life or visit our website at [www.SE.edu/student-life](http://www.SE.edu/student-life).

## Student Organizations/Performing Groups

A description of the over 70 student organizations and performing groups can be found on the Office of Student Life website at [www.SE.edu/student-life](http://www.SE.edu/student-life), along with guidelines for the establishment of new student organizations. Southeastern encourages students to get involved in campus life through participation in one of the many campus organizations. The Office of Student Life is the link between students and organizations. Southeastern offers opportunities for involvement through the following types of organizations: academic organizations, choral and instrumental music groups, honor societies, religious groups, service and support organizations, political organizations, multicultural organizations, professional organizations, student government, leisure/special interest clubs, fraternities and sororities, and spirit organizations.



## Student Government Association

The Student Government Association (SGA) of South-eastern Oklahoma State University is responsible for (1) engendering a close relationship among the student body, faculty, staff, and administration; (2) preserving revered traditions; (3) encouraging wholesome school spirit comprised of loyalty, cooperation, and unity among students; (4) fiduciary responsibility and duty to expend the SGA budget. Membership in the SGA includes the Executive officers, Student Senate, Supreme Court and all students of SE. The executive and legislative powers of this organization are vested in a Student Senate. The Senate is composed of 25 senators and 3 officers elected by the Student Body. A three-member Supreme Court is appointed by the SGA President with the advice and consent of the Senate. Copies of the Student Government Association Constitution are available in the SGA Office or online at <https://www.se.edu/org/sga/>.

## Student Publications

The University newspaper, The Southeastern, and the University yearbook are published by journalism students under the supervision of a faculty publications advisor. The newspaper and yearbook offices are located in the Fine Arts Building. The Office of Student Affairs and the Dean of Students' Office create the Student Handbook, which contains the Code of Student Conduct. It is available on-line at [www.SE.edu/policies](http://www.SE.edu/policies)

## STUDENT IDENTIFICATION CARDS

Student IDs are made Monday – Friday, 12 pm – 4 pm at the Campus Police office located at the corner of University and Third Avenue. New cards are not required every semester however, at the beginning of each semester cards must be updated at the Library or Business Office in Administration 208. The card is designed to hold four years' worth of information.

To obtain an ID, a current semester class schedule and a valid photo ID such as a driver's license or passport must be presented to Campus Police. If a student does not have a valid photo ID, the Student ID will not be made. The name on the class schedule must match the name on the photo ID. If a student has a name change for any reason, they must go to the Registrar's office in the Administration Building (A100) and complete a name

change form. A copy of this form along with the schedule and photo ID must be presented to Campus Police to obtain a new card.

If an ID is lost or stolen and it was made during the current semester, a replacement ID can be made by paying \$10.00 at the Business Office in Administration 208. The receipt can then be taken to Campus Police, where a reprint of the ID will be made. An additional photo will not be taken and number on the ID will not be changed.

Current Student Identification cards are needed for the following:

- To use the Wellness Center (the indoor walking track, the gym or fitness equipment)
- To access services provided by the Student Health Center (to see the nurse or doctor)
- To eat--Food Services (all resident students' meal plans are downloaded to their student IDs)
- To check out books--Library (for circulation of library materials or use of reserve books/materials)
- Attend Sporting events (for all SE sporting events on campus)

Important University announcements are sent to your SE student email address, including notices to accept student financial aid awards. SE Instructors using the Blackboard system will send class information to your student email address. SE Advisors will send communication to student email addresses.

Spam filtering and other modern features are available with your SE student email account. Plenty of storage space and bandwidth on the email server. Some services require an ".edu" address. A student may also choose to forward their SE email to a personal account.

## PARKING PERMIT INFORMATION

Every person operating a vehicle on the campus of SE must obtain and display a current parking permit on their vehicle. These permits are to be displayed on the rear bumper or on the back glass of the vehicle. Student permits are good for two (2) years and expire on the last day of July. To receive a parking permit, students are required to complete the vehicle registration form on their Campus Connect and bring form with proof of enrollment, vehicle registration and their Driver's license to the

Campus Police Department. There is no charge for these permits. Proof of enrollment is your schedule for the current semester, bill for current semester or updated ID card. You must bring the completed form, pick up the decal and apply to your vehicle for your vehicle to be official registered with the University. Simply completing the form on Campus Connect is not sufficient.

You cannot receive a parking permit without your tag number and proof of enrollment.

If you do not have your tag number at the time you enroll, (example: you just purchased the vehicle and still have the temporary tag), you must wait until you have the official metal tag to receive a decal.

Not receiving a parking permit will not exempt you from responsibility for traffic or parking violations. Campus Police can identify the owner by tracing the tag number through the Department of Public Safety.

Permit holders are responsible for all charges made against their vehicle, regardless of the driver at the time of the offense.

Being unable to find a designated parking spot or parking incorrectly because someone else is improperly parked is NOT justification for improper parking.

Vehicles with excessive tickets are subject to being booted. You will be required to pay a removal fine before it will be removed.

Cars parked in FIRE ZONES and HANDICAPPED ZONES will receive a ticket and possibly be towed away at the owner's expense.

Students are not allowed to park in the Faculty/Staff Paid Parking Lots, located behind the Russell/Fine Arts and Biology buildings until after 4 pm. Signs are posted at all entrances to these lots with this information.

Students wishing to dispute their tickets must go to the Dean of Student Affairs office in the GDJ Student Union 312 and complete their appeal form. The student will be contacted to appear when the appeal committee meets each semester.

If you have any questions, please feel free to contact Campus Police at 745-2727.

# **University Compliance**

**Title IX**

**Faculty and Staff Mandatory Training**

**Student Mandatory Training**

**University Faculty**

**Nondiscrimination, Equal Opportunity and Affirmative Action Policy**

**Office of Disability Services**

**Student's Right to Privacy**

## Title IX

“No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.”

Both Title IX and University Policy prohibit discrimination in services or benefits offered by the University based upon gender.

Sexual harassment is a form of gender discrimination and therefore prohibited under Title IX. Sexual harassment is defined as unwelcome sexual advances, requests for sexual favors, or other verbal or physical conduct of a sexual nature.

The following are examples of types of conduct that may constitute sexual harassment:

- Inappropriate touching, patting, or pinching
- Physical assault or coerced sexual activity
- Demands or subtle pressure for sexual favors
- Obscene phone calls, texts, email, or gestures

Any person (student, faculty, staff, or guest) who believes that discriminatory practices have been engaged in based upon gender may discuss these concerns and file informal or formal complaints of possible violations of Title IX with the Title IX Coordinator.

It is the policy of this university to provide equal employment and educational opportunity on the basis of merit without discrimination because of age, race, ethnicity, color, sex, religion, national origin, sexual orientation, veterans' status, or disability.

### Faculty and Staff Mandatory Training

The Office for Civil Rights of the U.S. Department of Education has issued additional Title IX guidelines of the Education Amendments of 1972.

Universities are under scrutiny regarding compliance with Title IX. The Education Amendments of 1972 prohibit discrimination on the basis of gender at educational institutions that receive federal funding. Title IX is in some ways analogous to Title VII of the Civil Rights Act that prohibits employment discrimination on the basis race, color, religion, sex, and national origin. Title VII prohibits sexual harassment in places of employment. Title IX has broad implications.

However, the most recent emphasis has been on sexual violence and prevention. As a result, universities are making efforts to inform members of their communities about the provisions of Title VII and Title IX and to fulfill the mandates of these important pieces of legislation. Any university employee who works with students has federally mandated responsibilities for reporting possible incidents that are covered by this legislation. All SE Employees have been designated as a responsible employee and as a result are expected to take mandatory annual training on Title VII and Title IX. We thank you for your commitment in assisting the University maintaining adherence to these federal compliance mandates and keeping our campus safe.

### Student Mandatory Training

Beginning fall 2015, all students are required to complete mandatory Sexual Violence/Sexual Harassment training.

Faculty and staff may report incidents to:

Title IX Coordinator  
311 Administration  
580-745-3090

Students may report incidents to:

Student Affairs Office  
205 Administration Building  
580-745-2364

## Nondiscrimination, Equal Opportunity and Affirmative Action Policy

To indicate institutional compliance with the various laws and regulations that require a Nondiscrimination, Equal Opportunity and Affirmative Action Policy, the following statement is intended to reflect that Southeastern Oklahoma State University shall, in all manner and respects, continue to be an Equal Opportunity Employer, and offer programs of Equal Educational Opportunity. This institution, in compliance with Title VI and VII of the Civil Rights Act of 1964, Executive Order 11246 as amended, Title IX of the Education Amendments of 1972, American with Disabilities Act of 1990, and other federal laws and regulations does not discriminate on the basis of race, ethnicity, color, national origin, sex, age, religion, disability, or status as a veteran, special disabled veteran, or any status protected under applicable federal, state, or local law or ordinance in any of its policies, practices or procedures. This includes, but is not limited to,

admissions, employment, financial aid, and educational services.

It is the policy of Southeastern Oklahoma State University to take every available opportunity to ensure that each applicant who is offered a position at the University shall have been selected solely on the basis of qualification, merit, and professional capability.

It is further the policy of the University to be in voluntary compliance with any and all statutes, regulations, and executive orders which deal with equal opportunity and nondiscrimination, regardless of whether such statutes, regulations, or executive orders be of federal or of state origin.

The University subscribes to the fullest extent the principle of the dignity of all persons and of their labors. In order to ensure complete equal opportunity, the University shall actively recruit applicants for positions from all segments of the population locally and nationally.

## THE OFFICE OF DISABILITY SERVICES

The Office of Disability Services at Southeastern Oklahoma State University serves students, faculty, staff, and campus visitors with disabilities by providing useful resources, prompt and effective accommodation, and advocacy. Through education of the campus community and removal of access barriers, this office promotes equal opportunity and empowerment for all persons with disabilities. The University is committed to compliance with Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act (ADA) of 1990, and the American with Disabilities Amendment Act (ADAAA) of 2008.

Through the Office of Disability Services, accommodations can be arranged for physical impairment, leaning disability, hearing or vision impairments, cognitive disorders, and any other disability. This may include classroom and academic modification, housing arrangements, or other access solutions around campus depending on individual need. To receive services or accommodations on the basis of disability please gather relevant documentation of the disability and contact the Coordinator of Disability Services at 580.745.2392 or by email at [mdavis@se.edu](mailto:mdavis@se.edu). The Office of Disability Services is located in the Glen D. Johnson Student Union in room 328

## STUDENT'S RIGHT TO PRIVACY

### Notification of Rights under FERPA

The Family Educational Rights and Privacy Act of 1974 (FERPA) affords students certain rights with respect to their education records. These rights include:

- (1) The right to inspect and review the student's education records within 45 days of the day the University receives a request for access. Students should submit to the Vice President for Student Affairs written requests that identify the record(s) they wish to inspect. The University official will make arrangements for access and notify the student of the time and place where the records may be inspected. If the records are not maintained by the University official to whom the request was submitted, that official shall advise the student of the correct official to whom the request should be addressed.
- (2) The right to request the amendment of the student's education records that the student believes is inaccurate. Students may ask the University to amend a record that they believe is inaccurate. They should write the University officials responsible for the record, clearly identify the part of the record they want changed, and specify why it is inaccurate. If the University decides not to amend the record as requested by the student, the University will notify the student of the decision and advise the student of his or her right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the student when notified of the right to a hearing.
- (3) The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent. One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests. A school official is a person employed by the University in an administrative, supervisory, academic or research, or support staff position (including law enforcement unit personnel and health staff); a person or company with whom the University has contracted (such as an

attorney, auditor, or collection agent); a person serving on the Board of Trustees; or a student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks.

A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

Upon request, the University discloses education records without consent to officials of another school in which a student seeks or intends to enroll. This may include updated or corrected information. This includes disciplinary and health records, with the caveat that it must be related to the student's enrollment or transfer.

- (4) The right to file a complaint with the U.S. Department of Education concerning alleged failures by Southeastern Oklahoma State University to comply with the requirements of FERPA. The name and address of the Office that administers FERPA is:  
 Family Policy Compliance Office  
 U.S. Department of Education  
 400 Maryland Avenue, SW  
 Washington, DC 20202-4605
- (5) The right to request that the following directory information pertaining to them not be published. The law requires that written approval from the student is necessary before granting access to or releasing educational records to a third party, except in the case of directory information and in response to a Federal Grand Jury subpoena. Other exceptions are listed in the Notification of Rights section in the SE Student Handbook. Directory information is a category of information and does not refer to a publication known as a "directory." Students have the right to refuse the release of information which has been identified as directory information. However, if the student chooses to exercise that right, he or she must appear in person in the Office of the Registrar by the last day to drop/add a class and sign a form stipulating that information not be released. Information that Southeastern Oklahoma State University has declared to be directory information is listed below:
- \* Student's name
  - \* Local and permanent addresses
  - \* Telephone number
  - \* Date of birth
  - \* Place of birth

- \* Last school attended
- \* Major field of study
- \* Academic classification
- \* Participation in officially recognized organizations, activities and sports
- \* Dates of attendance at Southeastern Oklahoma State University
- \* Degree(s) held, date granted, and institution(s) granting such degree(s)
- \* Enrollment status (full, part-time, undergraduate, graduate)
- \* Awards granted (Honor Rolls, Who's Who, etc.)
- \* Photographs
- \* Weight and height of members of athletic teams
- \* Electronic mail addresses

Students wanting to know more about FERPA may go to 20U.S.C§1232g or go to the SE website and look for FERPA in Student Handbook.

# **Academic Information**

**General**

**Advisement and Enrollment Preview Clinics**

**Academic Forgiveness Policy**

**Retention, Probation, and Readmission Policies**

**Appeal of an Assigned Grade**

**Changes and Withdrawals**

**Honor Rolls**

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# Academic Information

This chapter provides information and states academic policies that are a matter of public record. The purpose of these policies is to promote quality education and to provide systematic and equitable administration of the academic program.

Academic policies are developed by the faculty of the University and approved by the appropriate committees and councils within the University. In certain instances, policies are set by the University's governing board, the Regional University System of Oklahoma, and the coordinating board, the Oklahoma State Regents for Higher Education.

## GENERAL

### Academic Year

The academic year consists of two semesters, August through December and January through May, and a summer session in June and July.

### Semester Hour

A semester hour consists of one class period per week in a subject for one semester, with the exception of laboratories, practicums, or physical education activity classes in which two periods per week is a semester hour. In the summer session, the period of class contact per semester hour is doubled. It is the University's policy that each semester hour represents sixteen faculty-student contact periods per term, or thirty-two hours of regularly scheduled laboratory, or other formal course activity per term.

### Course Numbering System

Courses are numbered so as to indicate the degree of advancement. In general, courses numbered lowest are those which should be completed first. Zero-level courses (i.e., MATH 0123) are remedial and do not count as college credit hours in meeting academic/degree requirements. Courses with numbers beginning in the 1000 and 2000 series are lower-division and considered designed for freshman and sophomore students. Courses with numbers in the 3000 and 4000 series are upper-division level to be taken by junior and senior students.

Courses numbered in the 5000 series are for graduate students only.

Students should also be aware that the last digit of the course number indicates the amount of semester-credit-hours awarded for the course completion. For example, ENG 1113 is a three-hour course, THTR 3432 is a two-hour course.

### Student Classification

Students are classified according to their earned college-level credits as follows: freshman, 0-29 semester hours; sophomore, 30-59 semester hours; junior, 60-89 semester hours; senior, 90 semester hours and above.

### Academic Load

A regular undergraduate student is classified as full-time if he/she is enrolled in twelve (12) or more hours. A summer term undergraduate student is classified as full-time if he/she is enrolled in six (6) or more hours.

The maximum load that an undergraduate student will normally be permitted to carry is 18 hours per semester. Students attaining a retention/graduation grade-point average of at least 3.0 and having completed a minimum of 15 semester hours will be permitted to carry up to a maximum of 21 hours during the next semester. Verification that the above criteria have been satisfied will be provided by the Office of the Registrar.

During the summer session, nine hours of work is the normal maximum load. Twelve hours may be taken provided the student has attained an overall grade-point average of 3.0 and has completed a minimum of 15 semester hours. Verification that the above criteria have been satisfied will be provided by the Office of the Registrar.

Permission of the Department Chair of the student's major will be required for overload requests of 19 to 21 hours in a regular semester and 10 to 12 hours in a summer session with less than a 3.00 retention/graduation grade-point average. All other overload situations must be approved by the Vice President for Academic Affairs.



## Grades and Grade-point Calculations

Grade Points	Grade	Semester Hour
A	Excellent	4
B	Good	3
C	Average	2
D	Below Average	1
F	Failure	0
Grade Points	Grade	Semester Hour
P	Passed	*
NP	No Pass	*
S	Satisfactory	**
U	Unsatisfactory	**

\* GPA Neutral

\*\* GPA Neutral—used for zero-level courses only

### Other Symbols

**I** An incomplete may be used at the instructor's discretion to indicate that additional work is necessary to complete a course. To receive an "I", the student should have satisfactorily completed a substantial portion of the course work for the semester but be unable to complete the remaining work due to extenuating circumstances. The "I" will become permanent within one year of the date of its posting. An "I" is GPA neutral.

**AU** Audit status is used for the student not interested in obtaining a course grade, but who is enrolled simply to gain course information. Enrollment in a course under audit status requires permission of the academic department offering the course. The allowable time to change an enrollment status from audit to credit or from credit to audit is within the first five class days of a regular semester and within the first three class days of the summer term. An "AU" is GPA neutral.

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

**W** Withdrawals transacted during the first five days of a regular semester or during the three days of a summer term will not be recorded on the student transcript. A "W" will be recorded on the transcript for all withdrawals occurring during the sixth day through the twelfth week in a regular semester or during the fourth day through sixth week in a summer session. No course withdrawals, including complete withdrawals, are permitted during the last two weeks of the term. These

deadlines are for regularly scheduled, full-term courses. All other courses will have proportional withdrawal timelines. A "W" is GPA neutral.

**AW** An administrative withdrawal may be assigned by the Office of Academic Affairs to indicate that a student has been "involuntarily" withdrawn for disciplinary or financial reasons or for inadequate attendance. An "AW" is GPA neutral.

**X** Indicates that a graduate thesis or dissertation is in progress; will be subsequently replaced by an appropriate grade. An "X" is GPA neutral.

## NEW STUDENT ORIENTATION/CAMP SE

### New Freshmen

New first-time entering freshmen are required to attend a Camp SE which is designed to make the transition to college life as easy as possible. This Camp SE is for everyone - resident, commuter, and non-traditional student. Students will have the opportunity to connect with faculty and other students, learn about Student Affairs and campus life, and make Southeastern feel more like home before classes begin. Several Camp SE dates are available for new freshmen students beginning in a fall semester but only one Camp SE is available for a spring semester. Camp SE dates and contact information will be listed at <http://www.se.edu/> for each semester.

Southeastern recommends that all first-time freshmen enroll in a two-hour orientation course, ORIE 1002 COLLEGE SUCCESS. This course is designed to provide an opportunity for freshmen to learn, practice, and adopt specific strategies to support their success in college. Class time is spent in a variety of activities, including lectures, exercises, and group discussions of issues relevant to student success. This course is required for students enrolled in remedial courses and for students who are undecided majors.

## Camp SE Online

Camp SE Online is a special online version of our on-campus Camp SE that is geared for our incoming nontraditional and transfer students. Because we believe that your participation in one of our programs is vital in ensuring a smooth transition to campus, we have created this online orientation to be accessible to you anytime from anywhere you can access your student Blackboard account.

By participating in the Camp SE Online you will:

- be introduced to many of the resources and helpful staff available to you at SE
- have access to information which will be important to your success as a student
- Understand the University expectations and requirements
- learn about SE traditions and college life
- set realistic expectations for your academic achievement

You may register for Camp SE Online at:

<http://www.se.edu/campse/>

## ACADEMIC FORGIVENESS POLICY

Southeastern provides three Academic Forgiveness options to help eligible students overcome low academic standing. Although the transcript will still be a full and accurate reflection of the student's academic performance/history, the retention/graduation grade point average (GPA) will reflect any academic forgiveness. The academic forgiveness options available are: Repeated Courses, Academic Reprieve, and Academic Renewal. A student may only receive one academic reprieve or renewal in his/her academic career and only one option can be used. The repeated course provision may be used independently within the limits listed below.

### Repeated Courses

The first four courses (not to exceed eighteen hours) of repeated course work in which the original grade was a "D" or "F" are the only courses in which the original course grade will not be included in the Retention/Graduation GPA. If such a course is repeated more than once, all grades with the exception of the original course grade, will count in computing the GPA. Students may repeat courses above the first four courses or eighteen hours of "Ds" or "Fs" and they may also repeat

courses with grades of "C" or better; however, in each of these instances all grades will be included when calculating the GPA.

It is the student's responsibility to notify the Office of the Registrar when a repeated course situation occurs, whether the original course or the repeat course was taken at SE or any other institution. If either course (original or repeat) was taken at another institution, it may be necessary for the student to obtain verification from the appropriate SE academic department that the original course and the repeat course are in fact deemed to be equivalent courses. To comply with this policy, the student should request a "Repeated Course Notification" form from the Office of the Registrar, Administration Building, and Room 100. This form should be filed with the Registrar as soon as a repeated course situation occurs.

## Academic Reprieve

A student may request and be granted an Academic Reprieve for a maximum of two consecutive terms of enrollment at any institution subject to the following guidelines:

1. A minimum of three years must have elapsed since the end of the semester(s) being considered for reprieve.
2. Prior to requesting the reprieve and subsequent to the semester(s) for which the reprieve is being requested, the student must have completed at least twelve semester hours of regularly graded course work, excluding activity or performance courses. This course work may have been completed at any accredited higher education institution.
2. The student must have earned no grade below "C" subsequent to the semester(s) for which the reprieve is requested.
4. The student must be currently enrolled at Southeastern.

Academic reprieves will not be granted for students who have received a bachelor's or higher degree from any institution, or for students who are attending, or seeking admission to, another institution (in state or out of state).

Further information and appropriate forms regarding academic reprieves are available in the Office of Academic Affairs, Administration Building, Room 307.

## Academic Renewal

A student may request and be granted an Academic Renewal of previous terms of enrollment from any institution subject to the following guidelines:

1. A minimum of five years must have elapsed since the end of the semester(s) being considered for renewal.
2. Prior to requesting the renewal and subsequent to the semester(s) for which the renewal is being requested, the student must have completed at least twelve semester hours of regularly graded course work, excluding activity or performance courses. This course work may have been completed at any accredited higher education institution.
3. The student must have earned no grade below "C" subsequent to the semester(s) for which the reprieve is requested.
4. The student must be currently enrolled at Southeastern.

For the academic renewal, the student must indicate the term from which all prior course work is requested to be excluded from the retention/graduation GPA calculation.

Academic renewals will not be granted for students who have received a bachelor's or higher degree from any institution, or for students who are attending, or seeking admission to, another institution (in state or out of state).

Further information and appropriate forms regarding academic renewals are available in the Office of Academic Affairs, Administration Building, Room 307.

## RETENTION, PROBATION AND READMISSION POLICIES

Southeastern Oklahoma State University, in cooperation with the Oklahoma State Regents for Higher Education, has adopted the following policy relating to

retention of students pursuing undergraduate course work. The three-phase policy combines an early notification of students experiencing academic difficulties with a gradual increase in the overall standards required for retention/continued enrollment at the University. All courses in which a student has a recorded grade will be counted in the calculation of the retention/graduation grade-point average (GPA) with the exception of those courses excluded as detailed in the preceding section, "Academic Forgiveness Policy".

All students at Southeastern Oklahoma State University will be classified in one of the following categories for retention purposes:

### Good Academic Standing

Any student who meets the retention requirements as set forth in this section will be considered as being in good academic standing.

### Academic Notice

Any student with 30 or fewer credit hours with a cumulative retention/graduation GPA of 1.70 to 1.99 will be placed on academic notice.

### Academic Probation

Any student whose cumulative retention/graduation GPA falls below the retention requirements as stated herein will be placed on Academic Probation.

Students placed on Academic Probation must maintain a minimum GPA of 2.00 (excluding activity/performance courses) for each term of enrollment until they achieve the cumulative retention/graduation GPA necessary to regain "Good Academic Standing" status.

### Academic Suspension

Any student who is on "Academic Probation" and does not achieve a term GPA of 2.00 (excluding activity/performance courses) will be immediately suspended and will not be eligible for reinstatement until one regular semester (fall or spring) has elapsed.

## Retention Requirements

Credit Hours	Retention/Graduation*
<u>Attempted</u>	<u>GPA</u>
0 through 30	1.7
Greater than 30	2.0

\*NOTE: All courses in which a student has a recorded grade will be counted in the calculation of the retention/graduation GPA excluding any courses academically forgiven as detailed in this chapter under the “Academic Forgiveness Policy” and excluding remedial/development (pre-college) courses. Beginning in Fall 1994, the retention/graduation GPA will also exclude physical education activity courses.

## Continued Enrollment of Suspended Seniors

A senior student (90 or more semester credit hours) in a specified degree program who has failed to meet the retention/graduation GPA of 2.0 or the semester GPA of 2.0, which would allow him/her to continue, may enroll in an additional 15 semester hours in a further attempt to achieve the requirements for graduation. Such students will be afforded this extension one time only.

## Procedures for Reinstatement of Suspended Students

Students suspended from Southeastern Oklahoma State University will not be allowed to reenter the institution for at least one regular semester (fall or spring) except as provided in the suspension appeals process. Any suspended student who has been suspended for at least one regular semester may apply for readmission to Southeastern Oklahoma State University. An interview will be conducted with the student by the Director of Admissions in an effort to determine if the conditions that led to the academic suspension have been corrected. If, in the judgment of the Director of Admissions, the student has a reasonable chance of academic success, s/he will be permitted to reenter the University.

The following criteria will apply to all students readmitted to Southeastern Oklahoma State University after serving at least one regular semester on academic suspension:

1. Suspended students can be readmitted only once.
2. Such students will be readmitted on probationary status and must maintain a 2.0 grade-point average (GPA) each semester attempted while on probation or raise their retention/graduation GPA to the designated retention level.
3. Should a student who has been reinstated be suspended a second time from Southeastern Oklahoma State University, s/he cannot return to Southeastern until such time as s/he has demonstrated, by attending another institution, the ability to succeed academically by raising his/her retention/graduation GPA to the retention standard.

## Appeal for Immediate Readmission after Suspension from Southeastern

Students who feel that they have had extraordinary personal circumstances which contributed to their academic difficulties may petition for immediate reinstatement by requesting an “Application for Academic Appeal” from the Office of Academic Affairs, Administration Building, Room 307, (580) 745-2200. If approved, the student will be reinstated for one semester on a probationary basis and must meet the retention requirements at the end of the semester for continued enrollment at Southeastern Oklahoma State University. Should a subsequent suspension occur, the student will not be allowed to reapply until such time as s/he has demonstrated an ability to succeed academically by attending another institution and subsequently raising his/her retention/graduation GPA to meet retention requirements.

## Procedures for Admission of Students Suspended from Other State System Institutions

In some instances, students with no more than one suspension from another State (Oklahoma) System institution may apply for Probationary Admission. To be considered for Probationary Admission students must meet either Option A or Option B as follows:

## APPEAL OF AN ASSIGNED GRADE

### Option A:

1. At the time of first college admission, met all other applicable Southeastern Oklahoma State University admission criteria.
2. Must sit out a regular (fall or spring) semester.
3. Interview with the Director of Admissions. Skills testing may be required at this time.

### Option B:

1. Meet the first requirement stated in Option A.
2. Students who do not wish to sit out a semester (fall or spring), may request consideration for Probational Admission through the Academic Appeals Committee. The Committee will determine whether or not the circumstances surrounding the suspended student's appeal warrant admission to Southeastern Oklahoma State University and will make a recommendation to the Director of Admissions. The Director of Admissions will then consider the recommendation of the Academic Appeals Committee and determine whether or not to admit the student. An "Application for Academic Appeal" may be obtained from the Office of Academic Affairs, Administration Building, Room 307, (580) 745-2200.

If approved, the student is admitted on academic probation. Future enrollments will depend upon the student maintaining a 2.0 grade-point average (GPA) each semester attempted while on probation or by raising his/her retention/graduation GPA to the designated retention level.

A student entering Southeastern through this process may be required to participate in Basic Skills Testing in order to enhance his/her academic chances of success. Additional information concerning this requirement may be obtained from the Office of Admission and Recruitment.

Student Support Services will also be available to any student admitted under this category.

The Academic Appeals Committee acts upon appeals received in writing from faculty or students who seek to have grades or records altered. Students will have one calendar year from receipt of a grade to file an appeal. Faculty are required to retain student grades/exams and papers for one calendar year. Exceptions for appeal beyond one year will be considered in extenuating circumstances in which student's exam grades/papers would not be necessary in order to consider the appeal. The decision of the Academic Appeals Committee will be final. The procedure for submitting a grade appeal is as follows:

1. Request an "Application for Academic Appeal" from the Office of Academic Affairs, Administration Building, Room 307, (580) 745-2200.
2. Submit the application form along with a letter stating the reasons for the appeal to the Office of Academic Affairs.
3. After the application is received, the Office of Academic Affairs will inform the student in writing of the meeting date. The Committee usually meets at the beginning of each semester.
4. The student is encouraged to appear before the committee.
5. The final decision of the Academic Appeals Committee is submitted to the student by mail.

The Academic Appeals Committee is composed of eleven members. Eight faculty members, two from each academic school, are appointed through the University Committee Structure for two-year staggered terms and two students of upper-division or graduate standing are appointed by the President for one-year terms. The administrative liaison for the committee is the Assistant Vice President for Academic Affairs.

## CHANGES AND WITHDRAWALS

Students finding it necessary to terminate their work in any class or their entire enrollment before the last day to drop a class should contact the Office of the Registrar for appropriate forms and instruction concerning withdrawal procedures.

Class withdrawals, including complete withdrawals, when transacted as a change of schedule during the first five days of a regular semester or during the first three days of a summer term, will not be recorded on the academic transcript.

Any student reported by their instructors as “never attended” in 100% of the courses in which they are enrolled may have their enrollment cancelled as a “No Show” student for the semester. In these cases, there will be no grade record or charges for the courses.

Any student who withdraws from a course during the sixth day through the twelfth week in a regular semester or the fourth day through the sixth week in a summer session, will receive a grade of “W” in the course.

No course withdrawals, including complete withdrawals, are permitted during the last two weeks of the term.

It should be noted that the preceding deadlines for class withdrawals are for regularly scheduled, full-term classes. Shorter duration (accelerated) courses—interim courses and intensive courses (length less than sixteen weeks, fall or spring; eight weeks, summer)—will have proportional timelines and refund periods.

## LEAVE OF ABSENCE

### Military Leave

If a student is called to active military service during a term in which the student has completed an amount of work sufficient to receive a grade, as determined by the university, the university may award a grade to the student and give the student academic credit for the full semester’s work. If the student has not completed an amount of work sufficient to receive a grade, the university may refund or waive tuition and fees in accordance with the policy of the Oklahoma State Regents for Higher Education.

Students should contact the School Certifying Official/Registrar’s Office as soon as they are aware of the expected leave and provide copies of their military orders. The SCO will work with the student to determine the best plan of action regarding their enrollment.

### Medical Leave

Students may initiate a leave or withdrawal from the University for medical or psychological reasons. At the discretion of the Office of Disability Services (or designee), and subject to the refund policies of the institution. Incomplete grades or other academic accommodations may be made as well, subject to the academic policies of the University. Modifications to housing contracts may also be possible.

The normal University procedures for leave or withdrawal will be followed including any documentation requirements. If a student takes a voluntary leave, the leave documentation will specify the duration of the leave and options for extension. The student is permitted to return upon the end of the leave, subject only to any conditions or restrictions outlined and agreed to prior to the leave or withdrawal. Students taking a leave or withdrawal are under no obligation to accept these conditions, but, should they accept them, they are subject to them. Any conditions should be designed to ensure the success of the student upon return.

### Readmission following a Leave of Absence

Students who wish to return after a leave of absence are required to reapply for admission and will be treated as any other applicant for admission at that time.

## HONOR ROLLS

Undergraduate students who have achieved superior academic performance are recognized by Southeastern Oklahoma State University each semester by being named to the President’s Honor Roll or the Dean’s Honor Roll. Eligibility for this recognition is as follows:

### President’s Honor Roll

For a fall or spring semester, the student must complete a minimum of twelve (12) semester hours of college-level courses (1000-4999) with a 4.0 grade-point average\* (no grade lower than A).

For a summer term, the student must complete a minimum of six (6) semester hours of college-level courses (1000-4999) with a 4.0 grade-point average\* (no grade lower than A).

## Dean's Honor Roll

For a fall or spring semester, the student must complete a minimum of twelve (12) semester hours of college-level courses (1000-4999) with a 3.5 grade-point average\* and no grade lower than B.

For a summer term, the student must complete a minimum of six (6) semester hours of college-level courses (1000-4999) with a 3.5 grade-point average\* and no grade lower than B.

\*NOTE: Courses graded with an I, N, P, or S are excluded from the minimum credit hours required to be considered for the honor roll.

## SENIORS IN GRADUATE COURSES

Senior students at Southeastern Oklahoma State University, enrolling in their final semester of undergraduate study, may enroll in graduate courses provided they have fulfilled the following criteria:\*

1. Have a cumulative overall GPA of 2.75 or a GPA of 3.00 on the last sixty (60) semester hours attempted.
2. Be enrolled in enough undergraduate course work to complete the requirements for the bachelor's degree.
3. Have a total credit hour enrollment not exceeding sixteen semester hours in a regular semester (fall or spring) or eight semester hours in a summer session.
4. Submitted up-to-date transcripts of all college work to the Graduate Office.
5. Obtained permission from the Dean of Graduate Studies, Administration Building, Room 307.

Seniors receiving permission to enroll in graduate courses are provisionally admitted to graduate study.

\*This policy does not apply to graduate counseling courses (those with the COUN prefix) per program specialty accreditation requirements.

## SENIOR ASSESSMENT

All students at Southeastern are required to participate in a variety of assessment activities. Exit-level assessment is conducted during the senior year in the major field. Assessments within the major may also be required at other times. In addition to the above activities, students are required to respond to surveys and submit samples of their work for portfolios.

## GENERAL EDUCATION PROGRAM

### Mission

The General Education Program at Southeastern Oklahoma State University seeks to provide a broad foundation of intellectual skills, knowledge, and perspectives essential to all students by virtue of their involvement as human beings in a diverse, technological, and evolving global society. The program is designed to ensure that students acquire a broad understanding of human kind's cultural heritage in both the arts and sciences, think logically, critically, and creatively, communicate clearly and effectively, and develop skills, values, and attitudes essential to living meaningful and responsible lives.

### Vision

To ensure that students perceive general education as a unified and related curriculum, courses within the general education curriculum should share certain components so that students clearly recognize common threads woven into the tapestry of their educational experience. To that end, every general education course should include a strong communication component and provide students with active practice in critical thinking and creative problem solving. In addition, when practical, a general education course should include integration with other disciplines and provide students with global and multicultural perspectives.

### Goals of General Education

- A. **Communication Goal:** The goal of the communication component of general education is to enhance the student's oral and written communication skills.

- B. Mathematics Goal:** The goal of the mathematics component of general education is to recognize and communicate using mathematical ideas.
- C. Sciences Goal:** The goal of the sciences component of general education is to observe and evaluate natural processes.
- D. Social and Political Institutions Goal:** The goal of the social and political institutions component of general education is to investigate the development of social, political, and/or economic institutions.
- E. Wellness Goal:** The goal of the lifelong wellness component of general education is to recognize the importance of physical and emotional health throughout the life cycle.
- F. Fine Arts and Humanities Goal:** The goal of the fine arts and humanities component of general education is to explore the cultural heritage of humans and intrinsic value of the fine arts.
- D. Social and Political Institutions Goal--students will be able to:**
1. Critically evaluate a major period or event in United States history
  2. Discuss the origins, organization, and/or operation of the political systems of the United States of America.
  3. Explain the processes of social and/or economic institutions in the context of local, national and global communities.
  4. Explain the forces that shape individual and group behavior.
- E. Wellness Goal--students will be able to:**
1. Create a personal wellness plan that includes physical, emotional and mental dimensions.
  2. Explain the links between chronic disease, diet, exercise, stress and mental health using scientific evidences.
  3. Evaluate the different factors which influence the individual variations in personal health, such as, biological/neurochemical, environment/learning and cultural context.

## Learning Outcomes by Goal

- A. Communication Goal--students will be able to:**
1. Construct (produce) oral and written products using American English with standard diction, grammar, and mechanics.
  2. Compose effective written documents in the form of essays, journals, research projects, or other compositions.
  3. Demonstrate effective speaking and listening skills to convey information in a logical and clear oration.
  4. Critically read a passage and analyze the content.
- B. Mathematics Goal--students will be able to:**
1. Solve problems using principles of algebra, statistics and/or symbolic logic.
  2. Apply mathematical formulas to solve problems.
- C. Sciences Goal--students will be able to:**
1. Design an experiment suitable for scientific investigation.
  2. Interpret scientific formulas, graphs, and tables.
  3. Demonstrate a proficient knowledge of pure and applied science principles.
- F. Fine Arts and Humanities Goal--students will be able to:**
1. Analyze theories, competing explanations of events, behaviors, and aesthetics;
  2. Construct logical arguments based on cultural and aesthetic artifacts.
  3. Distinguish how different cultural perspectives and values affect interpretation of events and ideas.
  4. Critique the human creative process in the development and production of the fine arts and letters.

Forty-four semester hours of general education, distributed as described in the degree requirements, are required of all students working toward a bachelor's degree. Some degree plans require specific courses to fulfill the General Education categories stated. Bachelor of (Specialty) requires the same General Education as the B.A. and B.S. degrees unless otherwise specified.

## GENERAL EDUCATION ASSESSMENT

All students at Southeastern are required to successfully complete a variety of assessment activities.



Students from all undergraduate classifications are selected to participate in university-wide mid-level testing either on assessment day or in targeted courses each semester. The mid-level assessment is administered on the first Wednesday in March and October. University-wide assessment examines the general education skills of students in the areas of reading, writing, mathematics, science reasoning, and critical thinking. Students selected for mid-level assessment are notified that their enrollment in the following semester will be delayed if they fail to successfully complete the assessment test when notified. Students also are required to complete departmental assessments in general education courses; this assessment will target specific learning outcomes addressed by each course. Students also may be required to respond to surveys, submit samples of their work for portfolios, or complete exit interviews.

## TEACHER EDUCATION PROGRAM

We welcome you to visit Southeastern's Teacher Education website to view or print a full copy of the undergraduate Handbook for Teacher Education and the Handbook for Student Teaching.

<http://www.se.edu/dept/teacher-education/applications-handbooks/>

Southeastern offers thirteen teacher education programs (ten at the undergraduate level; three at the graduate level). Each of the fifteen program areas has designated advisors and advisement sheets available. These advisement sheets may be obtained from the department offering the program.

### Undergraduate Teacher education programs

Art Education  
 Early Childhood Education  
 Elementary Education  
 English Education  
 Mathematics Education  
 Music Education  
 Physical Education  
 History Education  
 Special Education

## Graduate Education Programs

Curriculum and Instruction  
 Educational Leadership  
 Special Education  
 School Counseling

The teacher education program at Southeastern Oklahoma State University is based on the shared vision that candidates should be trained to be competent, committed and ethical. The theme statement *Professionals for the 21st Century: Competent, Committed, and Ethical* indicates that our graduates will effectively utilize technology in planning and delivering instruction for diverse students while motivating and assessing all the students.

## Teacher Education Admission

Teacher candidates at Southeastern Oklahoma State University may be admitted to the teacher education program after they have:

- a. completed a minimum of fifty semester hours from an accredited institution of higher learning.
- b. completed a minimum of eight hours at Southeastern Oklahoma State University.
- c. a minimum of 2.50 grade point average at Southeastern, in the major, and cumulative.
- d. grade of C or better in English 1113, 1213, Communication 2213, and a foreign language.
- e. passed the Oklahoma General Education Test (OGET)
- f. completed "Criminal History Disclosure" form.
- g. completed the "Proof of Experience Working with Children" form.
- h. written a commitment to teaching.
- i. collaborate Portfolio Module I
- j. submitted application to major department for approval and departmental completion of the Dispositions Evaluation and interview.
- k. Obtain clearance from Project TEACH

Note: Beginning in January of 2012, all candidates for admission to teacher education must have completed a foreign language course with a grade of "C" or better to be eligible for admission.

Also beginning in January of 2012, all candidates for

admission to teacher education must have completed and submitted all artifacts and competency reflections on Chalk and Wire for any completed courses in professional education to be eligible for admission.

After receiving the completed application for admission from the candidate's major department, Teacher Education Services (M106) verifies each applicant's records and reports findings to the Teacher Education Admission/Retention Committee (TEARC), a sub-committee of the Teacher Education Council. The Committee meets prior to each enrollment period (approximately five times yearly). The Committee may admit the candidate, deny admission, or revoke admission. Candidates are notified of the TEARC's decision via email. Applicants denied admission may request a review by the TEARC and submit new or additional information. The Committee conducts a special inquiry and a personal hearing for the student. If the denial status prevails after the special inquiry, the student may appeal to the Teacher Education Council. The TEARC members are not present during the appeal. The Teacher Education Council is the last appeal at Southeastern.

Admission requirements are subject to change on an annual basis.

## Temporary Admission

Teacher candidates who do not meet admission criteria must discuss this with the major department. The department chair then formally requests approval for the temporary admission from the Teacher Education Admission/Retention Committee. Temporary admission is valid for one semester only.

Temporary admission in restricted professional education courses may be granted to a candidate who can meet full admission requirements by the end of the semester in which the temporary admission is allowed. To continue enrollment in any restricted professional education courses, full admission requirements must be met. Teacher candidates are responsible for securing the advisement needed to ensure that full admission is obtained.

## Retention in Teacher Education

Each semester the teacher candidate's advisor and Teacher Education Services audits grade point averages

on candidates admitted to teacher education. Those teacher candidates failing to maintain at least a 2.5 grade point average at SE, in their major, and cumulative after admittance will automatically be placed on probation.

Failure to achieve at least the 2.5 grade point averages during the probationary term may cause the teacher candidate to be withdrawn from the teacher education program. Teacher candidates wishing to remain in the program who are in this category must secure written approval from their major department to remain in the program.

Any disposition deemed unworthy by the major department will be presented for assessment by the Teacher Education Admission/Retention Committee. Committee action will be final unless the teacher candidate requests an appeal. The appeal process must be initiated by the teacher candidate through the major department.

## Student Teaching Admission and Placement

A teacher candidate makes application for admission to student teaching in the first two weeks of the semester preceding the semester in which enrollment in student teaching is anticipated. The teacher candidate will have completed 90 semester hours prior to submitting an application for admission to student teaching. The application is in the Handbook for Student Teaching which may be accessed on-line at <http://www.se.edu/dept/teacher-education/applications-handbooks/>

All course work in general education, major, and professional education must be completed prior to the commencement of student teaching. However, some methods courses and EDUC 4000 Pre-Student Teaching Field Experience III, may be taken on an accelerated basis during the first part of the student teaching semester. The teacher candidate then devotes 12 weeks full time to student teaching during the remainder of the semester.

To be admitted to student teaching the applicant must have met and maintained all criteria for admission to the teacher education program, including the required grade point averages (SE, overall, and major) and passed the major's Oklahoma Subject Area Test (s). The applicant must have the approval of the appropriate department chairperson. Prior to commencing student teaching the candidate must submit and receive clearance on the portfolio Modules I, II, and III.

The Office of Teacher Education Services verifies all information and submits the application to the Teacher Education Admission/Retention Committee, which grants or refuses the student admission on the basis of its findings. If a teacher candidate is denied admission, guidance is provided that aims to meet the vocational needs. In the event the teacher candidate requests reconsideration, the resulting decision stands for one semester. The committee will reconsider a case if the teacher candidate presents new evidence and requests reconsideration. Appeals will be made to the Teacher Education Council.

### General Certification Information

Upon completion of the certificate program, the certification officer certifies that the candidate has fulfilled the requirements of Southeastern Oklahoma State University's approved program and recommends the credential be issued by the Oklahoma State Department of Education. The candidate is responsible for completing the online certification process.

All first-time credentialed teachers must have on file with the Oklahoma State Board of Education a current Oklahoma criminal history record from the Oklahoma State Bureau of Investigation (OSBI) as well as a national fingerprint-based criminal history record provided by the Federal Bureau of Investigation (FBI). The OSBI and FBI requirement applies to a person who has never held a license or certificate in Oklahoma.

## EDUCATIONAL OUTREACH

### Higher Education Centers/Branch Campuses/Extension Campuses

Southeastern Oklahoma State University offers residence credit courses and programs at one branch campus – Southeastern Oklahoma State University in McCurtain County, two higher education centers—the University Center of Southern Oklahoma in Ardmore, Oklahoma, the McAlester Higher Education Center located on Eastern Oklahoma State College's McAlester campus in McAlester, Oklahoma, and an extension campus located at Grayson County College in Denison, Texas. These campuses and centers of higher education provide courses in most academic disciplines and selected programs at the undergraduate and graduate level. The Aviation department offers graduate and undergraduate programs at Tinker Air Force Base and

Rose State College in Oklahoma City, Oklahoma. The Office of Academic Affairs (A307) can help you decide which location best serves your needs. Each campus and center is a cooperative effort between Southeastern Oklahoma State University and other Oklahoma and Texas institutions of higher education:

Ardmore - Murray State College

University Center of Southern Oklahoma  
2901 Mt. Washington Rd, Ardmore, OK 73401

Idabel - (McCurtain County Campus) Eastern Oklahoma State College

SE McCurtain County Campus  
2805 NE Lincoln Rd, Idabel, OK 74745

McAlester Higher Education Center

1802 E College Ave, McAlester, OK 74501

Tinker Air Force Base

72 FSS/FSDEV, Bldg 201SE, 7751 1st St, Suite 105, Tinker AFB, Midwest City, OK; 73145

Rose State College Aviation Program

Tom Steed Community Learning Center, Midwest City, OK 73110

Grayson - Grayson County College

Grayson County College  
6101 Grayson Dr, Denison, TX 75020

Grayson College-South Campus

1455 W VanAlstyne Pkwy, Van Alstyne, TX 75495

In addition to the formally structured higher education campuses and centers, Southeastern serves the educational needs of the people of Southeastern Oklahoma through residence credit course offerings at various locations in the historical geographic service area of the University.

### Interactive Educational Television (IETV)

Southeastern Oklahoma State University is authorized by the Oklahoma State Regents for Higher Education and The Higher Learning Commission of the North Central Association of Colleges and Schools to offer and receive courses via Interactive Educational Television (IETV). Beginning in 1998, Southeastern began offering a limited number of interactive television courses from the campus to the Higher Education Centers in Ardmore and Idabel and to other locations in Southeastern Oklahoma. Courses offered via interactive

television are marked with IETV under the in the class listings at [www.se.edu/academics/class-schedules](http://www.se.edu/academics/class-schedules) each semester. Coordination of IETV courses is handled by the Office of Telecommunications on campus. For information call (580) 745-2102 or email Mr. Wayne Williamson, Director, Telecommunications, at [WWilliamson@se.edu](mailto:WWilliamson@se.edu).

## NON-FORMAL CREDIT

### Extra-institutional Credit

Extra-institutional credit is credit granted through means other than the completion of formal college-level courses (e.g. testing and non-collegiate sponsored instruction). Testing methods include institutionally prepared examinations, institutionally administered performance testing, and standardized national tests especially designed for the establishment of credit. Non-collegiate sponsored instruction includes military training/learning, workplace courses, etc. The following requirements pertain to all methods of extra-institutional credit described in this section:

**Validation:** Extra-institutional credit earned through any of the following methods must be validated by successful completion of 12 or more semester hours of academic work at Southeastern Oklahoma State University and will be recorded on the transcript only if the student is currently enrolled.

**Grading.** All credit through extra-institutional means will be recorded with a grade of "P". Only those courses for which the minimum passing score is attained will be recorded.

### Southeastern Departmental Advanced Standing Examinations

Advanced standing credit can be earned at Southeastern by evaluating a student's previous learning experiences through testing. Most departments offer some courses by examination. Students should consult with the chair of the department offering the course of interest as to whether it can be taken by examination.

Application forms for these examinations can be obtained from the office of the appropriate academic department chair. Administration of the examination and the granting of the credit must be approved by the respective department chair.

The charge for administering an institutional advanced standing examination is \$7.50 per semester credit hour and must be paid prior to taking the examination. This fee is subject to change.

For courses offered by examination, see the department chair of the course of interest.

## CLEP Testing and Course Equivalencies

Southeastern is a National (open) testing center. Exams taken through the National or open testing conditions are transferable to any institution accepting CLEP scores (check receiving institution's criteria for accepting and awarding credit).

Students seeking Southeastern course credit may not take a CLEP exam more than once in a particular subject area. In addition, a CLEP exam may not be taken in a particular subject area in which the student has previously enrolled. Other restrictions may apply.

Southeastern's CLEP code is 6657. Cost is \$95 per test, however, prices are subject to change. Advance registration is required. Forms are available in the Learning Center by calling (580) 745-3022 or emailing [kkellam@se.edu](mailto:kkellam@se.edu). Written requests should be sent to the Learning Center, Southeastern Oklahoma State University, 425 W University Blvd., Durant, OK 74701.

## CLEP Exams

EXAMINATION	SE COURSE EQUIVALENCY	MIN SCORE	SEM HRCREDIT
College Algebra	MATH 1513	52	3
Calculus with Elem Functions	MATH 2215	61	5
General Chemistry	CHEM 1315 & 1415	50	10
General Biology	BIOL 1114	50	4
	BIOL 1404 OR 1504	60	4
Introductory Business Law	BLAW 3123	63	3
Prin. of Macroeconomics	ECON 2113	50	3
Prin. of Microeconomics	ECON 2213	50	3
Financial Accounting	ACCT 2103	50	3
College French Language	FREN 1113	50	3
	FREN 1113 & 1223	63	6
College German Language	GERM 1113	50	3
College Spanish Language	SPAN 1113	50	3
	SPAN 1113 & 1223	63	6
Introductory Sociology	SOC 1113	50	3
Introductory Psychology	PSY 1113	50	3
Human Growth & Devel	PSY 3213	50	3
College Mathematics	MATH 1303	55	3
College Composition	ENG 1113	50	3
	ENG 1113 & 1213	70	6

There are “Immediate Candidate Score Reports” for all examinations except College Composition. For College Composition, candidates will receive their scores in the mail (about five weeks) after CLEP has scored the essay portion of the exam.

## Advanced Placement Program

The Advanced Placement Program (AP), offered through the College Entrance Examination Board, allows high school students to take examinations for credit at the college level. High school counselors assist students with testing arrangements. The following table lists the courses for which Southeastern awards credit if the student scores at a level three (3) or higher.

## Advanced Placement Program Exams and Course Equivalencies

TEST NAME	SCORE		
	3	4	5
American Government	POSC 1513	POSC 1513	POSC 1513
American History	HIST 1513,1523	HIST 1513,1523	HIST 1513,1523
Biology	BIOL 1114	BIOL 1404 or 1504	BIOL 1404 or 1504
Chemistry	CHEM 1114	CHEM 1315,1415	CHEM1315,1415
Computer Science	CS 1003	CS 1003	CS 1003
Economics-Macro	ECON 2113	ECON 2113	ECON 2113
Economics-Micro	ECON 2213	ECON 2213	ECON 2213
English Composition	ENG 1113	ENG 1113,1213	ENG 1113,1213
Environmental Science	CONS 1124	CONS 1124	CONS 1124
European History	HIST 2723	HIST 2723	HIST 2723
French Language	FREN 1113,1223	FREN 1113,1223	FREN 1113,1223
French Literature	FREN 2113	FREN 2113	FREN 2113
German	GERM 1113,1223	GERM 1113,1223	GERM 1113,1223 & 2113
History of Art	ART 1103	ART 1103	ART 1103
Math-Calculus AB	MATH 2215	MATH 2215	MATH 2215
Math-Calculus BC	MATH 2215	MATH 2215,2315	MATH 2215,2315
Music	MUS 1123	MUS 1123	MUS 1123
Physics B	PHYS 1114	PHYS 1114	PHYS 1114
Physics C	PSCI 1114	PSCI 1114	PSCI 1114
Psychology	PSY 1113	PSY 1113	PSY 1113
Spanish Language	SPAN 1113,1223	SPAN 1113,1223	SPAN 1113,1223
Statistics	STAT 2153	STAT 2153	STAT 2153

## Credit for Military/Training

Veterans may be granted credit for basic training, for formal service school courses, and for approved college-level examinations passed while in military service. In general, the credit is granted in accordance with the recommendations of the Commission on Accreditation of Service Experiences, an agency of the American Council on Education (ACE).

Students who want to establish credit for educational experiences in the military should submit the following documents as applicable:

Depending on service entry date, AARTS, SMART, CCAF or DANTES transcripts may be available to veterans for credit evaluations. If not, credit may be awarded based on the DD-214 and service certificates.

1. ARMY and NATIONAL GUARD—Log in at <https://jst.doded.mil>
2. COAST GUARD, MARINE CORP, and NAVY—Log in at <https://jst.doded.mil> or email: [jst@doded.mil](mailto:jst@doded.mil)
3. CCAF—Mail your request to CCAF/DESS, 100 South Turner Blvd., Maxwell AFB Gunter Annex AL, 36114, or online at: <http://www.airuniversity.af.mil/Academic-Affairs/Registrar/>
4. DANTES — Log in at: <http://www.dantes.doded.mil/examinations/transcripts.html> or contact 850-452-1111

Per Title 38 CFR 21.4253,21.4254, and 41.4263, VA law requires that every new student interested in utilizing VA Education benefits provide all prior transfer courses, credits and previous experience for evaluation and review as appropriate to the enrolled course of study. This includes post-secondary and military transcripts. All official transcripts must be submitted to the Registrar’s Office in the first semester/term of enrollment. These records will be evaluated and when possible, appropriate credit will be granted for the previous education and/or training, shortening the length of the training program. The student will be notified regarding the amount of credit being granted for previous training.

## ACE College Credit Recommendation Service (CCRS)

The American Council on Education (ACE) administers the Registry of Credit Recommendations for organizations participating in the College Credit Recommendation Service (CCRS) [formerly called Program on Noncollegiate Sponsored Instruction (PONSI)]. The registry offers the sponsor’s course participants a permanent, computerized record of all courses evaluated by the College Credit Recommendation Service.

Currently enrolled students may be granted credit in accordance with the American Council on Education (ACE) recommendations, after completion of 12 semester hours of course work at Southeastern Oklahoma State University. To obtain credit, the student must have an official transcript provided by the American Council on Education (ACE).

For information on obtaining a transcript or obtaining additional information, call (202) 939-9433, e-mail ([credit@ace.nche.edu](mailto:credit@ace.nche.edu)), or write to College Credit Recommendation Service, American Council on Education, One Dupont Circle NW, Suite 250, Washington, DC 20036-1193.

### **Correspondence Study**

Correspondence courses are not offered at Southeastern Oklahoma State University; however, credit is accepted for most courses completed by correspondence through other accredited institutions. Correspondence work will be recorded on the transcript only if the student is currently enrolled and has successfully completed 12 or more semester hours of academic work at Southeastern Oklahoma State University.

### **Maximum Non-Formal Credit**

Maximum credit accepted through non-formal means (extra institutional and correspondence study) depends on the type of degree program a student is pursuing:

#### **Non-education Degree**

For non-education degree programs (B.A. or B.S.), the amount of non-formal credit (advanced standing, CLEP, correspondence, military training, etc.) which may be awarded shall not exceed one-half of the total semester hours required at the lower-division level, and not more than one-half of the total semester hours required at the upper-division level for the B.A. and B.S. degrees.

#### **Education Degree**

For education degree programs (B.A. or B.S.), not more than one-fourth of the work used to satisfy requirements in any area of preparation (professional education, general education, specialized education) nor more than one-fourth of the total academic work submitted in an approved teacher-certificate program

may be taken by non-formal study (advanced standing, CLEP, correspondence, military training, etc.).

## **NON-CREDIT ADVANCED PLACEMENT**

In certain fields, students may enter a study sequence at an advanced level by means of advanced placement. Advanced placement is based on certain recorded competencies such as ACT scores, high school course of study and grades, and examinations administered by the academic department in which advanced placement is requested. No credit is granted for courses by-passed by advanced placement. Arrangements for advanced placement exams should be made with the chair of the academic department.

## **RELIGIOUS EDUCATION**

Religious education is not offered through a formal department or program at Southeastern Oklahoma State University. Courses are offered for credit by the University through the various churches and religious organizations from the surrounding community and are listed each semester on the Southeastern website at <http://www.se.edu/academics/class-schedules/>.

# **Baccalaureate Degrees and Requirements**

**Types of Baccalaureate Degrees**

**Liberal Arts and Sciences**

**Graduation and Changes in Degree Requirements**

**Baccalaureate Degree Requirements**

**Program Policies**

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**Second Bachelor's Degree**

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# Baccalaureate Degrees and Requirements

The bachelor's degree is an academic title conferred on an individual in recognition of the successful completion of a three or four-year course of study. The title is awarded upon recommendation by the faculty of the University.

The baccalaureate program is composed of three separate parts: general education, specialized education, and elective elements. In a typical program, the three parts will be approximately equal. In a traditional bachelor's degree program, the part devoted to general education will predominate, whereas in a professional program, specialized courses will consume a larger share of the total hours required for the degree.

## TYPES OF BACCALAUREATE DEGREES

Southeastern offers three types of baccalaureate degrees: the Bachelor of Arts degree is awarded for successful completion of a program of study that is primarily liberal arts and sciences, the Bachelor of Science degree is awarded for successful completion of a program of study designed to lead to graduate study or entry into a particular profession; the Bachelor of (Specialty) degree is awarded for successful completion of a program of study that is designed primarily for entry into an occupational field.

Undergraduate degrees are distinguished by the minimum amount of liberal arts and sciences required for each degree type as described below:

- A. At least 80 semester credit hours (or the equivalent) of the course work for the Bachelor of Arts (B.A.) degree shall be in the liberal arts and sciences.
- B. At least 55 semester credit hours (or the equivalent) of the course work for the Bachelor of Science (B.S.) shall be in the liberal arts and sciences.
- C. At least 40 semester credit hours (or the equivalent) of the course work for the Bachelor of (Specialty) shall be in the liberal arts and sciences. The Bachelor of (Specialty) is restricted to a small number of fields in which traditional national practice or demands of the field or discipline require that the degree title include the name of the profession or discipline.

## LIBERAL ARTS AND SCIENCES

The liberal arts and sciences are defined as those traditional fields of study in the humanities, social and behavioral sciences; communication; natural and life sciences; mathematics; and the history, literature, and theory of the fine arts (music, art, drama, dance). Courses directed toward specific occupational or professional objectives, or courses in the arts which rely substantially on studio or performance work are not considered to be liberal arts and sciences for the purpose of this policy. Courses required for the General Education Program are not necessarily synonymous or mutually exclusive with the Liberal Arts and Sciences.

Courses which apply toward fulfillment of the Liberal Arts and Sciences degree requirements are marked with a # in the title of the course (see Course Descriptions, page 229).

## GRADUATION AND CHANGES IN DEGREE REQUIREMENTS

Students must meet all the requirements for a degree outlined in one catalog. The student may elect any catalog in force during his or her enrollment at the University, provided enrollment is continuous. A student who breaks enrollment (either voluntarily or by compulsion) for two consecutive semesters (excluding summer terms) may not elect a catalog earlier than the one in force at the time of re-entry. Under no circumstances may a catalog more than 10 years old be used.

Notwithstanding the provisions in the above paragraph, students in Teacher Education programs seeking state teacher certification shall in all cases be subject to curriculum changes insofar as these are necessary to meet certification requirements, without reference to the dates on which these students entered college.

From time to time, degree programs are deleted. When this happens, active students are given a deadline to complete the program. After the final deletion date for the program, the program is no longer viable. Any student (active or inactive) who fails to finish the requirements by the deadline will have to convert to an active degree program.



# BACCALAUREATE DEGREE REQUIREMENTS

## DEGREE REQUIREMENTS

### General Education Requirements

All students must complete the general education program requirements to be eligible for graduation with a baccalaureate degree. A total of forty-four (44) hours are required in general education. (For more information on the general education program, see page 57.)

Teacher candidates in elementary education, special education and early childhood must complete special coursework in the following areas: language arts, mathematics, social studies, and science. Most of these courses can be completed within the general education program. The general education courses that may also be used for teacher candidates in elementary education, special education and early childhood are marked with an asterisk (\*).

### General Education Courses

#### I. Communications.....9 hours

##### 1. English (6 hours)

ENG 1113 Composition I\*  
ENG 1213 Composition II\*

##### 2. Speech Communication (3 hours)

One of the following:

COMM 1233 Interpersonal Communication  
COMM 2213 Business & Prof Speaking\*

#### II. Social and Behavioral Sciences.....12 hours

##### 1. Political Science (3 hours)

POSC 1513 US Federal Government\*

##### 2. United States History (3 hours)

One of the following:

HIST 1513 US History to 1876\*  
HIST 1523 US History since 1876\*

##### 3. Social Sciences (3 hours)

One of the following:

ECON 2113 Macroeconomics  
GEOG 2723 World Regional Geography  
HIST 3513 US Social & Cultural Hist  
SOC 1113 Principles of Sociology

##### 4. Mental and Physical Health (3 hours)

One of the following:

HPER 1113 Wellness & Positive Life  
PSY 1113 General Psychology

#### III. Science and Mathematics .....14 hours

##### 1. Biological Sciences (4 hours)

One of the following:

BIOL 1114 General Biology I\*  
BIOL 1404 Principles of Biology

##### 2. Physical Sciences (4 hours)

One of the following:

PSCI 1114 General Physical Science\*  
PSCI 1214 General Earth Science  
PSCI 1414 General Astronomy  
CHEM 1004 Chemical Concepts  
CHEM 1114 Basic Chemistry I  
CHEM 1315 General Chemistry I  
PHYS 1114 General Physics

##### 3. Mathematics (3 hours)

One of the following:

MATH 1303 Math in Liberal Arts\*  
MATH 1513 College Algebra\*  
MATH 1543 Algebra for the Sciences  
MATH 1613 Trigonometry  
MATH 2013 Intro to Discrete Math  
MATH 2113 Analytic Geometry  
MATH 2143 Brief Calculus with Applic  
MATH 2215 Calculus I  
MATH 2283 Introduction to Logic

##### 4. Computer Proficiency (3 hours)\*\*

One of the following:

CIS 1003 Computers in Society\*  
BIM 1553 Business Computer Applic

#### IV. Humanities.....9 hours

##### 1. Hum, Philosophy & Literature (3-6 hrs)

One of the following:

HUM 2113 Early Humanities\*  
HUM 2223 Modern Humanities\*  
HUM 2313 Introduction to Literature\*  
ENG 2313 Introduction to Literature  
ENG 3893 World Literature in Translation  
PHIL 2113 Introduction to Philosophy  
PHIL 2223 Ethics

##### 2. Fine Arts (3-6 hours)

One of the following:

ART 1003 Art and Visual Communication  
ART 1103 Art Appreciation  
ART 3013 Comic Book Art  
ART 3083 Issues in Aesthetics & Criticism  
ART 3203 Art and World Cultures  
MUS 1113 Music in American Society  
MUS 1123 Music Literature & Apprec

MUS 3133 Intro to World Music  
 THTR 1143 Theatre Appreciation  
 THTR 1183 Film Appreciation  
 THTR 2183 Film Genres  
 THTR 3183 Film and Culture

### 3. Foreign Language (0-3 hours)

One of the following:

ASL 1113 Introduction to American Sign Language  
 CHTW 1513 Choctaw Language & Culture\*  
 FREN 1113 Elementary French I\*  
 GERM 1113 Elementary German I\*  
 NS 1213 Chickasaw Culture and Language  
 SPAN 1113 Elementary Spanish\*  
 SPAN 1223 Principles of Spanish

Any 3-hr introductory foreign language course\*\*

\*One additional course from #1 or #2 above

\* Contact your major advisor for details on Teacher Education/General Education crossover courses.

\*\* See General Education Program Requirements for more details.

## General Education Program Requirements

1. A student must have a 2.00 retention/graduation GPA in all general education coursework completed.
2. A student must have a 2.00 retention/graduation GPA in all general education coursework completed at Southeastern.
3. Students must successfully complete either CIS 1003 or BIM 1553 (or their equivalent at another institution of higher education), or earn advanced standing credit in either course by passing a computer proficiency test offered by the Department of Chemistry, Computer, and Physical Sciences or Department of Management and Marketing at Southeastern. One year of computer science in high school will no longer satisfy the computer proficiency requirement at Southeastern.
4. A student must complete English Composition I (ENG 1113), the Math requirement, and the Computer Proficiency requirement in his/her first 30 hours of college coursework at Southeastern.
5. A student must complete ENG 1213 and COMM 1233 or COMM 2213 within the first 45 hours of coursework at Southeastern.
6. Some programs/majors require specific general education courses. Refer to the program

requirements as listed in the department information for additional guidance.

7. A maximum of ten semester hours of credit used in meeting the requirements in the major field may be used to satisfy the requirements in general education.
8. A maximum of three semester hours of credit used in meeting the requirements in the minor field may be used to satisfy the requirements in general education.

## Field of Specialization/Major Requirements

All students must complete one of following Field of Specialization options in addition to the General Education requirements to be eligible for a baccalaureate degree:

1. One major program and one minor program,
2. One major-minor program, or
3. A double major program

For Education Programs, students must complete the requirements as outlined in the department including a minimum of 50% of upper-division credit plus 33 semester hours of Professional Education courses.

Refer to the following section on "Program Policies" for more information on major requirements.

## Upper-Division Course Requirements

A minimum of forty (40) semester hours of the total hours required for graduation must be completed in upper-level courses (3000-4000) excluding physical education activity courses. Lower-level courses transferred from other institutions that have been equated to Southeastern upper-level courses will still be counted as lower level.

## Liberal Arts and Sciences Requirement

Each type of baccalaureate degree program requires a minimum amount of liberal arts and sciences courses as indicated below:

Bachelor of Arts (B.A.).....	80 semester hours
Bachelor of Science (B.S.).....	55 semester hours
Bachelor of (Specialty).....	40 semester hours

## Senior Institution (4-Year School) Credit

A minimum of sixty (60) semester hours counting toward the degree program excluding physical education activity courses must be completed at a senior-level (baccalaureate granting) institution.

Non-formal credit awarded by Southeastern will count towards this requirement.

## Junior College (2-Year School) Credit

A maximum of sixty-four (64) semester hours completed at accredited two-year junior/community colleges (including no more than four (4) hours of physical education activity courses) may be counted toward the completion of a baccalaureate degree. Students may complete additional 2-year college credit above the 64 hours to fulfill lower-level curriculum requirements; however, a minimum of 60 semester hours (excluding physical education activity courses) must be completed at a four-year institution. All credit completed at regionally accredited institutions will be recorded on the Southeastern transcript.

## Residence Requirements

A student completing a baccalaureate degree program at Southeastern must meet the following residence requirements excluding physical education activity courses:

1. Complete a minimum of thirty weeks and thirty semester hours of formal course work in residence at Southeastern.
2. Complete at least fifteen of the final thirty semester hours applied toward degree requirements or at least fifty percent of the semester hours required in the major field in residence at Southeastern.
3. Complete at least two courses in each major field and one course in each minor field which are used to meet degree requirements in residence at Southeastern.
4. Programs
  - a) Non-education programs: complete a minimum of one-half of the total credits required for graduation in residence at approved institutions.
  - b) Teacher education programs: complete three-fourths of the total credit for graduation in residence at approved institutions: this requirement is applied separately and individually to work in general education, professional teacher education, and the field of

specialization (major).

- c) See the Department of Aerospace for special residency requirements for its programs.

Course credits earned by non-formal study (see NON-FORMAL CREDIT, page 61) do not count as residence credits in fulfilling any of the preceding residence requirements.

## Grade-Point Average Requirements

The student must have achieved at least a 2.00 retention/graduation grade-point average in each of the following areas (excluding physical education activity courses) to be eligible for a baccalaureate degree:

1. All course work completed;
2. All course work completed at Southeastern;
3. All course work completed separately and individually in the major, the minor, and professional education;
4. All course work completed at Southeastern separately and individually in the major, the minor, and professional education;
5. All general education course work completed; and
6. All general education course work completed at Southeastern.

**NOTE:** All Bachelor of Business Administration, Bachelor of Arts in Education and Bachelor of Science in Education programs have an additional grade-point requirement. For details, see specific chapter for each degree.

## Minimum Credit Requirement

The minimum semester hours required for graduation is one hundred twenty-four (124), which may include at most four semester hours of physical education activity courses.

## PROGRAM POLICIES

1. Major Field Program Requirements. A major shall not exceed 40 semester hours as outlined by the department, including a mini-mum of 50% of upper-division credit. (Deviations from these requirements may be made when needed to meet specialty accreditation standards.)
2. Major-Minor Program Requirements. A major-minor shall not exceed 58 semester hours as outlined by

the department, including a minimum of 40% of upper-division credit. These programs must use courses from at least two program areas and shall not exceed 40 semester hours from any one program area. (Deviations from these requirements may be made when needed to meet specialty accreditation standards.)

3. **Minor Program Requirements.** A minor will consist of 18 to 24 semester hours including a minimum of six semester hours of upper-division credit.
4. **Multiple Majors.** A student may earn more than one undergraduate major, including major-minors, by satisfying the requirements of each major program and completing a minimum of 30 unduplicated semester credit hours for each major.
5. **Multiple Minors.** When the same course(s) are required in both the major and the minor, two majors or two minors, the course(s) must be replaced with an equal number of hours from either of the two areas.
6. **General Education and Major/Minor Requirements.** A maximum of ten semester hours of credit used in meeting the requirements in the major field may be used to satisfy the requirements in general education. A maximum of three semester hours of credit used in meeting the requirements in the minor field may be used to satisfy the requirements in general education. When the same courses are required in both the major or minor and general education in excess of the amounts listed previously, the excess courses must be replaced with an equal number of hours from the major or minor area(s).

## HONOR GRADUATES

Students in the graduating class representing the highest grade-point averages are recognized as honor graduates at the commencement exercises. The honor graduates are recognized in three groups: summa cum laude (3.90-4.00), magna cum laude (3.80 -3.89), and cum laude (3.70-3.79). For consideration as an honor graduate, a student must fulfill the following requirements:

- Must be completing the requirements for his/her first bachelor's degree.
- Must complete a minimum of 30 semester hours in residence at Southeastern Oklahoma State University.

- Must complete all courses required for the degree.

In determining honor standing, the cumulative grade-point average is used which includes all courses attempted, including those from other institutions attended and those forgiven by repeating, academic reprieve or academic renewal. All honor designations for the commencement ceremonies are tentative until the review of the student's final grades and the conferral of the degree.

## SECOND BACHELOR'S DEGREE

A student with a bachelor's degree from an accredited university may receive a second bachelor's degree from Southeastern by fulfilling all of the following:

1. All the current requirements for the second degree.
2. A minimum of 30 additional undergraduate semester hours, of which 15 must be in residence at Southeastern, which were not used in meeting any requirements for the first degree. (i.e., a minimum of 154 undergraduate semester hours completed)
3. A minimum of 15 of the additional 30 hours must be at the 3000-4000 level.
4. A major used for the first bachelor's degree cannot be used as a major for the second bachelor's degree.
5. Only one degree will be conferred at one commencement.

## GRADUATION INFORMATION

Degrees are formally conferred three times a year during the fall and spring commencement exercises and awarded in absentia at the end of each summer session. Diplomas are mailed approximately six to eight weeks following the end of the semester. The degree and date of the diploma are entered on the student's permanent transcript record. It is the student's responsibility to make sure all degree requirements have been met. Students completing degree requirements at the end of a summer semester may participate in the following fall commencement which is the officially designated commencement ceremony for summer graduates.

### Application for Graduation

Students seeking a bachelor's degree should contact the Office of the Registrar to apply for graduation the semester in which they plan to complete all degree

requirements. To begin the application process, an appointment for a final graduation check should be made in the Office of the Registrar for bachelor's degrees and in the Graduate Office for master's degrees by April 1 (Spring), July 1 (Summer), or November 1 (Fall). **It is the responsibility of the student to initiate the process for graduation.**

At the final graduation check for a bachelor's degree, basic university graduation and general education requirements will be reviewed. If the student has completed or will complete those requirements by the end of the current semester, an "Application for Graduation" may be completed.

Once the Application for Graduation is submitted, the student must obtain a "Graduation Clearance Form" from each major, second major, and/or minor advisor (as applicable). The graduation clearance form verifies the degree program being pursued, what degree requirements (if any) must be completed by the end of the semester, and any other requirements needed for the degree to be conferred.

A graduation fee of \$25 must be paid in the Business Office upon completion of the graduation application process. In addition, students who have received student loans must complete Student Loan Exit Counseling at <https://studentloans.gov/myDirectLoan/index.action>. Any questions regarding the exit counseling should be directed to the Office of Financial Aid.

At the end of the semester, the student's final grades are reviewed. If the student successfully completed the semester and all outstanding requirements as listed on the final general education check and the graduation clearance forms are complete, the degree will be conferred. Notification will be sent to the student's Southeastern email address if the bachelor's degree is not conferred including what requirements are missing.

Diplomas are mailed to the student's permanent address on record in the Office of the Registrar. Students should verify or update their permanent address online in Campus Connect before the end of the semester to avoid delays in the delivery of their diploma.

Students should request a General Education evaluation by the Office of the Registrar upon completion of 60 and 90 semester hours to ensure they are making progress toward their bachelor's degree and avoid delays in graduation.

## DEGREES OFFERED BY MAJOR FIELD

Southeastern Oklahoma State University offers degrees with the following majors and major options (see page as listed for additional information):

### Bachelor of Arts degrees (B.A.)

Art	
Art Studio.....	102
Graphic Design .....	103
Art Teacher Certification .....	104
Communication	
Media Studies .....	118
Organizational and Strategic Communication....	119
Leadership.....	120
Criminal Justice	
Major .....	125
Major-Minor .....	126
English .....	130
English w/Writing Emphasis.....	131
English Education .....	132
History.....	138
Social Studies Education .....	139
Music .....	148
Political Science.....	156
Psychology .....	157
Sociology .....	160
Spanish.....	161
Theatre	
Acting/Directing .....	163
Technical Theatre Design .....	164
Theatre Management Promotion .....	165
Musical Theatre.....	166

### Bachelor of Science degrees (B.S.)

Aviation	
Professional Pilot .....	110
Aviation Management	
Business .....	105
Maintenance .....	106
Safety .....	107
Security .....	108
Production & Operations .....	109
Biology	
Biological Health Sciences .....	111
Botany .....	112
Zoology .....	113

Chemistry	
Chemistry .....	114
Biochemical Technology .....	116
Professional Chemist .....	115
Medical Sciences .....	117
Computer Information Systems	
Major.....	121
Major-Minor .....	122
Computer Science	
Major.....	123
Major-Minor .....	124
Fisheries and Wildlife.....	134
Early Intervention and Child Development .....	127
Elementary Education.....	128
Early Childhood .....	129
Health & Human Performance.....	137
Health & Physical Education.....	136
Liberal and Applied Studies .....	140
Mathematics .....	146
Mathematics Education .....	147
Occupational Safety & Health	
Major.....	154
Major-Minor .....	155
Recreation	
Major.....	158
Major-Minor .....	159
Special Education- Moderate Disabilities .....	162

### Bachelor of (Specialty) degrees

Bachelor of Business Administration (B.B.A.)	
Accounting .....	101
General Business .....	135
Finance .....	133
Management.....	142
Major.....	141
Hospitality Management.....	143
Marketing .....	145
Major.....	144
Bachelor of Music (B.M.)	
Instrumental Performance.....	152
Vocal Performance.....	153
Bachelor of Music Education (B.M.E.)	
Instrumental .....	149
Vocal.....	150
Piano/Vocal .....	151

## Masters Degrees

Master of Arts (M.A.)	
Clinical Mental Health Counseling .....	213
Master of Business Administration (M.B.A.) .....	212
Master of Education (M.Ed)	
Curriculum & Instruction .....	214
Educational Leadership .....	216
School Counseling .....	220
Special Education .....	221
Master of Early Intervention and Child Development .....	215
Master of Music Education .....	217
Master of Science (M.S.)	
Aerospace Administration & Logistics .....	210
Native American Leadership .....	218
Occupational Safety and Health .....	219
Sports Administration.....	222
Master of Technology (M.T.)	
Biology .....	211

Graphic Design and Visual Media .....	172
Health Information Systems.....	172
Health and Physical Education .....	172
History .....	172
Information Technology .....	172
Interpersonal/Organizational Studies .....	173
Journalism.....	173
Management .....	173
Marketing .....	173
Mathematics.....	173
Media Studies .....	173
Medical Sciences (Interdisciplinary) .....	174
Multi-Disciplinary.....	174
Music.....	174
Native Studies.....	174
Occupational Safety and Health .....	175
Political Science.....	175
Psychology.....	175
Public Administration/Public Management .....	175
Recreation.....	176
Rhetorical Studies.....	176
Theatre.....	176
Social Gerontology .....	176
Sociology .....	176
Spanish.....	177
Sports Coaching .....	177

## Minors

Accounting .....	167
Art .....	167
Art History .....	167
Aviation .....	167
Biology .....	168
Chemistry.....	168
Chemical Sciences .....	168
Choctaw Language and Culture .....	168
Communication.....	168
Computer Science .....	168
Criminal Justice .....	169
Dance .....	169
Education.....	169
English .....	170
Entrepreneurship and Small Business Minor .....	170
Environmental Science .....	170
Finance .....	171
Fisheries and Wildlife.....	171
General Business .....	171
Geography .....	172

# **Courses and Curricula**

## **Course Information**

**School of Arts and Sciences**

**School of Business**

**School of Education and Behavioral Sciences**

**Other Courses**



# Course Information

Courses within the following fields of study are offered at Southeastern by the department indicated beside each subject listing. Also listed are the course prefixes which the University uses to identify courses in each field. The courses and descriptions are listed alphabetically by departments, beginning on page 229.

## SCHOOL OF ARTS AND SCIENCES

<b>Field of Study</b>	<b>Course Prefix</b>	<b>Department</b>
American Sign Language	ASL	English, Humanities, & Languages
Art	ART	Art, Communication and Theatre
Biology	BIOL	Biological Sciences
Botany	BOT	Biological Sciences
Chemistry	CHEM	Chem, CS & Phys. Science
Communication	COMM	Art, Communication and Theatre
Choctaw	CHTW	English, Humanities, & Languages
Computer Information Systems	CIS	Chem, CS & Phys. Science
Computer Science	CS	Chem, CS & Phys. Science
Conservation	CONS	Biological Sciences
English	ENG	English, Humanities, & Languages
French	FREN	English, Humanities, & Languages
Geography	GEOG	Social Sciences
German	GERM	English, Humanities, & Languages
History	HIST	Social Sciences
Humanities	HUM	English, Humanities, & Languages
Journalism	COMM	Art, Communication and Theatre
Language Methods	LANG	English, Humanities, & Languages
Leadership	LEAD	Art, Communication & Theatre

Mathematics	MATH	Mathematics
Music	MUS	Music
Native American Leadership	NAL	Art, Communication & Theatre
Native Studies	NS	Art, Communication & Theatre
Philosophy	PHIL	English, Humanities, & Languages
Physical Science	PSCI	Chem, CS & Phys. Science
Physics	PHYS	Chem, CS & Phys. Science
Political Science	POSC	Social Sciences
Science Education	SCIE	Biological Sciences and Chem, CS & Phys. Science
Statistics	STAT	Mathematics
Social Studies	SOST	Social Sciences
Spanish	SPAN	English, Humanities, & Languages
Speech	COMM	Art, Communication and Theatre
Technology	TECH	Chem, CS & Phys. Science
Theatre	THTR	Art, Communication and Theatre
Zoology	ZOOL	Biological Sciences

## JOHN MASSEY SCHOOL OF BUSINESS

<b>Field of Study</b>	<b>Course Prefix</b>	<b>Department</b>
Accounting	ACCT	Accounting and Finance
Airframe & Powerplant	AP	Aerospace
Aviation	AVIA	Aerospace
Aviation Management	AVIA	Aerospace
Business (General)	BUS	Accounting and Finance/Management and Marketing
Business Information Management	BIM	Management and Marketing
Business Law	BLAW	Accounting and Finance

Economics.....	ECON .....	Management and Marketing
Entrepreneurship.....	ENTR .....	Management and Marketing
Finance.....	FIN .....	Accounting and Finance
Health Information Systems .....	HIS .....	Management and Marketing
Management .....	MNGT .....	Management and Marketing
Marketing.....	MKT.....	Management and Marketing
Occupational Safety and Health .....	SFTY.....	Occupational Safety & Health

## OTHER COURSES

Field of Study	Course Prefix	Department
Orientation .....	ORIE.....	Academic Affairs
Religious Education .....	REL .....	Academic Affairs
Org. Leadership .....	ORGL ....	Academic Affairs
Honors .....	HON .....	Academic Affairs

## SCHOOL OF EDUCATION AND BEHAVIORAL SCIENCES

Field of Study	Course Prefix	Department
Counseling .....	COUN .....	Behavioral Sciences
Criminal Justice .....	CJ .....	Behavioral Sciences
Early Intervention Child Development.....	EICD .....	Educational Instruction and Leadership
Education Administration ....	EDAD .....	Educational Instruction and Leadership
Education .....	EDUC .....	Educational Instruction and Leadership
Elementary Education .....	ELED.....	Educational Instruction and Leadership
Kinesiology .....	KIN .....	Kinesiology
Education .....	EDUC .....	Educational Instruction and Leadership
Psychology .....	PSY .....	Behavioral Sciences
Recreation .....	KIN .....	Kinesiology
Social Gerontology...	SGER .....	Behavioral Sciences
Sociology .....	SOC .....	Behavioral Sciences
Special Education ....	SPED .....	Educational Instruction and Leadership

## Remedial Courses Learning Resources and Retention Center

The following courses are offered through or coordinated with the Learning Resources and Retention Center to enable students to satisfy high school curricular requirements or to enhance their proficiency in the basic skills areas of English, Mathematics, Reading, and Science. These are developmental courses and, therefore, carry no college credit:

ENG 0123 .....	Pre-College English
MATH 0114.....	Elementary Algebra
MATH 0123.....	Intermediate Algebra
READ 0123 .....	Developmental Reading
SCIE 0124.....	Concepts in Science

# **Bachelor of Science in Liberal and Applied Studies**

# LIBERAL AND APPLIED STUDIES (102)

## Mission Statement

The **Bachelor of Science in Liberal and Applied Studies** degree program permits students to design a course of study that suits their individual educational goals. It empowers students to have more control over the college academic experience, and, because of the broad-based curriculum, allows them to exercise creativity, innovation, and pragmatism as they plan for their own careers.

This degree program is intended, primarily, for those students who have accumulated a considerable amount of credit hours but have not decided on a particular major field OR for students desiring a liberal arts degree with an emphasis in one of six areas (Arts, Humanities, Natural Sciences, Applied Sciences, Behavioral Sciences, or Applied Behavioral Sciences). The flexibility the program offers will help these students to obtain a baccalaureate degree without a considerable loss of time and academic credit.

The Bachelor of Science in Liberal and Applied Studies degree program has three components. These components are general education, liberal and applied studies emphasis, and electives. Students must have a minimum of 40 upper-division (3000 and above) credit hours.

## Three Components of the Bachelor of Science in Liberal and Applied Studies Degree

1. The **general education** component will consist of 44 hours.
2. The **Liberal and Applied Studies emphasis** component requires the completion of a minimum of 12 semester hours of course work in four of the following six concentration groups. In addition, students must complete a major concentration by earning an additional 24 semester hours in one of the selected groups, giving 36 total hours in one group and a total of 72 hours in the liberal studies component. (Note: Some of the areas within the groups listed below require admission to programs (e.g. nursing) and some of the courses in these areas may have prerequisites.) **See Figure A.**
3. The **electives** component will consist of 8-11 hours depending on the amount of credit needed to complete the 124 hour degree requirement.

Figure A

Group I Arts	Group II Humanities	Group III Natural Sciences	Group IV Applied Sciences	Group V Behavioral Sciences	Group VI Applied Behavioral Sciences
Art	English	Biological Sci.	Aviation	Geography	Comm.
Music	History	Environ. Sci.	Comp. Sci.	Political Sci.	Criminal Justice
Theater	Languages	Mathematics	Educ. Tech.	Psychology	Education
	Philosophy	Physical Sci.	Nursing	Sociology	Kinesiology
			Safety		Leadership
			Wildlife/Cons		

## Enrollment Information

Listed below are the requirements and steps necessary to pursue the Bachelor of Science in Liberal and Applied Studies degree program.

Be admitted to Southeastern Oklahoma State University.

Contact Carolyn Fridley ([cfriedley@se.edu](mailto:cfriedley@se.edu) or 580.745.2598) about developing a degree plan.

Enroll in courses outlined by the degree plan.

## Advanced Outcomes for the Bachelor of Science in Liberal and Applied Studies Degree

A student completing a B.S.L.A.S. degree should be able to:

1. Demonstrate a general knowledge and appreciation of the achievements of the sciences and humanities.
2. Show competence in the cognitive analysis of information including the identification of elements, analysis of relationships, and recognition of organizing principles.
3. Exhibit curiosity, independence, resourcefulness, objectivity, and integrity in the pursuit of knowledge and formation of ideas.
4. Form value judgments on ethical issues in the conduct of activities related to science and humanities.
5. Manifest both written and oral communication skills in the presentation of complex topics, critical thinking, and problem solving.
6. Show interpersonal skills that will promote the accomplishment of team goals in small groups.
7. Demonstrate skills in the acquisition, analysis, and organization of information or experimental data.
8. Show proficiency in library and technology skills in obtaining information, analyzing data, and problem solving.
9. Manifest a knowledge and comprehension of the limitations of technology and experimental science.
10. Demonstrate the knowledge and understanding necessary for successful participation in society.

# **School of Arts and Sciences**

## **Departments/Discipline**

**Art, Communication and Theatre**

**Biological Sciences**

**Chemistry, Computer and Physical Sciences**

**English, Humanities, and Languages**

**Mathematics**

**Music**

**Social Sciences**

# School of Arts and Sciences

## Mission

The mission of the School of Arts and Sciences is to provide students with the knowledge and skills for both professional success and personal fulfillment. In an era of increased educational specialization, the faculty recognizes the essential nature of a broad foundation in the arts and sciences to meet the demands of a rapidly changing world. An appreciation for all that is enduring in human civilization and the ability to communicate well are vital to one's capacity to think both globally and critically, respond creatively, and thrive in the twenty-first century. A respect for intellectual and cultural diversity and an appreciation for the aesthetic values of life prepare one for a lifetime of learning, intellectual growth, and personal enrichment.

## Purpose

The eight departments of the School of Arts and Sciences are biological sciences; chemistry, computer science and physical science; art, communication and theatre; English, humanities, and languages; mathematics; music; occupational safety and health; and social sciences. The School seeks to develop citizens well equipped to assume leadership roles in the community and the world. Focusing considerable attention upon the development of future educators, the School also endeavors to produce graduates well-prepared for success in graduate school, professional school, and a wide variety of careers.

Specifically, the goals of the School are to help students

- develop an inquiring attitude;
- recognize, cherish, and stimulate critical and creative thought;
- become skilled in speaking, reading, and writing;
- identify and preserve the highest values of human beings through exploration of the record of the past in all areas of the sciences and humanities;
- develop awareness of and appreciation for diverse cultures;
- advocate freedom of thought;
- develop aesthetic appreciation of the achievements of the arts;
- distinguish between taste and judgment;

- participate knowledgeably in the institutions of society;
- accept opportunity and responsibility.

## Program Process

The faculty who provide the programs within the School of Arts and Sciences are dedicated to teaching with integrity by employing sound methods supported by appropriate course study material. The faculty's dedication to the teaching profession and to society is evident in their participation in professional organizations. They are involved in many aspects of both the campus and off-campus communities. The School takes great pride in the involvement of its faculty with student organizations and activities.

The School provides enrichment beyond the classroom such as performances from visiting artists, presentations by visiting scientists, guest lecturers, arranged tours and field trips, speech and debate tournaments, and professional meetings. The Oklahoma Shakespearean Festival, a theatre company recognized throughout the state for its excellence, is housed on the campus and complements fine arts programs in the School.

## ART, COMMUNICATION AND THEATRE

Shannon K. McCraw, Ph.D., Chair; Aaron Adair, Ph.D.; Tascha Bond, M.S.; Fendrich (Randy) Clark, Ph.D.; Riley Coker, M.F.A.; Amy Gantt, M.F.A.; Kathleen Hardgrove, M.F.A.; Dell McLain, M.F.A.; Will James Stacey, M.F.A.; Jack A. Ousey, M.F.A.

The Department of Art, Communication and Theatre offers dynamic academic instruction and a wide variety of activities that support the student's growth in the visual art, communication and theatre disciplines. Within the art program students may choose from three options: Art Education, Studio Art, or Graphic Design and Visual Media. In the communication program, students may choose from one of two options: Media Studies or Organizational and Strategic Communication. In theatre, students may choose from four options: Acting/Directing,

Musical Theatre, Technical Theatre Design, or Theatre Management/ Promotion. In all degree programs the faculty within that program act as advisors to students, ensuring personal attention in curricular and career development.

The Department provides activities available to all university students, including exhibits at the Centre Art Gallery, a speech and debate team, The Southeastern newspaper (and its Web site, <https://thesoutheastern.com>). The Holisso – the student developed university magazine, KSSU radio station (FM 91.9), Rising Sun AD/PR – the student led Advertising and Public Relations agency, Theatre at Southeastern, Chorvettes Stageworks Company, and the Sparks Dance Company. The Department also offers several chapters of organizations in which students may participate: Lambda Pi Eta (communication), National Broadcasting Society, Alpha Epsilon Rho (broadcasting), Pi Kappa Delta (speech and debate) and the Alpha Psi Omega (theatre).

## Art

The Art Program offers degree plans designed to prepare graduates for a diversity of placement opportunities.

The Bachelor of Science in Art Education provides training for students in preparation for teacher certification and a career in art education, or continued development in graduate school.

The Bachelor of Art in Art, with a studio emphasis prepares students with knowledge and skills in visual art preparing students to pursue studio art professions or advanced study.

The Bachelor of Science in Graphic Design and Visual Media degree provides students with the design knowledge and coursework in utilizing graphic software tools necessary for a career in one of the many exciting fields of graphic design, or continuation to graduate school in the same field of study.

## Communication

The mission of the communication program is to develop and enhance oral and written communication skills, research competence, and media production skills. The communication program equips students with theoretical, critical, and practical knowledge to prepare students for entry into graduate school, professional school, and the workforce.

## Options in Communication:

The Media Studies option provides students an excellent opportunity to pursue an interest in advertising, public relations, broadcasting and journalism, offering a comprehensive overview of the theoretical and practical approaches of mass communication. The advertising/public relations emphasis uses an integrated approach, which reflects the most modern perspectives of the industry. It is designed to prepare students by using mass media, problem solving techniques and creative endeavors for career preparation in advertising/public relations firms, institutions, business, politics, government and other organizations. The broadcasting emphasis prepares students for careers in the electronic media industry. It is designed to provide students with a theoretical foundation along with practical experiences. Students in the broadcasting emphasis have access to state-of-the-art broadcasting facilities, which include a radio station and video-editing suites. The journalism emphasis is designed to prepare students in all aspects of the journalism profession. This emphasis is designed to give students practical experiences combined with a theoretical foundation. Students in this emphasis have access to a technologically advanced newsroom that produces a weekly newspaper, its Web site and a fully digital yearbook. Journalism graduates are recruited by newspapers, magazines, trade publications and public relations firms.

The Organizational and Strategic Communication option provides a flexible and challenging program for students seeking professional careers and administrative positions in business, educational, health, legal, political, and religious organizational units. The Organizational/Strategic Communication track blends theory, faculty research, and experience-based instruction, to facilitate active learning vital to the contemporary organization. Students develop critical communication skills, learn how communication functions in organizational structures and develop rhetorical strategies characteristic of various organizational units. Recent graduates have secured employment in training and employee development, organizational development and public affairs, while others have pursued law degrees and graduate degrees in communication.



## Theatre

The mission of the theatre program is to provide students with important facets of our cultural heritage through recreating historical, as well as, contemporary drama and musical theatre productions. It also qualifies students for entry into professional companies and graduate programs at other institutions. Finally, it improves the cultural, artistic, extracurricular and academic environment of Southeastern Oklahoma through exposure to live presentations of quality dramatic literature.

### Options in Theatre:

The Acting/Directing option allows majors to receive training in various acting methods, styles and historical periods that will give the student an overall understanding of the craft of acting. A vigorous production season provides ample opportunity for on-stage experiences in the option.

The Musical Theatre option offers training in music, dance, vocal performance, and acting. The option, which contains rigorous production and historical elements, prepares majors for a myriad professional opportunities including touring companies, theme parks, cruise ships, and regional theatres.

The Technical Theatre/Design option focuses on the “be-hind the scenes” aspect of theatre. Students learn through coursework and practical application methodologies used to create visual and auditory imagery on the stage.

The Theatre Management option affords majors the opportunity for hands on experience in the stage management, marketing, promotion and administrative aspects of the theatre. This option includes meaningful cross-curricular courses in communications and art.

## Native Studies

The Native Studies (NS) minor is an inter-disciplinary minor designed to give students an introduction to and an appreciation of the lives of Native Americans. NS students will be exposed to both pre-Columbian and post-Columbian cultures. This minor is ideal for students who are interested in learning more about the American past as well as those who are interested in the future of Native peoples. The interdisciplinary nature of the minor is well

suited for those students who anticipate future employment in a field that will bring them into contact with Native Americans. The study of Native Americans presented in the minor exposes students to a wide array of approaches and perspectives related to the study of Native peoples.

## BIOLOGICAL SCIENCES

Dr. Teresa Golden, Chair; Dr. Erica Corbett; Dr. Diane Dixon; Dr. Brad Ludrick; Ms. Josie Mendenall; Dr. Tim Patton; Dr. Stanley Rice; Dr. Doug Wood; Dr. Ning Wu.

### Mission Statement

The Department of Biological Sciences is dedicated to providing the courses and programs that enable students to discover and achieve their highest potential. Students are prepared for careers by the breadth and rigor of each program; students develop the knowledge, skills, and habits necessary for responsible citizenship and continued self-improvement through lifelong learning.

### Vision

Faculty in the Department of Biological Sciences provide personal attention to students in the classroom and laboratory, on field trips, and during extracurricular activities. Faculty exemplify excellence in teaching, grantsmanship, research, scholarship, and service. The Department is innovative and responsive to changing technologies and demographics and continues to pursue partnerships with regional constituencies.

### Goals

1. The Department will develop new programs and modify existing programs to meet the changing needs of students and society.
2. The Department will monitor course offerings such that the needs of changing enrollments can be accommodated.
3. The Department will improve advisement to increase student retention.
4. The Department will upgrade its educational technology.
5. The Department will collaborate with its regional educational and governmental partners.

## Statement for Assessment and Student Learning

The Department of Biological Sciences continuously strives to enrich the quality of teaching and learning through self, course, program, and departmental assessment. The Department will be responsive to the changing needs of students and society while preserving the integrity of the core curriculum required of excellent programs in the biological sciences.

## Brief Description of Department and Programs

The Department of Biological Sciences offers three undergraduate degree programs. Biology majors may select from three options: Biological Health Sciences, Botany, or Zoology. The Biological Health Sciences option prepares students for professional schools (e.g., medical, pharmacy, physical therapy, and veterinary medicine). The Botany and Zoology options allow students to become more specialized and concentrate on either plants or animals, respectively.

The Fisheries and Wildlife degree provides students with a background in zoology, botany, ecology, conservation law and the principles and techniques currently used by fish and wildlife professionals. The program combines traditional theoretical and classroom approaches along with a hands-on, field component. The degree is intended for students that plan to become professionals in any of several fields related to fisheries and wildlife or that plan to pursue graduate studies. Students in this program often find rewarding careers with state or federal agencies, non-profit organizations and private corporations.

Students may choose to major in Science Education; this degree program is a collaborative effort of the departments of Biological Sciences and Chemistry, Computer Science and Physical Science (Educational Instruction and Leadership also teaches the professional education courses). Graduates of this program are well prepared to teach a variety of science courses in public or private schools.

Most departmental faculty have a doctorate in the discipline that they are teaching. Faculty members are active in research and scholarly activities, professional societies, University service, and community service. Faculty and staff have the common goal of providing efficient and personal attention to students so that their individual needs are met. The faculty provide personal attention to students in the classroom and laboratory, on field trips, and during extracurricular activities.

The Department is housed in a facility with over 30,000 square feet of teaching, research, and office space. This facility has four lecture rooms, seven teaching laboratories, one computer laboratory, five research laboratories, an animal care facility, preparatory space for each laboratory, and a student lounge. Two other buildings are primarily used for storage, field-oriented courses, and research. Twelve research ponds are situated on the 9-acre dedicated green space on the northwest corner of campus. This facility is connected to the remainder of campus by the scenic Centennial Walkway now part of the Schuler Loop walking trail.

## CHEMISTRY, COMPUTER AND PHYSICAL SCIENCES

Dr. J. Tim Smith, Chair; Dr. David S. McKim; Dr. Nancy L. Paiva; Dr. Lie Qian; Ms. Dena Rymel; Mr. Alexander Spahn; Dr. Ming-Shan Su; Dr. Loide M. Wasmund

### Mission Statement

The Department of Chemistry, Computer and Physical Sciences is dedicated to preparing its students to face the challenges and take advantage of the opportunities of the 21st century in an expanding global community by providing excellence in teaching, outstanding academic programs, and relevant research opportunities.

### Vision

The Department of Chemistry, Computer and Physical Sciences will continue to exemplify excellence in teaching, grantsmanship, research, and scholarship. It will be innovative and responsive to changing technologies and demographics and continue to pursue partnerships with regional constituencies.

The Department of Chemistry, Computer and Physical Sciences offers undergraduate programs leading to B.S. degrees in chemistry, computer science, computer information systems, and science education.

The objectives of the department are to:

- (1) prepare students for career opportunities in business, industry, and government not just in the U.S. but around the globe;
- (2) provide students the pre-professional training required for entrance into schools of medicine, osteopathy, dentistry, veterinary medicine, optometry, nursing, physical therapy, engineering, pharmacy, and allied public health fields;
- (3) prepare students to enter the teaching profession in science education;
- (4) prepare students to apply their computer science or computer information systems knowledge and skills to create solutions to problems path in industry, government or academia and have a successful, long-lived, computer related profession;
- (5) prepare students for graduate study in chemistry, computer science, and computer information systems.

The interested student is encouraged to participate in a directed research experience as an integral part of the science program. All students majoring in chemistry, computer science or computer information systems will be required to take various major learning assessments for their degree track as part of Senior Seminar during their senior year.

## ENGLISH, HUMANITIES AND LANGUAGES

Dr. Randy Prus, Chair; Dr. F. Daniel Althoff; Dr. Jani L. Barker; Dr. Margaret Cotter-Lynch; Ms. Rebecca Doyal-Meyer; Dr. Tara Hembrough; Dr. John Brett Mischo; Dr. Wilma Shires; Dr. Mark B. Spencer; Dr. Caryn Witten.

The study of language, literature, and the humanities is integral to every institution of higher learning. The Department of English, Humanities, and Languages fulfills a central role in Southeastern's General Education Program by offering courses in English, Humanities, Spanish, German, French, and Philosophy.

## English

Our mission is to prepare students for careers in education, professional writing, technical writing and communications, administration, and public relations. The major programs also prepare students to pursue graduate degrees in English and law. We offer three different concentrations leading to the B.A. degree:

English Education is a major for students planning to enter the teaching profession.

English is a major for those primarily interested in literary studies.

English with a Writing Emphasis is a major for students interested in enhancing their skills in writing and other forms of communication.

English minor is a complement to many other concentrations.

The Department hosts a chapter of Sigma Tau Delta, the national English honor society, and also publishes Green Eggs & Hamlet, a student-produced literary and art journal.

## Languages

The Department offers a B.A. in Spanish, a liberal arts degree with the potential for many practical applications. It is ideal as a double major for students seeking to enhance their employability or who plan to work with a Spanish-speaking customer base. The Spanish minor is a complement to many majors, especially in the fields of Business, Law Enforcement, Safety, Medical Science, and Education.

The Department hosts a chapter of Sigma Delta Pi, the national Hispanic honor society.

Courses in French and German are occasionally offered.

## Liberal and Applied Sciences

The **Bachelor of Science in Liberal and Applied Studies** degree program permits students to design a course of study that suits their individual educational goals. It empowers students to have more control over the college academic experience, and, because of the broad-based curriculum, allows them to exercise creativity, innovation, and pragmatism as they plan for their own careers.

This degree program is intended, primarily, for those students who have accumulated a considerable amount of credit hours but have not decided on a particular major field OR for students desiring a liberal arts degree with an emphasis in one of six areas (Arts, Humanities, Natural Sciences, Applied Sciences, Behavioral Sciences, or Applied Behavioral Sciences). The flexibility the program offers will help these students to obtain a baccalaureate degree without a considerable loss of time and academic credit.

## MATHEMATICS

Dr. Charles Matthews, Chair; Dr. Brett Elliott; Dr. Karl Frinkle; Dr. Christopher Moretti; Dr. Patrick Reardon

Mathematics has become essential and pervasive in our modern society. Today, people with mathematical ability and sound mathematical preparation are sought by employers in almost all fields. The mathematical preparation for students of tomorrow requires emphasis on understanding the conceptual bases of mathematics, an ability to communicate mathematical ideas to others, the ability to reason mathematically, and familiarity with the use of various technological tools in learning and applying mathematics.

The mission of the mathematics and mathematics education programs at Southeastern Oklahoma State University is to prepare students to become teachers of mathematics, to enter graduate programs in the field of mathematics, to secure positions in business and government that require preparation in mathematics, and to satisfy the individual's curiosity concerning the patterns of thought found within the body of mathematics. The mathematics and the mathematics education programs are based upon the philosophy that the study and application of mathematics requires the cultivating of thought processes and intellectual attitudes that are important and useful to all students in all academic disciplines. In keeping with this philosophy, the Mathematics Department has traditionally provided courses for other academic programs and courses designed to fulfill general education requirements.

In order to insure the continued success of the mathematics and mathematics education programs at Southeastern, all majors will be expected to participate in

our on-going assessment program. The assessment program is designed to provide the mathematics faculty with information concerning the overall effectiveness of academic programs in the department.

## MUSIC

Dr. Stacy Weger, Chair; Dr. Jeremy Blackwood; Dr. Tristan Eggener; Dr. Stephanie Emberley; Dr. Steven Emge; Dr. Jourdan Howell; Dr. Joshua Nannestad; Dr. Michael Scheurman; Dr. Kate Stubbs; Dr. Jeri Walker, Donna Massey Professor of Music Education; Dr. Marc White

The Department of Music at Southeastern offers an opportunity for the study, development, and refinement of musicianship in order to prepare students for careers in music. We foster a self-fulfillment and self-determination that will enable our students to attain their highest potential and expand their creative scope. We promote a curiosity and an attitude towards life as an unending learning experience leading to futures as effective self-teachers with high musical and humanitarian standards.

Emphasis in the Department of Music is upon quality instruction and superior student performance, with students working closely with faculty to achieve personal goals. Comprehensive offerings serve the needs and interests of students majoring in music degree programs. Music courses and enrichment opportunities are also provided for all students in the University.

Courses in music support the general education and liberal arts study for non-majors, as well as encourage respect for cultural diversity and aesthetic values. Whether the student seeks preparation as a professional musician, music educator, graduate student, or to build a strong foundation for life-long learning, the Department of Music's mission is to facilitate those goals. Department resources actively support the arts within the community by providing activities of cultural interest in the Texoma region.

The Department of Music offers degree plans designed to prepare graduates for a diversity of placement opportunities. The Bachelor of Music Education degree provides training for students in preparation for teacher certification and a career in public music education, or

continued development in graduate studies. Specialization areas include instrumental music education Pre-K-12, and vocal music education Pre-K-12. The Bachelor of Music degree affords an opportunity for the study, development and refinement of a high level of musical performance and related skills in order to prepare the student for a career in performance, or continued growth in graduate programs. Specialization areas include instrumental music and vocal music. The Bachelor of Arts degree offers students an opportunity to expand their musical development through course work, ensemble participation, and applied studies, with a concentration in liberal studies. The Bachelor of Arts degree can be combined with any guided degree minor program to prepare students for graduate study or a variety of careers in their areas of interest.

The Master of Music Education provides teachers the opportunity to develop advanced skills in musicianship, pedagogical techniques, curriculum design, assessment, and research in an intensive, balanced, and relevant course of study. Graduates of this degree will return to the classroom prepared for the next level of leadership for their students, their programs, and the profession.

Southeastern Oklahoma State University is an accredited member of the National Association of Schools of Music. In all music degree programs, the faculty within that program act as advisors to students, ensuring personal attention in curricular and career development. Membership in all music ensembles, and possible scholarship opportunities, is open to qualified students throughout the University through an audition process. Contact the Department of Music for more information.

All prospective students wishing to declare a major in music at Southeastern Oklahoma State University must successfully complete and pass an audition which will include the performance of a prepared piece(s) representative of the student's current musical and technical skills; scales (and/or rudiments for percussionists); sight reading; basic ear training; and an interview with the music faculty. This audition is held in conjunction with Music Scholarship Auditions. Auditioning does not guarantee admission to the program. Students will be notified of acceptance and the awarding of scholarship monies within two weeks after auditioning. Specific audition guidelines may be found on the Department of Music website <http://www.se.edu/dept/music/>

## SOCIAL SCIENCES

Dr. Glenn P. Melancon, Chair; Ms. Corie A. Delashaw;  
Dr. J. Brooks Flippen; Dr. Hugo Renderos

The mission of the Department of Social Sciences is to provide rigorous academic courses and programs that study social, cultural, political, economic, and historical dimensions of the human experience.

The Department offers a Bachelor of Arts degree with major programs of study in History, Political Science, and Social Studies Education (secondary social studies teachers). The Department also offers minors in History, Political Science, Public Administration and Geography. Students majoring in these fields should consult with a faculty advisor to develop a specific program of study.

# John Massey School of Business

## Department/Discipline

Accounting and Finance

Accounting

Finance

Division of Aviation Sciences and Occupational Safety

Aviation Management

Aviation-Professional Pilot

Occupational Safety and Health

Management and Marketing

Management

Marketing

General Business

# John Massey School of Business

## Vision

To be a leader and innovator in higher education in business in the service region and provide an environment of academic excellence that enables business students to reach their highest potential. The current vision of the JMSB is to be the premier business program among the state's regional universities as evidenced by achieving and maintaining AACSB accreditation.

## Mission Statement

The mission of the JMSB is to develop business professionals who are able to apply their knowledge of business to solve problems effectively as individuals or in a team environment, clearly communicate their ideas to appropriate audiences, and demonstrate an understanding of the process of making ethical decisions. The JMSB recognizes and values a wide range of intellectual contributions with an emphasis on applied knowledge and practice.

## Foundation and Principles of the John Massey School of Business

**Student centered:** Our highest priority is our students. We recognize that our students' future success is the measure of our success.

**Learning organization:** We recognize the dynamic nature of business. Therefore, the faculty must be active in both teaching and learning. One of the most important goals for faculty is the development of scholarly output that enhances student learning and is validated by peers.

**Respect for ideas:** We support an environment that encourages open and responsible expression. A commitment to life-long learning begins with a willingness to consider new ideas.

**Leadership by example:** To prepare students for a competitive global environment, we must set high standards for both students and faculty. The quality of faculty activities is judged by the

impact they have on important constituencies, including students, business practitioners and other academics.

**Market responsive:** Our programs should anticipate and respond to changes in society and the business environment.

**Innovation:** To respond to change, we must support innovation and intelligent risk taking. We recognize that innovation and creativity require both a period of experimentation and a process of evaluation.

**Collaborative efforts:** We support collaborative and integrative activities that transcend functional disciplines and address significant issues.

**Intellectual leadership:** The John Massey School of Business should develop areas of recognized expertise. Academic, aviation and business professionals should look to the John Massey School of Business for leadership in these areas.

**Regional Emphasis:** We recognize the unique opportunity that is available through partnerships with the Native American Tribes and related businesses. We believe that our business programs will be enhanced by addressing the needs, concerns and aspirations of these.

**Resources:** We recognize that programs should drive resources instead of resources driving programs. We recognize the need for the business school to develop resources beyond university budgets.

**Diversity:** To be effective in an increasingly diverse global environment, our students must learn about and from other points of view and cultures.

## Measures of Success

Our measures of success include:

- Development of scholarly output
- Student activities and practical experiences
- Academic and business professionals look to the John Massey School of Business for business and aviation leadership within the region

The John Massey School of Business is accredited by the Association to Advance Collegiate Schools of Business (AACSB) to offer the following business degrees:

- The Bachelor of Business Administration (B.B.A) with majors in Accounting, Finance, General Business, Management and Marketing
- The Master of Business Administration (M.B.A.)
- The Bachelor of Science for Aviation majors.
- The Master of Science in Aerospace Administration (M.S.)

Accreditation assures students that Southeastern administration and faculty of the John Massey School of Business are dedicated to continuous improvement of business education and the adherence to teaching and learning practices of excellence.

Graduation GPA Requirements: All business degree graduation requirements are covered in detail in the program requirements.

- \*The Aviation Sciences Institute is accredited by Aviation Accreditation Board International (AABI) for the Bachelor of Science in Professional Pilot and Aviation Management.
- \*The Professional pilot program is a Federal Aviation Administration (FAA) approved Title 14 of the Code of Federal Regulation Part 141 and Part 61 flight schools.
- \*Aviation Sciences Institute is a recognized provider of flight training by Transportation Security Administration under Title 49 Part 1552.

## Programs

- Department of Accounting and Finance  
Accounting (B.B.A.)  
Finance (B.B.A.)
- Aviation Sciences Institute  
Aviation Management (B.S.)  
Aviation – Professional Pilot (B.S.)
- Occupational Safety and Health  
Occupational Safety and Health (B.S.)
- Department of Management and Marketing  
Management (B.B.A.)

Hospitality Management (option)  
Marketing (B.B.A.)  
General Business (B.B.A.)

## ACCOUNTING AND FINANCE

Dr. Kitty Campbell, Interim Chair; Dr. Linda Bressler; Dr. Han-Sheng Chen; Dr. George Collier; Dr. Ying-Chou Lin; Ms. Stephanie Metts; Dr. Rhonda Richards.

The primary mission of the Department of Accounting and Finance is to offer baccalaureate programs in accounting and finance which are designed to provide high quality academic education as well as practical experiences. The department is dedicated to preparing students to be successful in a diverse, ever-changing and globally competitive environment. Additionally, these programs can stimulate the students to develop an interest in lifelong learning.

The accounting program will prepare graduates to meet the many challenges of today's complex business environment. Accounting professionals play a critical role in a wide variety of public accounting firms, businesses, government organizations, and not for profit institutions. The major goal of this accounting program is to offer a broad based academic background to prepare graduates for entry into the accounting profession.

The primary mission of the finance program is to prepare students for the practical and professional aspects of the practice of finance. The finance curriculum is designed to provide students with a broad in-depth knowledge so that they may choose from a variety of finance careers. The curriculum's foundation gives students the ability to recognize finance principles and terms, which facilitates their appreciation of the interrelationships among business disciplines and their ability to participate meaningfully in discussions about finance and finance related issues. The program provides students with the flexibility to focus their program to prepare for positions such as financial analysts, financial services professionals, or corporate finance.

Graduation GPA Requirements: The Bachelor of Business Administration program in Accounting and also



in Finance requires that students achieve a minimum grade - of C (2.0) in all business core classes as well as a 2.3 in the major. The University GPA requirements for graduation are listed elsewhere in the catalog.

## AVIATION SCIENCES INSTITUTE

The primary mission of the Aviation Sciences Institute is to provide its students with the highest quality aviation education and flight training possible. The fundamental belief of the ASI is that the best trained students will be the safest and most successful aviation professionals. The Aviation Sciences Institute will strive to excel as a world leader in Aviation Education. To that end, the Aviation Sciences Institute will provide the students with the most current information, technology, and personalized training available in the aviation profession.

### Flight Training Requirements

Professional Pilot major/minors must obtain an FAA first class medical and Student pilot certificate issued by a physician designated by the Federal Aviation Administration. All flight students must also be in compliance with all Department of Homeland Security regulations governing flight training for U.S. and non-U. S citizens.

Non-Professional Pilot Major-Minor or Minors must obtain a third class (or higher) medical and Student pilot certificate if they elect to enroll in flight classes.

All flight students must also be in compliance with all Department of Homeland Security regulations governing flight training for U.S. and non-U.S. citizens.

### Special Charges

Some aviation courses require special deposits and/or fees in advance of any instruction administered by the Department of Flight. For additional information concerning current rates and charges for instruction please review the ASI web site <http://www.se.edu/dept/aviation/professional-pilot/flight-schedule/>

Aircraft and associated flight costs are a separate expense and not covered under normal tuition and fees.

The Office of Financial Aid has different opportunities for the student to earn or receive money. However, the amount received may not be sufficient to cover the full cost of completing the Professional Pilot degree program. Please contact the Office of Financial Aid for detailed information.

### Residence Experience Requirements

One-third of all Professional Pilot Major-Minor courses must be accomplished in residence at Southeastern Oklahoma State University. In addition, the Professional Pilot degree requires that at least the last two flight courses, to include the corresponding ground courses, must be accomplished in residence. In the event a student applying for admission to the aviation program exceeds the two-thirds maximum flight credit hours at the time of application, a special committee may be convened to establish a satisfactory flight curriculum to meet the one-third residency requirement, and, if possible, avoid repetition. It is possible that courses may be repeated. In no case will the requirement to accomplish the last two flight courses in residence be waived. Once a student is admitted to Southeastern's Aviation Sciences Institute, all flight training credit must be completed at SE or through another regionally accredited university aviation program.

### Graduation Requirements

A minimum GPA of 2.5 is required in all Professional Pilot and Aviation Management Major-Minor degree requirements including specified general education requirements. In addition, no grade less than C in Professional Pilot ground courses is acceptable.

### Advanced Standing Policy

Advance Standing credit may be offered for FAA Airman Certificates and Ratings in accordance with the ASI Advance Standing policy.

## DEPARTMENT OF FLIGHT

Mr. George C. Jacox, Chair; Mr. Kyle Thomas; Mr. John Van Bebber

The academic curriculum of the aviation program is designed to meet the requirements of the Federal Aviation Administration while meeting the needs of various

segments in the aviation industry. The department offers one major/minor and one minor.

### **Policy and Safety Procedures**

For expanded information on Policy and Safety procedures, refer to the ASI web page. <http://www.se.edu/dept/aviation/asi-policy-page/>

## **AVIATION MANAGEMENT**

Dr. Stanley J. Alluisi, Chair; Mr. Jake Durham

The academic curriculum for the aviation management program is designed to meet the requirements of the aviation industry. Business, maintenance, safety, and security are the four areas of specialization in the aviation management degree. Upon completion of the degree requirements, the successful candidate will earn a Bachelor of Science degree in Aviation Management.

### **Business Option (AM-1)**

The aviation management degree specializing in business prepares the student to enter the challenging area of human resources, airfield operations, and general aviation business management. The 25-hour core plus the 30-hour business specialty for the major-minor program augmented with an additional 69 hours of course work combines to meet the 124-hour requirement for the Bachelor of Science degree in Aviation Management.

### **Maintenance Option (AM-2)**

The aviation management degree specializing in maintenance is specifically designed for the individual that possesses an FAA mechanics certificate with Airframe and Powerplant ratings. This degree helps to prepare the student to enter the field of management in maintenance operations. The 25-hour core plus the 30-hour maintenance specialty for the major-minor program, augmented with an additional 69 hours of course work, combines to meet the 124-hour requirement for the Bachelor of Science degree in Aviation Management.

### **Safety Option (AM-3)**

The aviation management degree specializing in

safety is designed to prepare the student to enter the challenging and demanding field of aviation safety with special emphasis on aircraft accident prevention. The 25-hour core plus the 31-hour safety specialty for the major-minor program, augmented with an additional 68 hours of course work, combines to meet the 124-hour requirement for the Bachelor of Science degree in Aviation Management.

### **Security Option (AM-4)**

The aviation management degree specializing in security prepares the student to enter the field of security for airlines, airports, terminals, and physical plants. The 25-hour core plus the 30-hour security specialty for the major-minor program, augmented with an additional 69 hours of course work, combines to meet the 124-hour requirement for the Bachelor of Science degree in Aviation Management.

## **OCCUPATIONAL SAFETY AND HEALTH**

Dr. Chris Bradshaw Chair; Dr. Wayne Jones; Dr. Nick Nichols; Dr. Hal Poovey; Dr. Richard Braley, Mrs. Mellena Nichols, Mr. Wayne Levins.

When asked what you do, how many can say .... I save lives for a Living! With over 2, 500 graduates of the program since 1989 the Occupational Safety and Health Department at Southeastern has steadily become one of the largest Occupational Safety programs in the United States. The program began as a traffic and general safety department in the 1960's and 1970's but was converted to its present focus of worker safety in the industrial, manufacturing, transportation, insurance and construction industries in 1989.

Since that time the program has seen steady growth and now averages over 400 students majoring in OSH, almost 200 graduates each year at the bachelors and masters levels, and over 500 students enrolled in occupational safety courses each semester. In addition, the American Society of Safety Engineers student chapter consistently places among the nation's best and accumulates thousands of dollars in scholarships each year for Southeastern occupational safety students. Southeastern Occupational Safety students have earned

over \$200,000 in national, regional, and local scholarships and grants.

In 2007 the program experienced two major milestones with the creation of the masters program and an OSH building renovation which doubled the academic spaces and added significant lab spaces. Additional grants by various companies, including the Choctaw Nation of Oklahoma, added much need lab equipment and training exercises bringing the program to a competitive level with any occupational safety program in the country. The Master of Science program is a primarily online program which allows students to participate from as far away as oil platforms off the coast of Africa, Middle Eastern countries, and from states all over the country. The program has grown to over 80 students. Over 75 students have graduated from the program.

The program is up-to-date with the latest technology, industrial hygiene, construction and noise and vibration labs, and confined space training. The program offers both undergraduate and graduate degrees in occupational safety & health, and satisfies the needs of the profession in numerous ways. Dozens of companies recruit from the department every year and several companies come back year after year for Southeastern Occupational Safety graduates. Our graduates fill the ranks of dozens of Fortune 500 companies and governmental agencies around the world. A small sampling of the worldwide companies with Southeastern occupational safety graduates include Alcoa, General Motors, Exxon-Mobil, Texas Instruments, Alcon, NASA, the US State Department, Hartford, Kiewit, Granite, OSHA, Burlington-Northern, Pratt & Whitney, Peterbilt, Chevron, Baylor Medical Center, Raytheon, the Choctaw and Chickasaw Nations. The department has graduates in almost every state and numerous countries overseas. We have graduates working in all areas of industry, government, and education.

The Southeastern name is everywhere in occupational safety. With more emphasis on occupational safety than ever before, the Congressional mandate that companies employ safety professionals, and the lack of universities with occupational safety as a degree choice, the program is poised to grow larger with each passing year. If I can be of any help as you make your decisions, please call Dr. Chris Bradshaw, at 580-745-2426 or email [cbradshaw@se.edu](mailto:cbradshaw@se.edu).

## MANAGEMENT AND MARKETING

Dr. Kitty Campbell, Chair; Dr. Martin Bressler; Mr. Robert Howard; Dr. Courtney Kernek; Mr. Rod Leird; Dr. Lawrence Silver; Dr. Robert Stevens; Dr. C.W. VonBergen.

The primary mission of the Department of Management and Marketing is to provide baccalaureate programs in Management, Marketing and General Business within an environment of academic excellence. Academic and applied experiences are employed to prepare students to operate in a diverse and global environment. The long term goal is to develop an interest in lifelong learning in each student.

## MANAGEMENT

The management program focuses on the relevant knowledge and skills that underlie effective management practice, irrespective of organization or industry type. Students are expected to master a variety of business communication forms and to develop the basic behavioral competencies necessary to plan, organize, lead, and control the work of others in organizations. Students must also analyze business problems and seek to become adept at using both quantitative and qualitative decision-making techniques. Current and historically important theories of organization and human work behavior are studied so that students understand processes that occur in contemporary organizations. The courses in the management major place an emphasis on learning that should facilitate long term development as a management professional.

## MARKETING

The major in marketing emphasizes the knowledge, skills, and concepts necessary for effective performance in various functional areas of marketing. The required courses are designed to demonstrate the interaction of the social, economic, and cultural environments upon the management of an organization's marketing activities.

The marketing electives offer an opportunity for students to choose areas of more specialized knowledge according to their interests and career goals.

## **GENERAL BUSINESS**

The General Business program is designed to prepare students for employment in a wide range of administrative positions in private business, government, or not-for-profit businesses. It is an interdepartmental major intended for students who wish to remain generalists rather than specialists in the business field. The curriculum promotes a general understanding of the business environment while providing a strong foundation in the common body of business knowledge. Beyond the business core, upper-level electives include courses within accounting, finance, management and marketing.

# School of Education and Behavioral Sciences

## Department/Discipline

### Behavioral Sciences

Criminal Justice

Early Intervention and Child Development

Psychology

Sociology

### Educational Instruction and Leadership

Elementary Education

Professional Education

Special Education-Mild/Moderate Disabilities

### Kinesiology

# School of Education and Behavioral Sciences

## Vision

The School of Education and Behavioral Sciences will continue its recognition, in North Texas and Southeast Oklahoma, as offering premiere degree programs in education, psychology, clinical mental health counseling, school counseling, criminal justice, sociology, physical education and recreation. The School of Education and Behavioral Sciences will strive to attain the same prestige in the state and throughout the nation.

## Mission Statement

The mission of the School of Education and Behavioral Sciences is to provide an environment of academic excellence that permits students to reach their highest potential as professionals for the 21<sup>st</sup> century. The essence of our mission is to challenge student-learners to become professionals that are competent, committed and ethical. Through access to exemplary instruction, challenging academic programs and extracurricular experiences, students will acquire the knowledge, skills and dispositions essential to their career preparation in education, behavioral sciences, health/physical education or recreation.

## Departments and Degree Programs

### Department of Behavioral Sciences

Undergraduate:

- Criminal Justice (B.A.)
- Early Intervention & Childhood Development (B.A.)
- Psychology (B.A.)
- Sociology (B.A.)

Graduate:

- Clinical Mental Health Counseling (M.A.)
- Early Intervention and Child Development (MEICD)
- School Counseling (M.Ed)

### Department of Educational Instruction & Leadership (EIL)

Undergraduate:

- Elementary Education (B.S.)
- Early Childhood Option (B.S.)
- Special Education – Mild/Moderate Disabilities (B.S.)
- Secondary Education (B.S.)

Graduate:

- Curriculum and Instruction (M.Ed)
  - Generalist
  - Education Technology
  - English
  - Mathematics
  - Science
- Educational Leadership (M.Ed)
- Special Education (M.Ed.)
  - Administration
  - Challenging Behaviors

### Department of Kinesiology (KIN)

Undergraduate:

- Health and Physical Education (B.S.)
- Health and Human Performance (B.S.)
- Recreation (B.S.)

Graduate:

- Master of Science in Sports Administration (M.S.)

## Goals

The School of Education and Behavioral Sciences:

- Provides quality education programs in each area of specialization.
- Provides preparation for students to succeed in teaching and nonteaching careers such as those in counseling, criminal justice, psychology, recreation, and sociology.
- Demonstrates professionalism through scholarly activities, assessing instructional effectiveness, and promoting intellectual growth in students and faculty.
- Produces effective and ethical education professionals who are prepared to utilize technology in planning and delivering instruction for diverse students while motivating and assessing all students.
- Establishes and maintains quality standards for certification and licensure of education and

behavioral science professionals.

- Supports and serves area agencies such as schools, mental health facilities, and social service agencies who employ education, behavioral sciences and recreation professionals.

### **Behavioral Sciences**

Dr. Ed. Mauzey, Chair

## **CRIMINAL JUSTICE**

Dr. Hallie Stephens

Criminal justice is a broad field, closely related to the discipline of criminology. Criminology is the scientific study of crime, criminal behavior, and related institutional responses. The criminal justice system is an institutional response. The Bachelor of Arts criminal justice degree represents a challenging, liberal arts approach to the systematic examination of complex crime issues from legal, political, sociological, and psychological perspectives. The program focuses on six content areas: administration of justice, corrections, criminological theory, law adjudication, law enforcement, and research and analytic methods. The criminal justice degree provides the basic foundation for careers in law enforcement, courts, and corrections, as well as law school and graduate study.

## **EARLY INTERVENTION AND CHILD DEVELOPMENT**

Laura Atchley

The Bachelor of Science in Early Intervention and Child Development (EICD) addresses state and regionally-identified needs for highly qualified personnel in early intervention programs. The program mission is to ensure that personnel have the necessary skills and knowledge to provide effective interventions to infants, toddlers, and young children. These interventions are derived from practices that have been determined through scientifically based research and experiences to be successful in serving these young children. The program prepares candidates to become more effective child care providers, both in Oklahoma and north Texas. It provides

candidates with the knowledge and skills aligned with the National Association for the Education of Young Children (NAEYC). The program incorporates courses that will provide candidates with the opportunity to complete “field-based”, authentic assignments aligned to the NAEYC core propositions and standards.

## **PSYCHOLOGY**

Dr. Blythe Duell; Dr. Charla Hall; Dr. Jennifer Hicks; Dr. Amy Madewell

Psychology is the scientific study of behavior and mental processes. Psychologists study and perform research which seeks to describe, explain, predict, and control various aspects of human and animal behavior. The baccalaureate program in psychology is designed to enhance students’ understanding of themselves and others and offers students the latest psycho-logical information and theoretical applications. The student is also introduced to strategies for living more effectively, for gaining or advancing in employment and for admission to higher levels of education.

The psychology major is designed to serve a variety of career goals through required and elective course offerings. A bachelor’s degree is often a prerequisite to specializing as a professional in many fields of psychology. The student majoring in psychology pursuing a broad interest in human nature will probably take a different sequence of electives than a student who is preparing for advanced work in psychology. A minor in psychology complements a number of other fields of study, such as social sciences, communication, business, law, and criminal justice.

All students are encouraged to plan course work carefully. Early and frequent consultation with an advisor is helpful in sequencing course work and in selecting courses which will provide a solid foundation in psychology and a good general education.

Education majors may obtain a teaching endorsement by completing specific course work in psychology and obtaining a passing score on the psychology examination given by the State Department of Education.

At the graduate level the department offers the Master of Arts in Clinical Mental Health Counseling and the Master of Education in School Counseling (see Graduate section starting on page 184).

## SOCIOLOGY

Dr. James Knapp; Dr. Hallie Stephens

Sociology, as one of the behavioral sciences, has human behavior as its basic unit of study. The Sociology program offers a series of courses which are designed for breadth in education, particularly as they apply to the understanding of human relationships. These courses provide a basic education in human relationships with special emphasis on the structures, functions, patterns, and changes of behavior.

A bachelor's degree in Sociology provides employment opportunities in such fields as business and industry, community relations and development, urban affairs, corrections, law enforcement, civil service, and a large number of public and private agencies. For others, the B.A. in Sociology provides a prerequisite for admission to graduate school to pursue the graduate degree necessary for professional career opportunities.

## EDUCATIONAL INSTRUCTION AND LEADERSHIP

Dr. Stewart Mayers, Chair; Dr. Kathleen Boothe;  
Dr. William Fridley; Dr. Barbara McClanahan; Dr.  
Crystal Moore; Dr. Susan Morrison; Dr. Maribeth  
Nottingham; Dr. Jerry Stout; Dr. Michele Wages

### Elementary Education

The Educational Instruction and Leadership Department offers degrees in Elementary Education, Early Childhood, and Special Education. The Elementary Education Degree prepares teacher candidates to teach students in grades 1-6 and in some self-contained classes, grades 7-8. The Early Childhood program prepares teachers for grades PK-3. The Special Education Program prepares teachers for PK-12. There are additional certification requirements required by the schools in order to be in compliance with No Child Left Behind.

Teacher Certification Requirements: Elementary Education, Early Childhood, and Special Education-Mild/Moderate Disabilities majors, beginning the program after September 1, 1997, must be proficient in a foreign language and must take twelve (12) semester hours from each of the following Liberal Arts and Sciences areas. Most of these courses can be taken within the General Education core:

Language Arts: ENG 1113, 1213; HUM 2113, or  
2223, or 2313; COMM 2213

Mathematics: MATH 1303, 1513, 3123, 3133

Social Studies: HIST 1513, 1523; POSC 1513;  
GEOG 2723

Science: BIOL 1114, PSCI 1114, SCIE 3224

This program requires 55 hours of Liberal Arts and Sciences courses.

### Professional Education

Professional Education prepares people to work effectively in their professional roles in the elementary and secondary school. The Department of Educational Instruction and Leadership provides courses which contribute to the baccalaureate in education and to certification in each particular teaching field.

All teacher education candidates are required to complete the 33 semester-hour block of Professional Education courses listed below. These courses develop general teaching competencies which will be tested on the Oklahoma Professional Teaching Examinations.

### Portfolio Policy

Teacher candidates in the teacher education program at Southeastern are required to develop an electronic assessment portfolio documenting their growth and professional progress throughout their professional and specialization education program. The portfolio process begins when a candidate enrolls in the teacher education course. Portfolios are completed using Chalk and Wire software.



## KINESIOLOGY

Dr. Kay Daigle, Chair; Mr. Bo Atterberry; Ms. Brianna Barry; Mr. Charles Burks; Mrs. Sami Jo Cotton-Black; Mr. Ron Faubion; Mr. Kelly Green; Mr. Darin Grover; Mr. John Heavner; Mr. Ryan Quinn; Dr. Mike Reed; Mrs. Courtney Rogers; Mr. Chad Speer; Mr. Scott Willman

### Mission Statement

The Department of Kinesiology provides an academic environment that enables students to achieve personal goals in their major field. By having personal access to excellent teaching, a challenging academic program, and extensive collaborative experiences, students will acquire knowledge, skills, and competencies to promote success in their chosen profession.

### Vision

The Department of Kinesiology will continue to provide qualified, knowledgeable graduates to serve as teachers/coaches in public and private schools in Oklahoma and northern Texas; as health and fitness professionals in clinical and commercial settings; or, as leaders in the recreation profession.

certification program for grades preschool through twelve: a Bachelor of Science (B.S.) in Health and Human Performance, a non-teacher education degree which prepares students for post-baccalaureate studies or careers in the health/fitness sciences or a Bachelor of Science (B.S.) in Recreation, a non-teacher education degree which prepares students for careers in the field of recreation

The Department of Kinesiology offers undergraduate programs leading to a Bachelor of Science (B.S.) in Health and Physical Education, an approved teacher

### Program Goals

The Department of Kinesiology

1. provides quality curriculum studies in Health and Physical Education, Health and Human Performance, and in Recreation;
2. maintains quality standards for certification in health and physical education;
3. prepares students to enter the teaching

- profession in health and physical education;
4. prepares students to perform skillfully and knowledgeably in the recreation profession;
5. prepares students for post-baccalaureate studies in the health/fitness sciences;
6. prepares students to perform intelligently and proficiently as professionals in their career of choice.

# **Undergraduate Degree Programs**

**Undergraduate Degree Programs listed alphabetically**

**Program:** ACCOUNTING  
**Major/Minor:** Accounting  
**Degree:** Bachelor of Business Administration (B.B.A.)

**Dept:** Accounting and Finance Department  
**School:** John Massey School of Business  
**Major Code:** 001

**GENERAL EDUCATION ..... 44 Semester hours**

**Specified General Education Requirements**

COMM 2213 Business and Professional Speaking  
 ECON 2113 Principles of Macroeconomics  
 MATH 1513 College Algebra or math course with college algebra as a prerequisite

Communications (9 Hours)

1. English (ENG 1113 and ENG 1213)
2. Speech Communication (COMM 2213)

Social and Behavioral Sciences (12 Hours)

1. Political Science (POSC 1513)
2. American History (HIST 1513 or 1523)
3. Social Science (ECON 2113)
4. Mental and Physical Health (KIN 1113 or PSY 1113)

Science and Mathematics (14 Hours)

1. Biological Sciences (BIOL 1114 or 1404)
2. Physical Sciences (CHEM 1004, 1114, 1315; PHYS 1114, 2015; PSCI 1114, 1214, or 1414)
3. Mathematics (MATH 1513, 1613, 2113, 2143 or 2215)
4. Computer Proficiency Requirement (BIM 1513 or CIS 1003)

Humanities (9 Hours)

1. Humanities, Philosophy, and Lit (ENG 2313, 3893; HUM 2113, 2223, 2313; or PHIL 2113, 2223)
2. Fine Arts (ART 1003, 1103, 2103, 3013, 3083; MUS 1113, 1123, 3133; THTR 1143, 1183, 2183, or 3183)
3. Foreign Language (CHTW 1513; FREN1113; GERM1113; SPAN1113, 1223; ASL 1113; NS 1213)

**MAJOR/MINOR REQUIREMENTS: Accounting ..... 70 Semester Hours**

**Business Core (43 semester hours):**

ACCT 2103 Fundamentals of Financial Accounting  
 ACCT 2203 Fundamentals of Managerial Accounting  
 BIM 3183 Business Information Management  
 BLAW 3123 Legal Environment of Business  
 ECON 2213 Principles of Microeconomics  
 ENG 3903 Business and Professional Writing  
 BUS 2633 Business Statistics  
 BUS 3333 Business Ethics  
 BUS 4901 Career Development Seminar  
 FIN 3113 Business Finance  
 MKT 3233 Principles of Marketing  
 MNGT 3113 Management and Organizational Behavior  
 MNGT 3243 Production and Operations Management  
 MNGT 4443 International Business  
 MNGT 4633 Business Policy

Two of the following:

ACCT 3413 Forensic Accounting  
 ACCT 3713 Governmental Accounting  
 ACCT 4113 Advanced Accounting  
 ACCT 4223 Financial Analysis and Control  
 ACCT 4950 Internship  
 ACCT 4980 Seminar

**NOTE:**

All business core classes must be completed with a grade of C or better.

**Accounting Major (27 semester hours):**

ACCT 3113 Intermediate Accounting I  
 ACCT 3213 Intermediate Accounting II  
 ACCT 3313 Income Tax Accounting  
 ACCT 3323 Income Tax Accounting II  
 ACCT 3513 Cost Accounting  
 ACCT 4713 Accounting Information Systems  
 ACCT 4813 Auditing

**Program:** ART  
**Major/Minor:** Art Studio  
**Degree:** Bachelor of Arts (B.A.)

**Dept:** Art. Communication and Theatre  
**School:** Arts and Sciences  
**Major Code:** 003

**GENERAL EDUCATION ..... 44 Semester hours**

**Communications (9 Hours)**

1. English (ENG 1113 and ENG 1213)
2. Speech Communication (COMM 1233 or 2213)

**Social and Behavioral Sciences (12 Hours)**

1. Political Science (POSC 1513)
2. American History (HIST 1513 or 1523)
3. Social Science (ECON 2113, GEOG 2723, HIST 3513, or SOC 1113)
4. Mental and Physical Health (KIN 1113 or PSY 1113)

**Science and Mathematics (14 Hours)**

1. Biological Sciences (BIOL 1114 or 1404)
2. Physical Sciences (CHEM 1004, 1114, 1315; PHYS 1114, 2015; PSCI 1114, 1214, or 1414)
3. Mathematics (MATH 1303, 1513, 1543, 1613, 2013, 2113, 2143, 2215, or 2283)
4. Computer Proficiency Requirement (BIM 1513 or CIS 1003)

**Humanities (9 Hours)**

1. Humanities, Philosophy, and Lit (ENG 2313, 3893; HUM 2113, 2223, 2313; or PHIL 2113, 2223)
2. Fine Arts (ART 1003, 1103, 2103, 3013, 3083; MUS 1113, 1123, 3133; THTR 1143, 1183, 2183, or 3183)
3. Foreign Language (CHTW 1513; FREN1113; GERM1113; SPAN1113, 1223; ASL 1113; NS 1213)

**MAJOR/MINOR REQUIREMENTS: Art ..... 54 Semester Hours**

**Core (27 hours)**

ART 1213 Drawing I  
 ART 2013 2-D Design  
 ART 2023 3-D Design  
 ART 2903 Digital Imaging I  
 ART 2113 Art History Survey I  
 ART 3123 Color Theory  
 ART 3133 Art History Survey II  
 ART 3203 Art and World Cultures  
 ART 3313 History & Theory of Design

**Art Studio**

**Required (21 hours)**

ART 1413 Ceramics I  
 ART 3083 Issues in Aesthetics and Criticism  
 ART 3213 Drawing II  
 ART 3223 Painting I  
 ART 3433 Sculpture I  
 ART 4133 Art History III: Modern and Contemporary Art  
 ART 4213 Printmaking I

**Electives 6 hours – choose from the following:**

ART 3013 Comic Book Art and American Culture  
 ART 3103 Survey of Native North American Art  
 ART 3323 Painting II  
 ART 3423 Ceramics II  
 ART 3523 Ceramics III  
 ART 3623 Ceramics IV  
 ART 3814 Digital Photography I  
 ART 3903 Digital Imag101108ing II  
 ART 4223 Printmaking II  
 ART 4333 Painting III  
 ART 4343 Painting IV  
 ART 4443 Sculpture II  
 ART 4814 Digital Photography II  
 ART 4950 Internship  
 ART 4960 Directed Reading  
 ART 4970 Special Studies

**Program:** ART  
**Major/Minor:** Graphic Design  
**Degree:** Bachelor of Arts (B.A.)

**Dept:** Art. Communication and Theatre  
**School:** Arts and Sciences  
**Major Code:** 003

**GENERAL EDUCATION ..... 44 Semester hours**

**Communications (9 Hours)**

1. English (ENG 1113 and ENG 1213)
2. Speech Communication (COMM 1233 or 2213)

**Social and Behavioral Sciences (12 Hours)**

1. Political Science (POSC 1513)
2. American History (HIST 1513 or 1523)
3. Social Science (ECON 2113, GEOG 2723, HIST 3513, or SOC 1113)
4. Mental and Physical Health (KIN 1113 or PSY 1113)

**Science and Mathematics (14 Hours)**

1. Biological Sciences (BIOL 1114 or 1404)
2. Physical Sciences (CHEM 1004, 1114, 1315; PHYS 1114, 2015; PSCI 1114, 1214, or 1414)
3. Mathematics (MATH 1303, 1513, 1543, 1613, 2013, 2113, 2143, 2215, or 2283)
4. Computer Proficiency Requirement (BIM 1513 or CIS 1003)

**Humanities (9 Hours)**

1. Humanities, Philosophy, and Lit (ENG 2313, 3893; HUM 2113, 2223, 2313; or PHIL 2113, 2223)
2. Fine Arts (ART 1003, 1103, 2103, 3013, 3083; MUS 1113, 1123, 3133; THTR 1143, 1183, 2183, or 3183)
3. Foreign Language (CHTW 1513; FREN1113; GERM1113; SPAN1113, 1223; ASL 1113; NS 1213)

**MAJOR/MINOR REQUIREMENTS: Art ..... 54 Semester Hours**

**Core (27 hours)**

ART 1213 Drawing I  
 ART 2013 2-D Design  
 ART 2023 3-D Design  
 ART 2903 Digital Imaging I  
 ART 2113 Art History Survey I  
 ART 3123 Color Theory  
 ART 3133 Art History Survey II  
 ART 3203 Art and World Cultures  
 ART 3313 History & Theory of Design

**Graphic Design**

**Required (18 hours)**

ART 2333 Vector Graphics I  
 ART 2633 Web Page Design I  
 ART 3033 Graphic Layout  
 ART 3903 Digital Imaging II  
 ART 4513 Applied Graphic Design I  
 ART 4613 Applied Graphic Design II

**Electives 9 hours – choose from the following:**

ART 3013 Comic Book Art and American Culture  
 ART 3103 Survey of Native North American Art  
 ART 3333 Typography  
 ART 3633 Web Page Design II  
 ART 3814 Digital Photography I  
 ART 3903 Digital Imaging II  
 ART 4033 Vector Graphics II  
 ART 4814 Digital Photography II  
 ART 4213 Printmaking I  
 ART 4950 Internship  
 ART 4960 Directed Reading  
 ART 4970 Special Studies  
 COMM 3773 Advertising Copywriting & Design  
 COMM 3893 Communication Campaigns and Case Studies  
 COMM 3573 Video Production

**Program:** ART  
**Major/Minor:** Art Teacher Certification  
**Degree:** Bachelor of Arts (B.A.)

**Dept:** Art. Communication and Theatre  
**School:** Arts and Sciences  
**Major Code:** 003

**GENERAL EDUCATION ..... 44 Semester hours**

**Communications (9 Hours)**

1. English (ENG 1113 and ENG 1213)
2. Speech Communication (COMM 1233 or 2213)

**Social and Behavioral Sciences (12 Hours)**

1. Political Science (POSC 1513)
2. American History (HIST 1513 or 1523)
3. Social Science (ECON 2113, GEOG 2723, HIST 3513, or SOC 1113)
4. Mental and Physical Health (KIN 1113 or PSY 1113)

**Science and Mathematics (14 Hours)**

1. Biological Sciences (BIOL 1114 or 1404)
2. Physical Sciences (CHEM 1004, 1114, 1315; PHYS 1114, 2015; PSCI 1114, 1214, or 1414)
3. Mathematics (MATH 1303, 1513, 1543, 1613, 2013, 2113, 2143, 2215, or 2283)
4. Computer Proficiency Requirement (BIM 1513 or CIS 1003)

**Humanities (9 Hours)**

1. Humanities, Philosophy, and Lit (ENG 2313, 3893; HUM 2113, 2223, 2313; or PHIL 2113, 2223)
2. Fine Arts (ART 1003, 1103, 2103, 3013, 3083; MUS 1113, 1123, 3133; THTR 1143, 1183, 2183, or 3183)
3. Foreign Language (CHTW 1513; FREN1113; GERM1113; SPAN1113, 1223; ASL 1113; NS 1213)

**MAJOR/MINOR REQUIREMENTS: Art ..... 87 Semester Hours**

**Art Teacher Major (54 semester hours)**

**Core (27 semester hours)**

ART 1213 Drawing I  
 ART 2013 2-D Design  
 ART 2023 3-D Design  
 ART 2903 Digital Imaging I  
 ART 2113 Art History Survey I  
 ART 3123 Color Theory  
 ART 3133 Art History Survey II  
 ART 3203 Art and World Cultures  
 ART 3313 History & Theory of Design

**Teacher Certification**

**Required (18 semester hours)**

ART 1413 Ceramics I  
 ART 3083 Issues in Aesthetics and Criticism  
 ART 3213 Drawing II  
 ART 3223 Painting I  
 ART 4133 Art History III: Modern and Contemporary Art  
 ART 4213 Printmaking I

**Electives 9 semester hours**

EDUC 2000 Pre-Student Teaching Field Experiences I  
 To be taken concurrently with:  
 EDUC 2013 Foundations of Education

PSY 3123 Child and Adolescent Development for  
 Education Majors  
 EDUC 3313 Technology Integration for the Classroom

**Additional Required for Certification  
 (Admittance to Teacher Educ required)**

**Professional Education (33 semester hours)**

SPED 2123 Introduction to Individuals with  
 Exceptionalities  
 EDUC 3002 Pre-Student Teaching Field Experiences  
 II\*a  
 EDUC 3434 Teaching Strategies and Progress  
 Monitoring\*a  
 EDUC 4443 Classroom and Behavior Management\*a  
 ART 4773 Methods & Media in Teaching Art  
 EDUC 4000 Pre-Student Teaching Field Experiences III  
 EDUC 4919 Teaching Experiences in Major Program

**Program:** AVIATION MANAGEMENT  
**Major/Minor:** Aviation Management-Business  
**Degree:** Bachelor of Science (B.S.)

**Dept:** Aviation Sciences Institute  
**School:** John Massey School of Business  
**Major Code:** 002

**GENERAL EDUCATION ..... 44 Semester hours**

**Specified General Education Requirements**

COMM 2213 Business & Professional Speaking  
 ECON 2113 Principles of Macroeconomics  
 MATH 2143 Brief Calculus with Applications  
 PHYS 1114 General Physics I

Communications (9 Hours)

1. English (ENG 1113 and ENG 1213)
2. Speech Communication (COMM 2213)

Social and Behavioral Sciences (12 Hours)

1. Political Science (POSC 1513)
2. American History (HIST 1513 or 1523)
3. Social Science (ECON 2113)
4. Mental and Physical Health (KIN 1113 or PSY 1113)

Science and Mathematics (14 Hours)

1. Biological Sciences (BIOL 1114 or 1404)
2. Physical Sciences (PHYS 1114)
3. Mathematics (MATH 2143)
4. Computer Proficiency Requirement (BIM 1513 or CIS 1003)

Humanities (9 Hours)

1. Humanities, Philosophy, and Lit (ENG 2313, 3893; HUM 2113, 2223, 2313; or PHIL 2113, 2223)
2. Fine Arts (ART 1003, 1103, 2103, 3013, 3083; MUS 1113, 1123, 3133; THTR 1143, 1183, 2183, or 3183)
3. Foreign Language (CHTW 1513; FREN1113; GERM1113; SPAN1113, 1223; ASL 1113; NS 1213)

**MAJOR/MINOR REQUIREMENTS: Aviation Management ..... 55 Semester Hours**

**Core (25 semester hours)**

AVIA 1004 Private Ground  
 AVIA 2113 Aviation Management  
 AVIA 3113 Aviation Legal Problems  
 AVIA 3133 Aviation Administration  
 AVIA 3143 History of Aviation  
 AVIA 3173 Aviation Safety  
 AVIA 3293 Aviation Transportation  
 AVIA 4663 Contemporary Topics in Aviation

**Business (30 semester hours)**

ACCT 2103 Fundamentals of Financial Accounting  
 ACCT 2203 Fundamentals of Managerial Accounting  
 ENG 3903 Technical & Professional Writing  
 ECON 2213 Principles of Microeconomics  
 BUS 2633 Business Statistics  
 FIN 3113 Business Finance  
 MKT 3233 Principles of Marketing  
 BLAW 3123 Legal Environment of Business  
 MNGT 3113 Management and Organizational Behavior  
 MNGT 3533 Human Resource Management

**Program:** AVIATION MANAGEMENT  
**Major/Minor:** Aviation Management-Maintenance  
**Degree:** Bachelor of Science (B.S.)

**Dept:** Aviation Sciences Institute  
**School:** John Massey School of Business  
**Major Code:** 002

**GENERAL EDUCATION .....44 Semester Hours**

**Specified General Education Requirements**

COMM 2213 Business & Professional Speaking  
 ECON 2113 Principles of Macroeconomics  
 MATH 2143 Brief Calculus with Applications  
 PHYS 1114 General Physics I

Communications (9 Hours)

1. English (ENG 1113 and ENG 1213)
2. Speech Communication (COMM 2213)

Social and Behavioral Sciences (12 Hours)

1. Political Science (POSC 1513)
2. American History (HIST 1513 or 1523)
3. Social Science (ECON 2113)
4. Mental and Physical Health (KIN 1113 or PSY 1113)

Science and Mathematics (14 Hours)

1. Biological Sciences (BIOL 1114 or 1404)
2. Physical Sciences (PHYS 1114)
3. Mathematics (MATH 2143)
4. Computer Proficiency Requirement (BIM 1513 or CIS 1003)

Humanities (9 Hours)

1. Humanities, Philosophy, and Lit (ENG 2313, 3893; HUM 2113, 2223, 2313; or PHIL 2113, 2223)
2. Fine Arts (ART 1003, 1103, 2103, 3013, 3083; MUS 1113, 1123, 3133; THTR 1143, 1183, 2183, or 3183)
3. Foreign Language (CHTW 1513; FREN1113; GERM1113; SPAN1113, 1223; ASL 1113; NS 1213)

**MAJOR/MINOR REQUIREMENTS: Aviation Management ..... 55 Semester Hours**

**Core (25 semester hours)**

AVIA 1004 Private Ground  
 AVIA 2113 Aviation Management  
 AVIA 3113 Aviation Legal Problems  
 AVIA 3133 Aviation Administration  
 AVIA 3143 History of Aviation  
 AVIA 3173 Aviation Safety  
 AVIA 3293 Aviation Transportation  
 AVIA 4663 Contemporary Topics in Aviation

**Maintenance (30 semester hours)**

21 hours earned by transfer of Airframe and Powerplant classes or FAA classes and advanced standing:

AP 2112 Powerplant Electrical Fundamentals  
 AP 2152 Airframe and Powerplant Servicing and Inspection  
 AP 2182 Aircraft Technology  
 AP 2192 Aircraft Hydraulic Systems  
 AP 2212 Aircraft Electrical Systems  
 AP 2241 Powerplant Systems  
 AP 2272 Physics of Reciprocating Powerplants  
 AP 2302 Physics of Gas Turbine Powerplants  
 AP 2332 Fluid Mechanics and Fuel Scheduling  
 AP 2362 Application of Electrical and Electronic Principles  
 AP 2422 Special Slide Rule

Plus 9 hours of approved Business electives



**Program:** AVIATION MANAGEMENT  
**Major/Minor:** Aviation Management-Safety  
**Degree:** Bachelor of Science (B.S.)

**Dept:** Aviation Sciences Institute  
**School:** John Massey School of Business  
**Major Code:** 002

**GENERAL EDUCATION ..... 44 Semester hours**

**Specified General Education Requirements**

COMM 2213 Business & Professional Speaking  
 ECON 2113 Principles of Macroeconomics  
 MATH 2143 Brief Calculus with Applications  
 PHYS 1114 General Physics I

Communications (9 Hours)

1. English (ENG 1113 and ENG 1213)
2. Speech Communication (COMM 2213)

Social and Behavioral Sciences (12 Hours)

1. Political Science (POSC 1513)
2. American History (HIST 1513 or 1523)
3. Social Science (ECON 2113)
4. Mental and Physical Health (KIN 1113 or PSY 1113)

Science and Mathematics (14 Hours)

1. Biological Sciences (BIOL 1114 or 1404)
2. Physical Sciences (PHYS 1114)
3. Mathematics (MATH 2143)
4. Computer Proficiency Requirement (BIM 1513 or CIS 1003)

Humanities (9 Hours)

1. Humanities, Philosophy, and Lit (ENG 2313, 3893; HUM 2113, 2223, 2313; or PHIL 2113, 2223)
2. Fine Arts (ART 1003, 1103, 2103, 3013, 3083; MUS 1113, 1123, 3133; THTR 1143, 1183, 2183, or 3183)
3. Foreign Language (CHTW 1513; FREN1113; GERM1113; SPAN1113, 1223; ASL 1113; NS 1213)

**MAJOR/MINOR REQUIREMENTS: Aviation Management ..... 56 Semester Hours**

**Core (25 semester hours)**

AVIA 1004 Private Ground  
 AVIA 2113 Aviation Management  
 AVIA 3113 Aviation Legal Problems  
 AVIA 3133 Aviation Administration  
 AVIA 3143 History of Aviation  
 AVIA 3173 Aviation Safety  
 AVIA 3293 Aviation Transportation  
 AVIA 4663 Contemporary Topics in Aviation

**Safety (31 semester hours)**

SFTY 1313 Introduction to Occupational Safety and Health  
 SFTY 2003 Introduction to Fire Science  
 SFTY 4183 Hazardous Materials and Waste Management  
 SFTY 4003 Systems Approach to Hazard Control  
 SFTY 4143 Safety Program Management  
 SFTY 4154 Industrial Hygiene  
 SFTY 4163 Fundamentals of Safety Engineering and Human Factors

Plus 9 hours of approved upper level Business electives

**Program:** AVIATION MANAGEMENT  
**Major/Minor:** Aviation Management-Security  
**Degree:** Bachelor of Science (B.S.)

**Dept:** Aviation Sciences Institute  
**School:** John Massey School of Business  
**Major Code:** 002

**GENERAL EDUCATION ..... 44 Semester hours**

**Specified General Education Requirements**

COMM 2213 Business & Professional Speaking  
 ECON 2113 Principles of Macroeconomics  
 MATH 2143 Brief Calculus with Applications  
 PHYS 1114 General Physics I

Communications (9 Hours)

1. English (ENG 1113 and ENG 1213)
2. Speech Communication (COMM 2213)

Social and Behavioral Sciences (12 Hours)

1. Political Science (POSC 1513)
2. American History (HIST 1513 or 1523)
3. Social Science (ECON 2113)
4. Mental and Physical Health (KIN 1113 or PSY 1113)

Science and Mathematics (14 Hours)

1. Biological Sciences (BIOL 1114 or 1404)
2. Physical Sciences (PHYS 1114)
3. Mathematics (MATH 2143)
4. Computer Proficiency Requirement (BIM 1513 or CIS 1003)

Humanities (9 Hours)

1. Humanities, Philosophy, and Lit (ENG 2313, 3893; HUM 2113, 2223, 2313; or PHIL 2113, 2223)
2. Fine Arts (ART 1003, 1103, 2103, 3013, 3083; MUS 1113, 1123, 3133; THTR 1143, 1183, 2183, or 3183)
3. Foreign Language (CHTW 1513; FREN1113; GERM1113; SPAN1113, 1223; ASL 1113; NS 1213)

**MAJOR/MINOR REQUIREMENTS: Aviation Management ..... 55 Semester Hours**

**Core (25 semester hours)**

AVIA 1004 Private Ground  
 AVIA 2113 Aviation Management  
 AVIA 3113 Aviation Legal Problems  
 AVIA 3133 Aviation Administration  
 AVIA 3143 History of Aviation  
 AVIA 3173 Aviation Safety  
 AVIA 3293 Aviation Transportation  
 AVIA 4663 Contemporary Topics in Aviation

**Security (30 semester hours)**

CJ 2533 Introduction to Criminal Justice  
 CJ 3113 Policing in the U.S.  
 CJ 3323 Criminal Investigation and Forensics  
 CJ 3333 Administration of Criminal Justice  
 CJ 3433 Criminal Law & Procedures  
 CJ 4253 Contemporary Issues in Policing  
 SOC 4333 Criminology

Plus 9 hours of approved upper level Business electives

**Program:** AVIATION MANAGEMENT  
**Major/Minor:** Aviation Management-Production & Operations  
**Degree:** Bachelor of Science (B.S.)

**Dept:** Aviation Sciences Institute  
**School:** John Massey School of Business  
**Major Code:** 002

**GENERAL EDUCATION ..... 44 Semester hours**

**Specified General Education Requirements**

COMM 2213 Business & Professional Speaking  
 ECON 2113 Principles of Macroeconomics  
 MATH 2143 Brief Calculus with Applications  
 PHYS 1114 General Physics I

Communications (9 Hours)

1. English (ENG 1113 and ENG 1213)
2. Speech Communication (COMM 2213)

Social and Behavioral Sciences (12 Hours)

1. Political Science (POSC 1513)
2. American History (HIST 1513 or 1523)
3. Social Science (ECON 2113)
4. Mental and Physical Health (KIN 1113 or PSY 1113)

Science and Mathematics (14 Hours)

1. Biological Sciences (BIOL 1114 or 1404)
2. Physical Sciences (PHYS 1114)
3. Mathematics (MATH 2143)
4. Computer Proficiency Requirement (BIM 1513 or CIS 1003)

Humanities (9 Hours)

1. Humanities, Philosophy, and Lit (ENG 2313, 3893; HUM 2113, 2223, 2313; or PHIL 2113, 2223)
2. Fine Arts (ART 1003, 1103, 2103, 3013, 3083; MUS 1113, 1123, 3133; THTR 1143, 1183, 2183, or 3183)
3. Foreign Language (CHTW 1513; FREN1113; GERM1113; SPAN1113, 1223; ASL 1113; NS 1213)

**MAJOR/MINOR REQUIREMENTS: Aviation Management ..... 61 Semester Hours**

**Core (25 semester hours)**

AVIA 1004 Private Ground  
 AVIA 2113 Aviation Management  
 AVIA 3113 Aviation Legal Problems  
 AVIA 3133 Aviation Administration  
 AVIA 3143 History of Aviation  
 AVIA 3173 Aviation Safety  
 AVIA 3293 Aviation Transportation  
 AVIA 4663 Contemporary Topics in Aviation

**Production and Operations (36 semester hours)**

ACCT 2103 Fundamentals of Financial Accounting  
 ACCT 2203 Fundamentals of Managerial Accounting  
 ECON 2213 Principles of Microeconomics  
 BUS 2633 Business Statistics  
 FIN 3113 Business Finance  
 MKT 3233 Principles of Marketing  
 MNGT 3113 Management & Organizational Behavior  
 MNGT 3243 Production and Operations Management  
 MNGT 4243 Quality Management  
 MNGT 4353 Management Science  
 MNGT 4543 Purchasing & Materials Management

Choose one of the following courses:

AVIA 4613 Aviation Management Internship  
 MNGT 3443 Supervisory Management  
 MKT 4453 Marketing Logistics and Supply Chain Mngt

**Program:** AVIATION  
**Major/Minor:** Professional Pilot  
**Degree:** Bachelor of Science (B.S.)

**Dept:** Aviation Sciences Institute  
**School:** John Massey School of Business  
**Major Code:** 005

**GENERAL EDUCATION ..... 44 Semester hours**

**Specified General Education Requirements**

COMM 2213 Business & Professional Speaking  
 MATH 2143 Brief Calculus with Applications  
 PHYS 1114 General Physics I

Communications (9 Hours)

1. English (ENG 1113 and ENG 1213)
2. Speech Communication (COMM 2213)

Social and Behavioral Sciences (12 Hours)

1. Political Science (POSC 1513)
2. American History (HIST 1513 or 1523)
3. Social Science (ECON 2113, GEOG 2723, HIST 3513, or SOC 1113)
4. Mental and Physical Health (KIN 1113 or PSY 1113)

Science and Mathematics (14 Hours)

1. Biological Sciences (BIOL 1114 or 1404)
2. Physical Sciences (PHYS 1114)
3. Mathematics (MATH 2143)
4. Computer Proficiency Requirement (BIM 1513 or CIS 1003)

Humanities (9 Hours)

1. Humanities, Philosophy, and Lit (ENG 2313, 3893; HUM 2113, 2223, 2313; or PHIL 2113, 2223)
2. Fine Arts (ART 1003, 1103, 2103, 3013, 3083; MUS 1113, 1123, 3133; THTR 1143, 1183, 2183, or 3183)
3. Foreign Language (CHTW 1513; FREN1113; GERM1113; SPAN1113, 1223; ASL 1113; NS 1213)

**MAJOR/MINOR REQUIREMENTS: Professional Pilot ..... 64 Semester Hours**

**Core (29 semester hours)**

AVIA 3003 Aviation Meteorology  
 AVIA 3023 Air Traffic Control  
 AVIA 3113 Aviation Legal Problems  
 AVIA 3173 Aviation Safety  
 AVIA 3233 Advanced Aircraft Systems  
 AVIA 3334 Advanced Aerodynamics  
 AVIA 4643 Physiology  
 AVIA 4663 Contemporary Topics in Aviation  
 AVIA 4674 Crew Resource Management

**Professional Pilot (35 semester hours)**

AVIA 1004 Primary Ground Instruction  
 AVIA 1041 Private Flying  
 AVIA 2083 Commercial Performance & Regulations  
 AVIA 3123 Commercial Operations  
 AVIA 3152 Fundamentals of Flight Instruction  
 AVIA 3163 Intermediate Aircraft Maneuvers and  
 Navigation  
 AVIA 3284 Instrument Ground Instruction  
 AVIA 3322 Advanced Aircraft and Instrument Flying  
 AVIA 3202 Flight Instructor Ground Instruction  
 AVIA 3241 Flight Instructor Flying  
 AVIA 3362 Instrument Flight Instructor Ground  
 Instruction  
 AVIA 3401 Instrument Flight Instructor Flying  
 AVIA 3451 Introduction to Advanced Technology Aircraft  
 AVIA 3503 Integration of Flight Mngt Technology &  
 Commercial Ops  
 AVIA 4562 Multiengine Ground Instruction  
 AVIA 4601 Multiengine Flying

**Program:** **BIOLOGY**  
**Major:** Biological Health Sciences  
**Degree:** Bachelor of Sciences (B.S.)

**Dept:** Biological Sciences  
**School:** Arts and Sciences  
**Major Code:** 006

**GENERAL EDUCATION ..... 44 Semester hours**

**Specified General Education Requirements**

\*BIOL 1404 Principles of Biology I

\*CHEM 1315 General Chemistry I

\*Must be passed with a grade of C or higher for a student to be allowed to take further major courses in Biology

Communications (9 Hours)110

1. English (ENG 1113 and ENG 1213)

2. Speech Communication (COMM 1233 or 2213)

Social and Behavioral Sciences (12 Hours)

1. Political Science (POSC 1513)

2. American History (HIST 1513 or 1523)

3. Social Science (ECON 2113, GEOG 2723, HIST 3513, or SOC 1113)

4. Mental and Physical Health (KIN 1113 or PSY 1113)

Science and Mathematics (14 Hours)

1. Biological Sciences (BIOL 1404)

2. Physical Sciences (CHEM 1315)

3. Mathematics (MATH 1303, 1513, 1543, 1613, 2013, 2113, 2143, 2215, or 2283)

4. Computer Proficiency Requirement (BIM 1513 or CIS 1003)

Humanities (9 Hours)

1. Humanities, Philosophy, and Lit (ENG 2313, 3893; HUM 2113, 2223, 2313; or PHIL 2113, 2223)

2. Fine Arts (ART 1003, 1103, 2103, 3013, 3083; MUS 1113, 1123, 3133; THTR 1143, 1183, 2183, or 3183)

3. Foreign Language (CHTW 1513; FREN1113; GERM1113; SPAN1113, 1223; ASL 1113; NS 1213)

**MAJOR REQUIREMENTS: Biology ..... 40 Semester Hours**

**Core (13 semester hours)**

BIOL 3404 Genetics

BIOL 3414 Ecology

BIOL 3814 Cell and Molecular Biology

BIOL 4981 Senior Seminar

**Biological Health Sciences (16 semester hours)**

BIOL 1504 Principles of Biology II

BIOL 2114 Introductory Microbiology

BIOL 3614 Human Physiology

BIOL 3624 Human Anatomy

\*\*Electives in Biological Sciences (BIOL, BOT, CONS, and/or ZOOL) to complete the 40 semester hours

**Required Program Support Courses:**

CHEM 1415 General Chemistry II

One of the following:

STAT 2153 Statistical Methods

Three to five hours of mathematics above MATH 1543 with approval of advisor.

\*\*excluding BIOL 1143 Medical Terminology and BIOL 1133 Basic Nutrition

**NOTE:** Major must include 20 semester hours of upper-division courses.

**NOTE:** For students planning to attend a graduate or health professional school, the following additional courses are highly recommended:

CHEM 3053 Organic Chemistry I

CHEM 3062 Organic Chemistry I Laboratory

CHEM 3153 Organic Chemistry II

CHEM 3162 Organic Chemistry II Laboratory

CHEM 4115 Biochemistry I

PHYS 1114 General Physics I

PHYS 1214 General Physics II

MATH 2215 Calculus I

MATH 2315 Calculus II

Students should contact the graduate or health professional schools to which they plan to apply for specific requirements.

**Program:** BIOLOGY  
**Major:** Botany  
**Degree:** Bachelor of Sciences (B.S.)

**Dept:** Biological Sciences  
**School:** Arts and Sciences  
**Major Code:** 006

**GENERAL EDUCATION ..... 44 Semester hours**

**Specified General Education Requirements**

\*BIOL 1404 Principles of Biology I

\*CHEM 1315 General Chemistry I

\*Must be passed with a grade of C or higher for a student to be allowed to take further major courses in Biology

Communications (9 Hours)

1. English (ENG 1113 and ENG 1213)
2. Speech Communication (COMM 1233 or 2213)

Social and Behavioral Sciences (12 Hours)

1. Political Science (POSC 1513)
2. American History (HIST 1513 or 1523)
3. Social Science (ECON 2113, GEOG 2723, HIST 3513, or SOC 1113)
4. Mental and Physical Health (KIN 1113 or PSY 1113)

Science and Mathematics (14 Hours)

1. Biological Sciences (BIOL 1404)
2. Physical Sciences (CHEM 1315)
3. Mathematics (MATH 1303, 1513, 1543, 1613, 2013, 2113, 2143, 2215, or 2283)
4. Computer Proficiency Requirement (BIM 1513 or CIS 1003)

Humanities (9 Hours)

1. Humanities, Philosophy, and Lit (ENG 2313, 3893; HUM 2113, 2223, 2313; or PHIL 2113, 2223)
2. Fine Arts (ART 1003, 1103, 2103, 3013, 3083; MUS 1113, 1123, 3133; THTR 1143, 1183, 2183, or 3183)
3. Foreign Language (CHTW 1513; FREN1113; GERM1113; SPAN1113, 1223; ASL 1113; NS 1213)

**MAJOR REQUIREMENTS: Biology ..... 40 Semester Hours**

**Core (13 semester hours)**

BIOL 3404 Genetics  
 BIOL 3414 Ecology  
 BIOL 3814 Cell and Molecular Biology  
 BIOL 4981 Senior Seminar

**Botany (15 semester hours)**

BIOL 4303 Evolution  
 BOT 2114 General Botany  
 BOT 4214 Systematic Botany  
 ZOO 2114 General Zoology  
 \*\*Electives in Biological Sciences (BIOL, BOT, CONS, and/or ZOO) to complete the 40 semester hours

**Required Program Support Courses:**

CHEM 1415 General Chemistry II  
 One of the following:  
 STAT 2153 Statistical Methods  
 Three to five hours of mathematics above MATH 1543 with approval of advisor.

\*\*excluding BIOL 1143 Medical Terminology and BIOL 1133 Basic Nutrition

**NOTE:** Major must include 20 semester hours of upper-division courses.

**NOTE:** For students planning to attend a graduate or health professional school, the following additional courses are highly recommended:

CHEM 3053 Organic Chemistry I  
 CHEM 3062 Organic Chemistry I Laboratory  
 CHEM 3153 Organic Chemistry II  
 CHEM 3162 Organic Chemistry II Laboratory  
 CHEM 4115 Biochemistry I  
 PHYS 1114 General Physics I  
 PHYS 1214 General Physics II  
 MATH 2215 Calculus I  
 MATH 2315 Calculus II

Students should contact the graduate or health professional schools to which they plan to apply for specific requirements.

**Program:** **BIOLOGY**  
**Major:** Zoology  
**Degree:** Bachelor of Sciences (B.S.)

**Dept:** Biological Sciences  
**School:** Arts and Sciences  
**Major Code:** 006

**GENERAL EDUCATION ..... 44 Semester hours**

**Specified General Education Requirements**

\*BIOL 1404 Principles of Biology I

\*CHEM 1315 General Chemistry I

\*Must be passed with a grade of C or higher for a student to be allowed to take further major courses in Biology

Communications (9 Hours)

1. English (ENG 1113 and ENG 1213)
2. Speech Communication (COMM 1233 or 2213)

Social and Behavioral Sciences (12 Hours)

1. Political Science (POSC 1513)
2. American History (HIST 1513 or 1523)
3. Social Science (ECON 2113, GEOG 2723, HIST 3513, or SOC 1113)
4. Mental and Physical Health (KIN 1113 or PSY 1113)

Science and Mathematics (14 Hours)

1. Biological Sciences (BIOL 1404)
2. Physical Sciences (CHEM 1315)
3. Mathematics (MATH 1303, 1513, 1543, 1613, 2013, 2113, 2143, 2215, or 2283)
4. Computer Proficiency Requirement (BIM 1513 or CIS 1003)

Humanities (9 Hours)

1. Humanities, Philosophy, and Lit (ENG 2313, 3893; HUM 2113, 2223, 2313; or PHIL 2113, 2223)
2. Fine Arts (ART 1003, 1103, 2103, 3013, 3083; MUS 1113, 1123, 3133; THTR 1143, 1183, 2183, or 3183)
3. Foreign Language (CHTW 1513; FREN1113; GERM1113; SPAN1113, 1223; ASL 1113; NS 1213)

**MAJOR REQUIREMENTS: Biology ..... 40 Semester Hours**

**Core (13 semester hours)**

BIOL 3404 Genetics  
 BIOL 3414 Ecology  
 BIOL 3814 Cell and Molecular Biology  
 BIOL 4981 Senior Seminar

\*\*excluding BIOL 1143 Medical Terminology and BIOL 1133 Basic Nutrition

**NOTE:** Major must include 20 semester hours of upper-division courses.

**Zoology (15 semester hours)**

BIOL 4303 Evolution  
 BOT 2114 General Botany  
 BIOL 3614 Human Physiology  
 ZOOL 2114 General Zoology

**NOTE:** For students planning to attend a graduate or health professional school, the following additional courses are highly recommended:

Two of the following:

ZOOL 4334 Ichthyology  
 ZOOL 4524 Herpetology  
 ZOOL 4534 Ornithology  
 ZOOL 4634 Mammalogy

CHEM 3053 Organic Chemistry I  
 CHEM 3062 Organic Chemistry I Laboratory  
 CHEM 3153 Organic Chemistry II  
 CHEM 3162 Organic Chemistry II Laboratory  
 CHEM 4115 Biochemistry I  
 PHYS 1114 General Physics I  
 PHYS 1214 General Physics II  
 MATH 2215 Calculus I  
 MATH 2315 Calculus II

\*\*Electives in Biological Sciences (BIOL, BOT, CONS, and/or ZOOL) to complete the 40 semester hours

**Required Program Support Courses:**

CHEM 1415 General Chemistry II

One of the following:

STAT 2153 Statistical Methods

Three to five hours of mathematics above MATH 1543 with approval of advisor.

Students should contact the graduate or health professional schools to which they plan to apply for specific requirements.

**Program:** CHEMISTRY  
**Major:** Chemistry  
**Degree:** Bachelor of Sciences (B.S.)

**Dept:** Chemistry, Computer and Physical Sciences  
**School:** Arts and Sciences  
**Major Code:** 010

**GENERAL EDUCATION ..... 44 Semester hours**

**Specified General Education Requirements**

CHEM 1315 General Chemistry I  
 MATH 2215 Calculus I or MATH 2143 Brief Calculus with Applications

Communications (9 Hours)

1. English (ENG 1113 and ENG 1213)
2. Speech Communication (COMM 1233 or 2213)

Social and Behavioral Sciences (12 Hours)

1. Political Science (POSC 1513)
2. American History (HIST 1513 or 1523)
3. Social Science (ECON 2113, GEOG 2723, HIST 3513, or SOC 1113)
4. Mental and Physical Health (KIN 1113 or PSY 1113)

Science and Mathematics (14 Hours)

1. Biological Sciences (BIOL 1114 or 1404)
2. Physical Sciences (CHEM 1315)
3. Mathematics (MATH 2143 or 2215)
4. Computer Proficiency Requirement (BIM 1513 or CIS 1003)

Humanities (9 Hours)

1. Humanities, Philosophy, and Lit (ENG 2313, 3893; HUM 2113, 2223, 2313; or PHIL 2113, 2223)
2. Fine Arts (ART 1003, 1103, 2103, 3013, 3083; MUS 1113, 1123, 3133; THTR 1143, 1183, 2183, or 3183)
3. Foreign Language (CHTW 1513; FREN1113; GERM1113; SPAN1113, 1223; ASL 1113; NS 1213)

**MAJOR REQUIREMENTS: Chemistry ..... 40 Semester Hours**

**Core Courses (15 semester hours)**

CHEM 1415 General Chemistry II  
 CHEM 3053 Organic Chemistry I  
 CHEM 3062 Organic Chemistry I Laboratory  
 CHEM 3425 Chemical Analysis

**Major (25 semester hours)**

CHEM 2113 Inorganic Chemistry I  
 CHEM 4951 Senior Seminar  
 Twenty-one elective hours of chemistry  
 (CHEM 4314 may not be used as an elective in the major)



**Program:** CHEMISTRY  
**Major/Minor:** Professional Chemist  
**Degree:** Bachelor of Sciences (B.S.)

**Dept:** Chemistry, Computer and Physical Sciences  
**School:** Arts and Sciences  
**Major Code:** 010

**GENERAL EDUCATION ..... 44 Semester hours**

**Specified General Education Requirements**

CHEM 1315 General Chemistry I  
 MATH 2215 Calculus I or MATH 2143 Brief Calculus with Applications

Communications (9 Hours)

1. English (ENG 1113 and ENG 1213)
2. Speech Communication (COMM 1233 or 2213)

Social and Behavioral Sciences (12 Hours)

1. Political Science (POSC 1513)
2. American History (HIST 1513 or 1523)
3. Social Science (ECON 2113, GEOG 2723, HIST 3513, or SOC 1113)
4. Mental and Physical Health (KIN 1113 or PSY 1113)

Science and Mathematics (14 Hours)

1. Biological Sciences (BIOL 1114 or 1404)
2. Physical Sciences (CHEM 1315)
3. Mathematics (MATH 2143 or 2215)
4. Computer Proficiency Requirement (BIM 1513 or CIS 1003)

Humanities (9 Hours)

1. Humanities, Philosophy, and Lit (ENG 2313, 3893; HUM 2113, 2223, 2313; or PHIL 2113, 2223)
2. Fine Arts (ART 1003, 1103, 2103, 3013, 3083; MUS 1113, 1123, 3133; THTR 1143, 1183, 2183, or 3183)
3. Foreign Language (CHTW 1513; FREN1113; GERM1113; SPAN1113, 1223; ASL 1113; NS 1213)

**MAJOR/MINOR REQUIREMENTS: Chemistry ..... 60 Semester Hours**

**Core Courses (15 semester hours)**

CHEM 1415 General Chemistry II  
 CHEM 3053 Organic Chemistry I  
 CHEM 3062 Organic Chemistry I Laboratory  
 CHEM 3425 Chemical Analysis

**Professional Chemist (45 semester hours)**

Chemistry Component  
 CHEM 2113 Inorganic Chemistry I  
 CHEM 3153 Organic Chemistry II  
 CHEM 3162 Organic Chemistry II Laboratory  
 CHEM 3525 Instrumental Analysis  
 CHEM 4333 Inorganic Chemistry II  
 CHEM 4115 Biochemistry I  
 CHEM 4553 Physical Chemistry I  
 CHEM 4662 Physical Chemistry I Laboratory  
 CHEM 4990 Research (2 hours)  
 CHEM 4951 Senior Seminar

Other Requirements

PHYS 1114 General Physics I  
 MATH 2315 Calculus II

Elective Courses (minimum of 7 hours,  
 4 hours must be upper division)

CHEM 4055 Advanced Organic Chemistry  
 CHEM 4124 Molecular Genetics  
 CHEM 4193 Biochemistry II  
 CHEM 4213 Advanced Analytical  
 CHEM 4562 Advanced Laboratory  
 CHEM 4653 Physical Chemistry II  
 PHYS 1214 General Physics II  
 CHEM 3612 Radioactivity and Nuclear Measurement  
 MATH 3113 Multivariate Calculus  
 MATH 3213 Differential Equations  
 MATH 4133 Linear Algebra  
 or approved Chemistry electives

**Program:** CHEMISTRY  
**Major/Minor:** Biochemical Technology  
**Degree:** Bachelor of Sciences (B.S.)

**Dept:** Chemistry, Computer and Physical Sciences  
**School:** Arts and Sciences  
**Major Code:** 010

**GENERAL EDUCATION ..... 44 Semester hours**

**Specified General Education Requirements**

BIOL 1404 Principles of Biology I  
 CHEM 1315 General Chemistry I  
 MATH 2215 Calculus I or MATH 2143 Brief Calculus with Applications

Communications (9 Hours)

1. English (ENG 1113 and ENG 1213)
2. Speech Communication (COMM 1233 or 2213)

Social and Behavioral Sciences (12 Hours)

1. Political Science (POSC 1513)
2. American History (HIST 1513 or 1523)
3. Social Science (ECON 2113, GEOG 2723, HIST 3513, or SOC 1113)
4. Mental and Physical Health (KIN 1113 or PSY 1113)

Science and Mathematics (14 Hours)

1. Biological Sciences (BIOL 1404)
2. Physical Sciences (CHEM 1315)
3. Mathematics (MATH 2143 or 2215)
4. Computer Proficiency Requirement (BIM 1513 or CIS 1003)

Humanities (9 Hours)

1. Humanities, Philosophy, and Lit (ENG 2313, 3893; HUM 2113, 2223, 2313; or PHIL 2113, 2223)
2. Fine Arts (ART 1003, 1103, 2103, 3013, 3083; MUS 1113, 1123, 3133; THTR 1143, 1183, 2183, or 3183)
3. Foreign Language (CHTW 1513; FREN1113; GERM1113; SPAN1113, 1223; ASL 1113; NS 1213)

**MAJOR/MINOR REQUIREMENTS: Chemistry ..... 58 Semester Hours**

**Core Courses (15 semester hours)**

CHEM 1415 General Chemistry II  
 CHEM 3053 Organic Chemistry I  
 CHEM 3062 Organic Chemistry I Laboratory  
 CHEM 3425 Chemical Analysis

**Biochemical Technology (43 semester hours)**

Chemistry Component  
 Chemistry Core (15 semester hours)  
 CHEM 4115 Biochemistry I  
 CHEM 4124 Molecular Genetics  
 CHEM 4193 Biochemistry II  
 CHEM 4990 Research (4 hours)  
 CHEM 4951 Senior Seminar

Biology Component

BIOL 1504 Principles of Biology II  
 BIOL 2114 Introductory Microbiology  
 BIOL 3404 Genetics  
 BIOL 3814 Cell and Molecular Biology

Elective Courses (minimum of 10 hours,  
 5 hours must be upper division)

CHEM 2113 Inorganic Chemistry I  
 CHEM 3525 Instrumental Analysis  
 CHEM 3153 Organic Chemistry II  
 CHEM 3162 Organic Chemistry II Laboratory  
 CHEM 4314 Immunology or approved Chemistry  
 electives

**Program:** CHEMISTRY  
**Double Major:** Medical Sciences  
**Degree:** Bachelor of Sciences (B.S.)

**Dept:** Chemistry, Computer and Physical Sciences  
**School:** Arts and Sciences  
**Major Code:** 010

**GENERAL EDUCATION ..... 44 Semester hours**

**Specified General Education Requirements**

PSY 1113 Introduction to Psychology  
 BIOL 1404 Principles of Biology I  
 PHYS 1114 General Physics

Communications (9 Hours)

1. English (ENG 1113 and ENG 1213)
2. Speech Communication (COMM 1233 or 2213)

Social and Behavioral Sciences (12 Hours)

1. Political Science (POSC 1513)
2. American History (HIST 1513 or 1523)
3. Social Science (ECON 2113, GEOG 2723, HIST 3513, or SOC 1113)
4. Mental and Physical Health (PSY 1113)

Science and Mathematics (14 Hours)

1. Biological Sciences (BIOL 1404)
2. Physical Sciences (PHYS 1114)
3. Mathematics (MATH 1303, 1513, 1543, 1613, 2013, 2113, 2143, 2215, or 2283)
4. Computer Proficiency Requirement (BIM 1513 or CIS 1003)

Humanities (9 Hours)

1. Humanities, Philosophy, and Lit (ENG 2313, 3893; HUM 2113, 2223, 2313; or PHIL 2113, 2223)
2. Fine Arts (ART 1003, 1103, 2103, 3013, 3083; MUS 1113, 1123, 3133; THTR 1143, 1183, 2183, or 3183)
3. Foreign Language (CHTW 1513; FREN1113; GERM1113; SPAN1113, 1223; ASL 1113; NS 1213)

**DOUBLE MAJOR REQUIREMENTS: Chemistry ..... 76 Semester Hours**

**Core Courses (15 semester hours)**

CHEM 1415 General Chemistry II  
 CHEM 3053 Organic Chemistry I  
 CHEM 3062 Organic Chemistry I Laboratory  
 CHEM 3425 Chemical Analysis

CHEM 4951/BIOL 4981 Senior Seminar is required and may be counted in the 76 total hours.

**NOTE:** All interdisciplinary double majors will be required to take six hours of mathematics (approved by the advisor) within their first twenty hours of chemistry.

The double major program is just one component of a baccalaureate degree. For other degree requirements see pages 66-71.

**Medical Sciences Interdisciplinary**

**Double Major (61 semester hours)**

(meets Double Major requirement)

Chemistry Component (23 semester hours):

CHEM 1315 General Chemistry I  
 CHEM 3153 Organic Chemistry II  
 CHEM 3162 Organic Chemistry II Laboratory  
 CHEM 4115 Biochemistry I

Eight hours of elective Chemistry (CHEM)

Biology Component (38 semester hours):

BIOL 1404 Principles of Biology I  
 BIOL 1504 Principles of Biology II  
 BIOL 2114 Introductory Microbiology  
 BIOL 3404 Genetics  
 BIOL 3814 Cell and Molecular Biology  
 BIOL 3614 Human Physiology  
 BIOL 3624 Human Anatomy

Ten hours of elective Biological Sciences (BIOL, BOT, CONS, and/or ZOOL)

Additional Support Courses:

BIOL/CHEM 4193 Biochemistry II/Metabolism and  
 BIOL/CHEM 4314 Immunology are required as either  
 chemistry or biology electives.

**Program:** COMMUNICATION  
**Major:** Media Studies  
**Degree:** Bachelor of Arts (B.A.)

**Dept:** Art. Communication and Theatre  
**School:** Arts and Sciences  
**Major Code:** 049

**GENERAL EDUCATION ..... 44 Semester hours**

**Communications (9 Hours)**

1. English (ENG 1113 and ENG 1213)
2. Speech Communication (COMM 1233 or 2213)

**Social and Behavioral Sciences (12 Hours)**

1. Political Science (POSC 1513)
2. American History (HIST 1513 or 1523)
3. Social Science (ECON 2113, GEOG 2723, HIST 3513, or SOC 1113)
4. Mental and Physical Health (KIN 1113 or PSY 1113)

**Science and Mathematics (14 Hours)**

1. Biological Sciences (BIOL 1114 or 1404)
2. Physical Sciences (CHEM 1004, 1114, 1315; PHYS 1114, 2015; PSCI 1114, 1214, or 1414)
3. Mathematics (MATH 1303, 1513, 1543, 1613, 2013, 2113, 2143, 2215, or 2283)
4. Computer Proficiency Requirement (BIM 1513 or CIS 1003)

**Humanities (9 Hours)**

1. Humanities, Philosophy, and Lit (ENG 2313, 3893; HUM 2113, 2223, 2313; or PHIL 2113, 2223)
2. Fine Arts (ART 1003, 1103, 2103, 3013, 3083; MUS 1113, 1123, 3133; THTR 1143, 1183, 2183, or 3183)
3. Foreign Language (CHTW 1513; FREN1113; GERM1113; SPAN1113, 1223; ASL 1113; NS 1213)

**MAJOR REQUIREMENTS: Communication ..... 42 Semester Hours**

**Core Courses (9 semester hours)**

COMM 1013 Survey of Communication  
 COMM 2253 Media and Society  
 COMM 3113 Communication Theory and Research

**Media Studies (30-33 semester hours)**

Requires Media Studies Core and an Emphasis Area:

**Media Studies Core (15 semester hours)**

COMM 2113 Writing for Mass Communication  
 COMM 4853 First Amendment Studies

**Media Production (9 hours, Advisor's recommendation)**

COMM 1153 Desktop Presentations  
 COMM 2573 Audio Production  
 COMM 4970 Special Studies  
 ART 2633 Web Page Design I

**Advertising/Public Relations**

**Emphasis (349) 18 semester hours**

**Required Courses**

COMM 2223 Multimedia Journalism  
 COMM 2583 Principles of Public Relations and Advertising  
 COMM 3773 Advertising Copywriting and Design  
 COMM 3893 Communication Campaigns and Case Studies

**Social Influence (3 hours, Advisor's recommendation)**

COMM 3463 Theories of Persuasion  
 COMM 3543 Argument and Advocacy  
 COMM 4333 Risk and Crisis  
 COMM 4443 Communication Criticism  
 COMM 4893 Advertising Sales

Communications Contexts (3 hours, Advisor's recommendation)

COMM 3273 Health Communication  
 COMM 3313 Great Speeches of the Twentieth Century  
 COMM 3453 Political Communication  
 COMM 3883 Organizational Communication  
 COMM 4343 Communication Training and Development  
 COMM 4970 Special Studies – to be determined by instructor  
 COMM 4940 Communication Internship

**Broadcasting Emphasis (351) 15 semester hours**

COMM 2573 Audio Production  
 COMM 3573 Video Production  
 Nine elective hours at the broadcast advisor's recommendation.  
 A minimum of two semesters as either a paid staff member or a volunteer at the campus radio station.

**Journalism Emphasis (350) 15 semester hours**

COMM 2223 Multimedia Journalism  
 COMM 3223 Editing in Print Media  
 COMM 3283 Visual Communication  
 Six elective hours at the print advisor's recommendation.  
 A minimum of two semesters as a staff member on the newspaper and/or yearbook.

**Program:** COMMUNICATION  
**Major:** Organizational and Strategic Comm  
**Degree:** Bachelor of Arts (B.A.)

**Dept:** Art. Communication and Theatre  
**School:** Arts and Sciences  
**Major Code:** 049

**GENERAL EDUCATION ..... 44 Semester hours**

**Communications (9 Hours)**

1. English (ENG 1113 and ENG 1213)
2. Speech Communication (COMM 1233 or 2213)

**Social and Behavioral Sciences (12 Hours)**

1. Political Science (POSC 1513)
2. American History (HIST 1513 or 1523)
3. Social Science (ECON 2113, GEOG 2723, HIST 3513, or SOC 1113)
4. Mental and Physical Health (KIN 1113 or PSY 1113)

**Science and Mathematics (14 Hours)**

1. Biological Sciences (BIOL 1114 or 1404)
2. Physical Sciences (CHEM 1004, 1114, 1315; PHYS 1114, 2015; PSCI 1114, 1214, or 1414)
3. Mathematics (MATH 1303, 1513, 1543, 1613, 2013, 2113, 2143, 2215, or 2283)
4. Computer Proficiency Requirement (BIM 1513 or CIS 1003)

**Humanities (9 Hours)**

1. Humanities, Philosophy, and Lit (ENG 2313, 3893; HUM 2113, 2223, 2313; or PHIL 2113, 2223)
2. Fine Arts (ART 1003, 1103, 2103, 3013, 3083; MUS 1113, 1123, 3133; THTR 1143, 1183, 2183, or 3183)
3. Foreign Language (CHTW 1513; FREN1113; GERM1113; SPAN1113, 1223; ASL 1113; NS 1213)

**MAJOR REQUIREMENTS: Communication ..... 40 Semester Hours**

**Core Courses (9 semester hours)**

COMM 1013 Survey of Communication  
 COMM 2253 Media and Society  
 COMM 3113 Communication Theory and Research

**Organizational and Strategic  
 Communication (31 semester hours)**

**Organizational and Strategic Communication Core  
 (12 hours)**

**Required Organizational Courses (6 hours)**

COMM 1233 Interpersonal Communication  
 COMM 3883 Organizational Communication

Choose 7-9 hours

COMM 3273 Health Communication  
 COMM 3323 Group Discussion  
 COMM 3333 Conflict Management  
 COMM 4343 Communication Training and Development  
 COMM 4433 Intercultural Communication  
 COMM 4970 Special Studies – to be determined by  
 instructor

**Required Strategic Courses (6 hours)**

COMM 3453 Political Communication  
 COMM 3543 Argument and Advocacy

Choose 9 hours

COMM 2563 Communication and Leadership  
 COMM 3313 Great Speeches of the 20th Century  
 COMM 3463 Theories of Persuasion  
 COMM 4333 Risk and Crisis Communication  
 COMM 4443 Communication Criticism  
 COMM 4853 First Amendment Studies

**All Students 1-3 hours**

COMM 4940 Communication Internship

**Program:** COMMUNICATION  
**Major:** Leadership  
**Degree:** Bachelor of Arts (B.A.)

**Dept:** Art. Communication and Theatre  
**School:** Arts and Sciences  
**Major Code:** 049

**GENERAL EDUCATION ..... 44 Semester hours**

**Communications (9 Hours)**

1. English (ENG 1113 and ENG 1213)
2. Speech Communication (COMM 1233 or 2213)

**Social and Behavioral Sciences (12 Hours)**

1. Political Science (POSC 1513)
2. American History (HIST 1513 or 1523)
3. Social Science (ECON 2113, GEOG 2723, HIST 3513, or SOC 1113)
4. Mental and Physical Health (KIN 1113 or PSY 1113)

**Science and Mathematics (14 Hours)**

1. Biological Sciences (BIOL 1114 or 1404)
2. Physical Sciences (CHEM 1004, 1114, 1315; PHYS 1114, 2015; PSCI 1114, 1214, or 1414)
3. Mathematics (MATH 1303, 1513, 1543, 1613, 2013, 2113, 2143, 2215, or 2283)
4. Computer Proficiency Requirement (BIM 1513 or CIS 1003)

**Humanities (9 Hours)**

1. Humanities, Philosophy, and Lit (ENG 2313, 3893; HUM 2113, 2223, 2313; or PHIL 2113, 2223)
2. Fine Arts (ART 1003, 1103, 2103, 3013, 3083; MUS 1113, 1123, 3133; THTR 1143, 1183, 2183, or 3183)
3. Foreign Language (CHTW 1513; FREN1113; GERM1113; SPAN1113, 1223; ASL 1113; NS 1213)

**MAJOR REQUIREMENTS: Communication ..... 39 Semester Hours**

**Core Courses (9 semester hours)**

COMM 1013 Survey of Communication  
 COMM 2253 Media and Society  
 COMM 3113 Communication Theory and Research

**Leadership (30 semester hours)**

LEAD 1113 Fundamentals of Leadership  
 LEAD 1123 Communication in Leadership  
 LEAD 1133 Leadership Performance  
 LEAD 1143 Introduction to Resource Management  
 LEAD 2103 Foundations of Leadership  
 LEAD 2123 Managing Conflict  
 LEAD 2133 Cultural Communication  
 LEAD 2143 Fundamentals of Performance Management  
 LEAD 2153 Organizational Planning  
 LEAD 3143 Transformational Leadership  
 LEAD 3153 Performance-Driven Teams  
 LEAD 3163 Advanced Performance Management  
 LEAD 3173 Resource Allocation and Management  
 LEAD 3183 Organizational Behavior  
 LEAD 4113 Visionary Leadership  
 LEAD 4123 Organizational Leadership (Choctaw Nat  
 LEAD 4133 Leading Organizational Performance  
 LEAD 4143 Benchmarking Performance  
 LEAD 4153 Leading Organizational Systems

**Program:** COMPUTER INFORMATION SYSTEMS  
**Major:** Computer Information Systems  
**Degree:** Bachelor of Sciences (B.S.)

**Dept:** Chemistry, Computer and Physical Sciences  
**School:** Arts and Sciences  
**Major Code:** 061

**GENERAL EDUCATION ..... 44 Semester hours**

**Specified General Education Requirements**

ECON 2113 Principles of Macroeconomics  
 MATH 1513 College Algebra (or higher level math)

Communications (9 Hours)

1. English (ENG 1113 and ENG 1213)
2. Speech Communication (COMM 1233 or 2213)

Social and Behavioral Sciences (12 Hours)

1. Political Science (POSC 1513)
2. American History (HIST 1513 or 1523)
3. Social Science (ECON 2113)
4. Mental and Physical Health (KIN 1113 or PSY 1113)

Science and Mathematics (14 Hours)

1. Biological Sciences (BIOL 1114 or 1404)
2. Physical Sciences (CHEM 1004, 1114, 1315; PHYS 1114, 2015; PSCI 1114, 1214, or 1414)
3. Mathematics (MATH 1513, 1543, 1613, 2013, 2113, 2143, 2215, or 2283)
4. Computer Proficiency Requirement (BIM 1513 or CIS 1003)

Humanities (9 Hours)

1. Humanities, Philosophy, and Lit (ENG 2313, 3893; HUM 2113, 2223, 2313; or PHIL 2113, 2223)
2. Fine Arts (ART 1003, 1103, 2103, 3013, 3083; MUS 1113, 1123, 3133; THTR 1143, 1183, 2183, or 3183)
3. Foreign Language (CHTW 1513; FREN1113; GERM1113; SPAN1113, 1223; ASL 1113; NS 1213)

**MAJOR REQUIREMENTS: Computer Information Systems ..... 40 Semester Hours**

**Core Curriculum (28 semester hours)**

CIS 1613 \* Computer Information Systems I  
 CIS 1623 \*\* Computer Information Systems II  
 CIS 2103 Intermediate Productivity Software  
 CIS 3103 Advanced Productivity Software  
 CIS 3123 Intermediate Database Analysis  
 CIS 3323 Advanced Database Analysis  
 CIS 3533 Advanced Business Solutions  
 CIS 4113 Data Communications Technology  
 CIS 4413 Systems Analysis  
 CIS 4980 Senior Seminar (one credit hour)

\* CS 1613 may be substituted

\*\* CS 1623 may be substituted

**Major (12 semester hours)**

**Twelve electives** CIS semester hours (six upper-division) approved by the department to complete the 40 semester hour major.

**Program:** COMPUTER INFORMATION SYSTEMS  
**Major/Minor:** Computer Information Systems  
**Degree:** Bachelor of Sciences (B.S.)

**Dept:** Chemistry, Computer and Physical Sciences  
**School:** Arts and Sciences  
**Major Code:** 061

**GENERAL EDUCATION ..... 44 Semester hours**

**Specified General Education Requirements**

ECON 2113 Principles of Macroeconomics  
 MATH 1513 College Algebra (or higher level math)

Communications (9 Hours)

1. English (ENG 1113 and ENG 1213)
2. Speech Communication (COMM 1233 or 2213)

Social and Behavioral Sciences (12 Hours)

1. Political Science (POSC 1513)
2. American History (HIST 1513 or 1523)
3. Social Science (ECON 2113)
4. Mental and Physical Health (KIN 1113 or PSY 1113)

Science and Mathematics (14 Hours)

1. Biological Sciences (BIOL 1114 or 1404)
2. Physical Sciences (CHEM 1004, 1114, 1315; PHYS 1114, 2015; PSCI 1114, 1214, or 1414)
3. Mathematics (MATH 1513, 1543, 1613, 2013, 2113, 2143, 2215, or 2283)
4. Computer Proficiency Requirement (BIM 1513 or CIS 1003)

Humanities (9 Hours)

1. Humanities, Philosophy, and Lit (ENG 2313, 3893; HUM 2113, 2223, 2313; or PHIL 2113, 2223)
2. Fine Arts (ART 1003, 1103, 2103, 3013, 3083; MUS 1113, 1123, 3133; THTR 1143, 1183, 2183, or 3183)
3. Foreign Language (CHTW 1513; FREN1113; GERM1113; SPAN1113, 1223; ASL 1113; NS 1213)

**MAJOR/MINOR REQUIREMENTS: Computer Information Systems ..... 58 Semester Hours**

**Core Curriculum (28 semester hours)**

CIS 1613 \* Computer Information Systems I  
 CIS 1623 \*\* Computer Information Systems II  
 CIS 2103 Intermediate Productivity Software  
 CIS 3103 Advanced Productivity Software  
 CIS 3123 Intermediate Database Analysis  
 CIS 3323 Advanced Database Analysis  
 CIS 3533 Advanced Business Solutions  
 CIS 4113 Data Communications Technology  
 CIS 4413 Systems Analysis  
 CIS 4980 Senior Seminar (one credit hour)

\* CS 1613 may be substituted

\*\* CS 1623 may be substituted

**Major-Minor (30 semester hours)**

ACCT 2103 Fundamentals of Financial Accounting  
 ACCT 2203 Fundamentals of Managerial Accounting  
 BUS 2633 ^ Business Statistics  
 ECON 2213 Principles of Microeconomics  
 ENG 3903 Business and Professional Writing  
 MKT 3233 Principles of Marketing  
 MNGT 3113 Management and Organizational Behavior  
 Nine elective hours (upper-division) approved by the department to complete 58 hour major-minor

^ STAT 2153 may be substituted



**Program:** COMPUTER SCIENCE  
**Major:** Computer Science  
**Degree:** Bachelor of Sciences (B.S.)

**Dept:** Chemistry, Computer and Physical Sciences  
**School:** Arts and Sciences  
**Major Code:** 052

**GENERAL EDUCATION ..... 44 Semester hours**

**Specified General Education Requirement**

MATH 2215 Calculus I

Communications (9 Hours)

1. English (ENG 1113 and ENG 1213)
2. Speech Communication (COMM 1233 or 2213)

Social and Behavioral Sciences (12 Hours)

1. Political Science (POSC 1513)
2. American History (HIST 1513 or 1523)
3. Social Science (ECON 2113, GEOG 2723, HIST 3513, or SOC 1113)
4. Mental and Physical Health (KIN 1113 or PSY 1113)

Science and Mathematics (14 Hours)

1. Biological Sciences (BIOL 1114 or 1404)
2. Physical Sciences (CHEM 1004, 1114, 1315; PHYS 1114, 2015; PSCI 1114, 1214, or 1414)
3. Mathematics (MATH 2215)
4. Computer Proficiency Requirement (BIM 1513 or CIS 1003)

Humanities (9 Hours)

1. Humanities, Philosophy, and Lit (ENG 2313, 3893; HUM 2113, 2223, 2313; or PHIL 2113, 2223)
2. Fine Arts (ART 1003, 1103, 2103, 3013, 3083; MUS 1113, 1123, 3133; THTR 1143, 1183, 2183, or 3183)
3. Foreign Language (CHTW 1513; FREN1113; GERM1113; SPAN1113, 1223; ASL 1113; NS 1213)

**MAJOR REQUIREMENTS: Computer Science ..... 40 Semester Hours**

**Core Courses (28 semester hours)**

CS 1613 Computer Science I  
 CS 1623 Computer Science II  
 CS 2513 Seminar in Programming  
 CS 2813 Data Structures  
 CS 3143 Computer Architecture  
 CS 4113 Operating Systems  
 CS 4223 Algorithm Analysis  
 CS 4423 Software Engineering  
 CS 4623 Advanced Web-based Application Dev  
 CS 4980 Senior Seminar (one credit hour)

**Major (12 semester hours)**

**Twelve electives** CS semester hours (nine upper-division) approved by the department to complete the 40 semester hour major.

**Program:** COMPUTER SCIENCE  
**Major/Minor:** Computer Science  
**Degree:** Bachelor of Sciences (B.S.)

**Dept:** Chemistry, Computer and Physical Sciences  
**School:** Arts and Sciences  
**Major Code:** 052

**GENERAL EDUCATION ..... 44 Semester hours**

**Specified General Education Requirement**

MATH 2215 Calculus I

Communications (9 Hours)

1. English (ENG 1113 and ENG 1213)
2. Speech Communication (COMM 1233 or 2213)

Social and Behavioral Sciences (12 Hours)

1. Political Science (POSC 1513)
2. American History (HIST 1513 or 1523)
3. Social Science (ECON 2113, GEOG 2723, HIST 3513, or SOC 1113)
4. Mental and Physical Health (KIN 1113 or PSY 1113)

Science and Mathematics (14 Hours)

1. Biological Sciences (BIOL 1114 or 1404)
2. Physical Sciences (CHEM 1004, 1114, 1315; PHYS 1114, 2015; PSCI 1114, 1214, or 1414)
3. Mathematics (MATH 2215)
4. Computer Proficiency Requirement (BIM 1513 or CIS 1003)

Humanities (9 Hours)

1. Humanities, Philosophy, and Lit (ENG 2313, 3893; HUM 2113, 2223, 2313; or PHIL 2113, 2223)
2. Fine Arts (ART 1003, 1103, 2103, 3013, 3083; MUS 1113, 1123, 3133; THTR 1143, 1183, 2183, or 3183)
3. Foreign Language (CHTW 1513; FREN1113; GERM1113; SPAN1113, 1223; ASL 1113; NS 1213)

**MAJOR/MINOR REQUIREMENTS: Computer Science ..... 58 Semester Hours**

**Core Courses (28 semester hours)**

CS 1613 Computer Science I  
 CS 1623 Computer Science II  
 CS 2513 Seminar in Programming  
 CS 2813 Data Structures  
 CS 3143 Computer Architecture  
 CS 4113 Operating Systems  
 CS 4223 Algorithm Analysis  
 CS 4423 Software Engineering  
 CS 4623 Advanced Web-based Application Dev  
 CS 4980 Senior Seminar (one credit hour)

**Major-Minor (30 semester hours)**

CS 4323 Programming Languages  
 CS 4643 Distributed Networks  
 CIS 2343 Web Page Programming  
 CIS 3223 Net-Centric Computing  
 CIS 3323 Advanced Database Analysis  
 CIS 4343 Applied Net-Centric Computing  
 MATH 2013 Introduction to Discrete Mathematics  
 STAT 2153 Statistical Methods

Six hours of electives (upper division) approved by department to complete the 58 semester hour major-minor

Program: **CRIMINAL JUSTICE**  
 Major: Criminal Justice  
 Degree: Bachelor of Arts (B.A.)

Dept: Behavioral Sciences  
 School: Education and Behavioral Sciences  
 Major Code: 059

**GENERAL EDUCATION ..... 44 Semester hours**

Communications (9 Hours)

1. English (ENG 1113 and ENG 1213)
2. Speech Communication (COMM 1233 or 2213)

Social and Behavioral Sciences (12 Hours)

1. Political Science (POSC 1513)
2. American History (HIST 1513 or 1523)
3. Social Science (ECON 2113, GEOG 2723, HIST 3513, or SOC 1113)
4. Mental and Physical Health (KIN 1113 or PSY 1113)

Science and Mathematics (14 Hours)

1. Biological Sciences (BIOL 1114 or 1404)
2. Physical Sciences (CHEM 1004, 1114, 1315; PHYS 1114, 2015; PSCI 1114, 1214, or 1414)
3. Mathematics (MATH 1303, 1513, 1543, 1613, 2013, 2113, 2143, 2215, or 2283)
4. Computer Proficiency Requirement (BIM 1513 or CIS 1003)

Humanities (9 Hours)

1. Humanities, Philosophy, and Lit (ENG 2313, 3893; HUM 2113, 2223, 2313; or PHIL 2113, 2223)
2. Fine Arts (ART 1003, 1103, 2103, 3013, 3083; MUS 1113, 1123, 3133; THTR 1143, 1183, 2183, or 3183)
3. Foreign Language (CHTW 1513; FREN1113; GERM1113; SPAN1113, 1223; ASL 1113; NS 1213)

**MAJOR REQUIREMENTS: Criminal Justice ..... 39 Semester Hours**

**Required (27 semester hours)**

CJ 2533 Introduction to Criminal Justice  
 CJ 3113 Policing the United States  
 CJ 3123 Law and Legal System  
 CJ 3133 Introduction to U.S. Corrections  
 CJ 4333 Capstone in Criminal Justice  
 SOC 3003 Introduction to Social Research  
 SOC 3313 Statistics in Behavioral Sciences  
 SOC 3523 Juvenile Delinquency  
 SOC 4333 Criminology

**Electives (12 semester hours)**

6 semester hours selected from the following courses:

CJ 3323 Criminal Investigations and Forensics  
 CJ 3333 Administration of Criminal Justice  
 CJ 3343 Victimology  
 CJ 3433 Criminal Law and Procedures  
 CJ 4253 Contemporary Issues in Policing  
 CJ 4283 Correctional Law  
 CJ 4403 Comparative Criminal Justice Systems  
 CJ 4543 Advanced Criminological Theory  
 CJ 4970 (three hours) Special Studies  
 POSC 3513 United States Constitutional Law  
 SOC 2213 Social Problems  
 SOC 3623 Race, Gender and Ethnic Relations  
 SFTY 3133 Drugs in Society

3 semester hours selected from the following courses:

CJ 4260 Independent Study in Criminal Justice  
 CJ 4440 Internship in Criminal Justice

3 semester hours selected from the following courses:

PSY 3373 Psychology of Personality  
 PSY 4313 Abnormal Psychology  
 PSY 4973 Forensic Psychology

Program: **CRIMINAL JUSTICE**  
 Major/Minor: Criminal Justice  
 Degree: Bachelor of Arts (B.A.)

Dept: Behavioral Sciences  
 School: Education and Behavioral Sciences  
 Major Code: 059

**GENERAL EDUCATION ..... 44 Semester hours**

Communications (9 Hours)

1. English (ENG 1113 and ENG 1213)
2. Speech Communication (COMM 1233 or 2213)

Social and Behavioral Sciences (12 Hours)

1. Political Science (POSC 1513)
2. American History (HIST 1513 or 1523)
3. Social Science (ECON 2113, GEOG 2723, HIST 3513, or SOC 1113)
4. Mental and Physical Health (KIN 1113 or PSY 1113)

Science and Mathematics (14 Hours)

1. Biological Sciences (BIOL 1114 or 1404)
2. Physical Sciences (CHEM 1004, 1114, 1315; PHYS 1114, 2015; PSCI 1114, 1214, or 1414)
3. Mathematics (MATH 1303, 1513, 1543, 1613, 2013, 2113, 2143, 2215, or 2283)
4. Computer Proficiency Requirement (BIM 1513 or CIS 1003)

Humanities (9 Hours)

1. Humanities, Philosophy, and Lit (ENG 2313, 3893; HUM 2113, 2223, 2313; or PHIL 2113, 2223)
2. Fine Arts (ART 1003, 1103, 2103, 3013, 3083; MUS 1113, 1123, 3133; THTR 1143, 1183, 2183, or 3183)
3. Foreign Language (CHTW 1513; FREN1113; GERM1113; SPAN1113, 1223; ASL 1113; NS 1213)

**MAJOR/MINOR REQUIREMENTS: Criminal Justice..... 57 Semester Hours**

**Required (27 semester hours)**

CJ 2533 Introduction to Criminal Justice  
 CJ 3113 Policing the United States  
 CJ 3123 Law and Legal System  
 CJ 3133 Introduction to U.S. Corrections  
 CJ 4333 Capstone in Criminal Justice  
 SOC 3003 Introduction to Social Research  
 SOC 3313 Statistics in Behavioral Sciences  
 SOC 3523 Juvenile Delinquency  
 SOC 4333 Criminology

9 semester hours selected from the following courses:

CJ 3343 Victimology  
 CJ 4543 Advanced Criminological Theory  
 SOC 2213 Social Problems  
 SOC 3623 Race, Gender and Ethnic Relations  
 SFTY 3133 Drugs in Society125

3 semester hours selected from the following courses:

CJ 4260 Independent Study in Criminal Justice  
 CJ 4440 Internship in Criminal Justice

**Electives (30 semester hours)**

15 semester hours selected from the following courses:

CJ 3323 Criminal Investigations and Forensics  
 CJ 3333 Administration of Criminal Justice  
 CJ 3433 Criminal Law and Procedures  
 CJ 4253 Contemporary Issues in Policing  
 CJ 4283 Correctional Law  
 CJ 4403 Comparative Criminal Justice Systems  
 CJ 4970 (three hours) Special Studies  
 POSC 3513 United States Constitutional Law

3 semester hours selected from the following courses:

PSY 3373 Psychology of Personality  
 PSY 4313 Abnormal Psychology  
 PSY 4973 Forensic Psychology

Program: **EARLY INTERVENT & CHILD DEVELOPMENT**  
 Major/Minor: Early Intervention & Child Development  
 Degree: Bachelor of Science (B.S.)

Dept: Behavioral Sciences  
 School: Education and Behavioral Sciences  
 Major Code: 111

**GENERAL EDUCATION ..... 44 Semester hours**

Communications (9 Hours)

1. English (ENG 1113 and ENG 1213)
2. Speech Communication (COMM 1233 or 2213)

Social and Behavioral Sciences (12 Hours)

1. Political Science (POSC 1513)
2. American History (HIST 1513 or 1523)
3. Social Science (ECON 2113, GEOG 2723, HIST 3513, or SOC 1113)
4. Mental and Physical Health (KIN 1113 or PSY 1113)

Science and Mathematics (14 Hours)

1. Biological Sciences (BIOL 1114 or 1404)
2. Physical Sciences (CHEM 1004, 1114, 1315; PHYS 1114, 2015; PSCI 1114, 1214, or 1414)
3. Mathematics (MATH 1303, 1513, 1543, 1613, 2013, 2113, 2143, 2215, or 2283)
4. Computer Proficiency Requirement (BIM 1513 or CIS 1003)

Humanities (9 Hours)

1. Humanities, Philosophy, and Lit (ENG 2313, 3893; HUM 2113, 2223, 2313; or PHIL 2113, 2223)
2. Fine Arts (ART 1003, 1103, 2103, 3013, 3083; MUS 1113, 1123, 3133; THTR 1143, 1183, 2183, or 3183)
3. Foreign Language (CHTW 1513; FREN1113; GERM1113; SPAN1113, 1223; ASL 1113; NS 1213)

**MAJOR/MINOR REQUIREMENTS: Early Intervention & Child Development..... 60 Semester Hours**

**Core Courses (18 semester hours)**

EDUC 2013 Foundations of Education  
 EICD 2213 Foundations of Literacy  
 ENG 4893 Children's Literature and Story Telling  
 SPED 2123 Intro to Individuals with Exceptionalities  
 MNGT 3113 Management and Organizational Behavior  
 SFTY 3133 Drugs in Society

**Early Child Care courses: (42 semester hours)**

PSY 3123 Child and Adolescent Development for  
 Education Majors  
 KIN 4813 Nutrition & Weight Management  
 ORGL 4113 Ethics & Organizations  
 PSY 2243 Intro to Human Development  
 PSY 3213 Psychology of Childhood  
 EICD 3024 Families and the Developing Child  
 EICD 3034 Professional and Ethical Practice  
 EICD 3044 Individual Learning Differences in Young  
 Children with Disabilities  
 EICD 3064 Collaboration with Families, Health/Mental  
 Health Professionals and Communities  
 EICD 4074 Assessment and Intervention for Infants and  
 Toddlers: Birth-4  
 EICD 4084 Assessment and Research Based  
 Instruction: Literacy and Reading  
 EICD 4113 Language Development

Program: **ELEMENTARY EDUCATION**  
 Major/Minor: Elementary Education  
 Degree: Bachelor of Science (B.S.)

Dept: Educational Instruction and Leadership  
 School: Education and Behavioral Sciences  
 Major Code: 016

**GENERAL EDUCATION ..... 44 Semester hours**

**Specified General Education Requirements**

COMM 2213 Business and Professional Speaking

Communications (9 Hours)

1. English (ENG 1113 and ENG 1213)
2. Speech Communication (COMM 2213)

Social and Behavioral Sciences (12 Hours)

1. Political Science (POSC 1513)
2. American History (HIST 1513 or 1523)
3. Social Science (ECON 2113, GEOG 2723, HIST 3513, or SOC 1113)
4. Mental and Physical Health (KIN 1113 or PSY 1113)

Science and Mathematics (14 Hours)

1. Biological Sciences (BIOL 1114 or 1404)
2. Physical Sciences (CHEM 1004, 1114, 1315; PHYS 1114, 2015; PSCI 1114, 1214, or 1414)
3. Mathematics (MATH 1303, 1513, 1543, 1613, 2013, 2113, 2143, 2215, or 2283)
4. Computer Proficiency Requirement (BIM 1513 or CIS 1003)

Humanities (9 Hours)

1. Humanities, Philosophy, and Lit (ENG 2313, 3893; HUM 2113, 2223, 2313; or PHIL 2113, 2223)
2. Fine Arts (ART 1003, 1103, 2103, 3013, 3083; MUS 1113, 1123, 3133; THTR 1143, 1183, 2183, or 3183)
3. Foreign Language (CHTW 1513; FREN1113; GERM1113; SPAN1113, 1223; ASL 1113; NS 1213)

**MAJOR/MINOR REQUIREMENTS: Education ..... 67 Semester Hours**

**Elementary Education Major (34 semester hours)**

**Core Courses (22 semester hours)**

ELED 3513 Emergent & Developing Literacy (PK&K)  
 ELED 3523 Literacy in the Primary Grades (1-3)  
 ELED 3533 Literacy in the Intermediate (4-6)  
 ELED 4513 Language Arts I (PreK-3)  
 ELED 4444 Diagnosis and Remediation of Reading at the Elementary Level  
 ENG 4893 Children's Literature and Story Telling  
 MATH 4703 Mathematics Methods for Elementary Majors

**Elementary Education (Grades 1-8):  
 (12 semester hours)**

ELED 3543 Adolescent Literacy (7-8)  
 ELED 3223 Social Studies in the Elementary School  
 ELED 4533 Language Arts II (4-8)  
 SCIE 3123 Science in the Elementary School

**Teacher Certification Requirements:** Elementary Education majors, beginning the program after September 1, 1997, must be proficient in a foreign language and must take twelve (12) semester hours from each of the following Liberal Arts and Sciences areas. Most of these courses can be taken within the General Education core:

Language Arts: ENG 1113, 1213; HUM 2113, or 2223, or 2313; COMM 2213

Mathematics: MATH 1303, 1513, 1543, 3123 or 3133

Social Studies: HIST 1513, 1523; POSC 1513; GEOG 2723

Science: BIOL 1114, PSCI 1114, SCIE 3224

**PROFESSIONAL EDUCATION (33 semester hours)**

EDUC 2000 Pre-Student Teaching Field Experiences I  
 To be taken concurrently with:  
 EDUC 2013 Foundations of Education

SPED 2123 Introduction to Individuals with Exceptionalities  
 EDUC 3313 Technology Integration for the Classroom  
 PSY 3123 Child and Adolescent Development for Education Majors

EDUC 3002 Pre-Student Teaching Field Experiences II\*a

To be taken concurrently with:  
 EDUC 3434 Teaching Strategies and Progress Monitoring\*a

EDUC 4443 Classroom and Behavior Management\*a  
 ELED 4803 Methods of Instruction for Elem Teachers\*b  
 to be taken concurrently:

EDUC 4000 Pre-Student Teaching Field Experiences III\*b

EDUC 4919 Teaching Experiences in Major Program\*b

\*a Prerequisite: Admission to Teacher Education

\*b Prerequisite: Admission to Student Teaching

**Portfolio Policy**

Teacher candidates in the teacher education program at Southeastern are required to develop an electronic assessment portfolio documenting their growth and professional progress throughout their professional and specialization education program. The portfolio process begins when a candidate enrolls in the first teacher education course. Portfolios are completed using Chalk and Wire software.

Program: **ELEMENTARY EDUCATION**  
 Major/Minor: Elementary Education-Early Childhood  
 Degree: Bachelor of Science (B.S.)

Dept: Educational Instruction and Leadership  
 School: Education and Behavioral Sciences  
 Major Code: 016

**GENERAL EDUCATION ..... 44 Semester hours**

**Specified General Education Requirements**

COMM 2213 Business and Professional Speaking

Communications (9 Hours)

1. English (ENG 1113 and ENG 1213)
2. Speech Communication (COMM 2213)

Social and Behavioral Sciences (12 Hours)

1. Political Science (POSC 1513)
2. American History (HIST 1513 or 1523)
3. Social Science (ECON 2113, GEOG 2723, HIST 3513, or SOC 1113)
4. Mental and Physical Health (KIN 1113 or PSY 1113)

Science and Mathematics (14 Hours)

1. Biological Sciences (BIOL 1114 or 1404)
2. Physical Sciences (CHEM 1004, 1114, 1315; PHYS 1114, 2015; PSCI 1114, 1214, or 1414)
3. Mathematics (MATH 1303, 1513, 1543, 1613, 2013, 2113, 2143, 2215, or 2283)
4. Computer Proficiency Requirement (BIM 1513 or CIS 1003)

Humanities (9 Hours)

1. Humanities, Philosophy, and Lit (ENG 2313, 3893; HUM 2113, 2223, 2313; or PHIL 2113, 2223)
2. Fine Arts (ART 1003, 1103, 2103, 3013, 3083; MUS 1113, 1123, 3133; THTR 1143, 1183, 2183, or 3183)
3. Foreign Language (CHTW 1513; FREN1113; GERM1113; SPAN1113, 1223; ASL 1113; NS 1213)

**MAJOR/MINOR REQUIREMENTS: Education ..... 34 Semester Hours**

**Early Childhood Major (34 semester hours)**

**Core Courses (22 semester hours)**

ELED 3513 Emergent & Developing Literacy (PK&K)  
 ELED 3523 Literacy in the Primary Grades (1-3)  
 ELED 3533 Literacy in the Intermediate (4-6)  
 ELED 4513 Language Arts I (PreK-3)  
 ELED 4444 Diagnosis and Remediation of Reading at the Elementary Level  
 ENG 4893 Children's Literature and Story Telling  
 MATH 4703 Mathematics Methods for Elementary Majors

**Early Childhood (Pre-K – 3rd grade):**

**(12 semester hours)**

ELED 4523 Survey of Early Childhood Education  
 ELED 4623 Early Childhood Educ Curriculum I  
 ELED 4723 Early Childhood Educ Curriculum II  
 ELED 4923 Teaching Early Childhood Educ

**Teacher Certification Requirements:** Elementary Education majors, beginning the program after September 1, 1997, must be proficient in a foreign language and must take twelve (12) semester hours from each of the following Liberal Arts and Sciences areas. Most of these courses can be taken within the General Education core:

Language Arts: ENG 1113, 1213; HUM 2113, or 2223, or 2313; COMM 2213

Mathematics: MATH 1303, 1513, 1543, 3123 or 3133

Social Studies: HIST 1513, 1523; POSC 1513; GEOG 2723

Science: BIOL 1114, PSCI 1114, SCIE 3224

**PROFESSIONAL EDUCATION (33 semester hours)**

EDUC 2000 Pre-Student Teaching Field Experiences I  
 To be taken concurrently with:  
 EDUC 2013 Foundations of Education

SPED 2123 Introduction to Individuals with Exceptionalities  
 EDUC 3313 Technology Integration for the Classroom  
 PSY 3123 Child and Adolescent Development for Education Majors

EDUC 3002 Pre-Student Teaching Field Experiences II\*a

To be taken concurrently with:  
 EDUC 3434 Teaching Strategies and Progress Monitoring\*a

EDUC 4443 Classroom and Behavior Management\*a  
 ELED 4803 Methods of Instruction for Elem Teachers\*b  
 to be taken concurrently:

EDUC 4000 Pre-Student Teaching Field Experiences III\*b

EDUC 4919 Teaching Experiences in Major Program\*b

\*a Prerequisite: Admission to Teacher Education

\*b Prerequisite: Admission to Student Teaching

**Portfolio Policy**

Teacher candidates in the teacher education program at Southeastern are required to develop an electronic assessment portfolio documenting their growth and professional progress throughout their professional and specialization education program. The portfolio process begins when a candidate enrolls in the first teacher education course. Portfolios are completed using Chalk and Wire software.

**Program:** ENGLISH  
**Major:** English  
**Degree:** Bachelor of Arts (B.A.)

**Dept:** English, Humanities and Languages  
**School:** Arts and Sciences  
**Major Code:** 017

**GENERAL EDUCATION ..... 44 Semester hours**

Communications (9 Hours)

1. English (ENG 1113 and ENG 1213)
2. Speech Communication (COMM 1233 or 2213)

Social and Behavioral Sciences (12 Hours)

1. Political Science (POSC 1513)
2. American History (HIST 1513 or 1523)
3. Social Science (ECON 2113, GEOG 2723, HIST 3513, or SOC 1113)
4. Mental and Physical Health (KIN 1113 or PSY 1113)

Science and Mathematics (14 Hours)

1. Biological Sciences (BIOL 1114 or 1404)
2. Physical Sciences (CHEM 1004, 1114, 1315; PHYS 1114, 2015; PSCI 1114, 1214, or 1414)
3. Mathematics (MATH 1303, 1513, 1543, 1613, 2013, 2113, 2143, 2215, or 2283)
4. Computer Proficiency Requirement (BIM 1513 or CIS 1003)

Humanities (9 Hours)

1. Humanities, Philosophy, and Lit (ENG 2313, 3893; HUM 2113, 2223, 2313; or PHIL 2113, 2223)
2. Fine Arts (ART 1003, 1103, 2103, 3013, 3083; MUS 1113, 1123, 3133; THTR 1143, 1183, 2183, or 3183)
3. Foreign Language (CHTW 1513; FREN1113; GERM1113; SPAN1113, 1223; ASL 1113; NS 1213)

**MAJOR REQUIREMENTS: English..... 34 Semester Hours**

**Core (16 hours)**

ENG 2413 Critical Approaches to Literature  
 ENG 2963 English Language & Grammar  
 ENG 4113 Age of Shakespeare  
 \*ENG 4403 Writing and Visual Media  
 ENG 4413 20<sup>th</sup> & 21st Century Literature in English  
 ENG 4991 Research

Three literature courses focusing on genre, or authors,  
 or special topics (9 credits) except ENG 3893.

Three courses at the 3000/4000 level [can be literature or  
 writing courses] (9 credits) except ENG 3893.

\*May substitute ENG 4383 Advanced Composition



**Program:** ENGLISH  
**Major:** English with a Writing Emphasis  
**Degree:** Bachelor of Arts (B.A.)

**Dept:** English, Humanities and Languages  
**School:** Arts and Sciences  
**Major Code:** 017

**GENERAL EDUCATION ..... 44 Semester hours**

Communications (9 Hours)

1. English (ENG 1113 and ENG 1213)
2. Speech Communication (COMM 1233 or 2213)

Social and Behavioral Sciences (12 Hours)

1. Political Science (POSC 1513)
2. American History (HIST 1513 or 1523)
3. Social Science (ECON 2113, GEOG 2723, HIST 3513, or SOC 1113)
4. Mental and Physical Health (KIN 1113 or PSY 1113)

Science and Mathematics (14 Hours)

1. Biological Sciences (BIOL 1114 or 1404)
2. Physical Sciences (CHEM 1004, 1114, 1315; PHYS 1114, 2015; PSCI 1114, 1214, or 1414)
3. Mathematics (MATH 1303, 1513, 1543, 1613, 2013, 2113, 2143, 2215, or 2283)
4. Computer Proficiency Requirement (BIM 1513 or CIS 1003)

Humanities (9 Hours)

1. Humanities, Philosophy, and Lit (ENG 2313, 3893; HUM 2113, 2223, 2313; or PHIL 2113, 2223)
2. Fine Arts (ART 1003, 1103, 2103, 3013, 3083; MUS 1113, 1123, 3133; THTR 1143, 1183, 2183, or 3183)
3. Foreign Language (CHTW 1513; FREN1113; GERM1113; SPAN1113, 1223; ASL 1113; NS 1213)

**MAJOR REQUIREMENTS: English..... 34 Semester Hours**

**Core (16 hours)**

ENG 2413 Critical Approaches to Literature  
 ENG 2963 English Language & Grammar  
 ENG 4113 Age of Shakespeare  
 \* ENG 4403 Writing and Visual Media  
 ENG 4413 20<sup>th</sup> & 21st Century Literature in English  
 ENG 4991 Research

Two literature courses excluding ENG 3893 (6 hours)  
 Four ENG writing courses 3000/4000 level (12 hours)

\*May substitute ENG 4383 Advanced Composition

**Program:** ENGLISH EDUCATION  
**Major:** English Education  
**Degree:** Bachelor of Arts (B.A.)

**Dept:** English, Humanities and Languages  
**School:** Arts and Sciences  
**Major Code:** 018

**GENERAL EDUCATION ..... 44 Semester hours**

**Communications (9 Hours)**

1. English (ENG 1113 and ENG 1213)
2. Speech Communication (COMM 1233 or 2213)

**Social and Behavioral Sciences (12 Hours)**

1. Political Science (POSC 1513)
2. American History (HIST 1513 or 1523)
3. Social Science (ECON 2113, GEOG 2723, HIST 3513, or SOC 1113)
4. Mental and Physical Health (KIN 1113 or PSY 1113)

**Science and Mathematics (14 Hours)**

1. Biological Sciences (BIOL 1114 or 1404)
2. Physical Sciences (CHEM 1004, 1114, 1315; PHYS 1114, 2015; PSCI 1114, 1214, or 1414)
3. Mathematics (MATH 1303, 1513, 1543, 1613, 2013, 2113, 2143, 2215, or 2283)
4. Computer Proficiency Requirement (BIM 1513 or CIS 1003)

**Humanities (9 Hours)**

1. Humanities, Philosophy, and Lit (ENG 2313, 3893; HUM 2113, 2223, 2313; or PHIL 2113, 2223)
2. Fine Arts (ART 1003, 1103, 2103, 3013, 3083; MUS 1113, 1123, 3133; THTR 1143, 1183, 2183, or 3183)
3. Foreign Language (CHTW 1513; FREN1113; GERM1113; SPAN1113, 1223; ASL 1113; NS 1213)

**MAJOR REQUIREMENTS: English Education ..... 72 Semester Hours**

**English Education Major (39 semester hours)**

**Required Courses (15 hours)**

- ENG 2413 Critical Approaches to Literature  
 ENG 2963 English Language & Grammar  
 ENG 4113 Age of Shakespeare  
 ENG 4943 Middle & High School Literature  
 \*ENG 4403 Writing and Visual Media

**Three literature period courses:**

choose three of four (9 hours)

- ENG 4013 Medieval Literature  
 ENG 4213 18<sup>th</sup> Century Literature in English  
 ENG 4313 19<sup>th</sup> Century Literature in English  
 ENG 4413 20<sup>th</sup> and 21<sup>st</sup> Century Literature in English

Two literature courses focusing on genre, or authors, or special topics (6 hours) except ENG 3893

Two Writing classes (6 hours)

Three hours of 3000/4000 level [can be literature except ENG 3893, or writing courses]

\*May substitute ENG 4383 Advanced Composition

**PROFESSIONAL EDUCATION (33 semester hours)**

EDUC 2000 Pre-Student Teaching Field Experiences I  
 To be taken concurrently with:  
 EDUC 2013 Foundations of Education

SPED 2123 Introduction to Individuals with Exceptionalities

EDUC 3313 Technology Integration for the Classroom  
 PSY 3123 Child and Adolescent Development for Education Majors

EDUC 3002 Pre-Student Teaching Field Experiences II\*a

To be taken concurrently with:  
 EDUC 3434 Teaching Strategies and Progress Monitoring\*a

EDUC 4443 Classroom and Behavior Management\*a  
 Methods Course in Major Field (3 semester hours)\*a  
 to be taken concurrently:

EDUC 4000 Pre-Student Teaching Field Experiences III\*a

EDUC 4919 Teaching Experiences in Major Program\*b

\*a Prerequisite: Admission to Teacher Education

\*b Prerequisite: Admission to Student Teaching

**Portfolio Policy**

Teacher candidates in the teacher education program at Southeastern are required to develop an electronic assessment portfolio documenting their growth and professional progress throughout their professional and specialization education program. The portfolio process begins when a candidate enrolls in the teacher education course. Portfolios are completed using Chalk and Wire software.

**Program:** FINANCE  
**Major/Minor:** Finance  
**Degree:** Bachelor of Business Administration (B.B.A.)

**Dept:** Accounting and Finance Department  
**School:** John Massey School of Business  
**Major Code:** 096

**GENERAL EDUCATION ..... 44 Semester hours**

**Specified General Education Requirements**

COMM 2213 Business and Professional Speaking  
 ECON 2113 Principles of Macroeconomics  
 MATH 1513 College Algebra or math course with college algebra as a prerequisite

Communications (9 Hours)

1. English (ENG 1113 and ENG 1213)
2. Speech Communication (COMM 2213)

Social and Behavioral Sciences (12 Hours)

1. Political Science (POSC 1513)
2. American History (HIST 1513 or 1523)
3. Social Science (ECON 2113)
4. Mental and Physical Health (KIN 1113 or PSY 1113)

Science and Mathematics (14 Hours)

1. Biological Sciences (BIOL 1114 or 1404)
2. Physical Sciences (CHEM 1004, 1114, 1315; PHYS 1114, 2015; PSCI 1114, 1214, or 1414)
3. Mathematics (MATH 1513, 1613, 2113, 2143 or 2215)
4. Computer Proficiency Requirement (BIM 1513 or CIS 1003)

Humanities (9 Hours)

1. Humanities, Philosophy, and Lit (ENG 2313, 3893; HUM 2113, 2223, 2313; or PHIL 2113, 2223)
2. Fine Arts (ART 1003, 1103, 2103, 3013, 3083; MUS 1113, 1123, 3133; THTR 1143, 1183, 2183, or 3183)
3. Foreign Language (CHTW 1513; FREN1113; GERM1113; SPAN1113, 1223; ASL 1113; NS 1213)

**MAJOR/MINOR REQUIREMENTS: Finance ..... 67 Semester Hours**

**Business Core (43 semester hours):**

ACCT 2103 Fundamentals of Financial Accounting  
 ACCT 2203 Fundamentals of Managerial Accounting  
 BIM 3183 Business Information Management  
 BLAW 3123 Legal Environment of Business  
 ECON 2213 Principles of Microeconomics  
 ENG 3903 Business and Professional Writing  
 BUS 2633 Business Statistics  
 BUS 3333 Business Ethics  
 BUS 4901 Career Development Seminar  
 FIN 3113 Business Finance  
 MKT 3233 Principles of Marketing  
 MNGT 3113 Management and Organizational Behavior  
 MNGT 3243 Production and Operations Management  
 MNGT 4443 International Business  
 MNGT 4633 Business Policy

**Three of the following courses (9 hours):**

FIN 3253 Real Estate Finance  
 FIN 3633 Advanced Personal Finance  
 FIN 4223 Financial Analysis  
 FIN 4523 Bank Administration  
 FIN 4633 Risk Management  
 FIN 4950 Internship  
 FIN 4980 Seminar  
 ACCT 3113 Intermediate Accounting I  
 ACCT 3213 Intermediate Accounting II  
 ACCT 3313 Income Tax I  
 ACCT 3513 Cost Accounting

**NOTE:**

All business core classes must be completed with a grade of C or better.

**Required (15 semester hours):**

FIN 3433 Securities Investments  
 FIN 3523 Financial Institutions and Capital Markets  
 FIN 3313 Intermediate Corporate Finance I  
 FIN 4443 International Financial Management  
 FIN 4813 Financial Policy and Strategy

**Program:** FISHERIES AND WILDLIFE SCIENCE  
**Major/Minor:** Fisheries and Wildlife Science  
**Degree:** Bachelor of Sciences (B.S.)

**Dept:** Biological Sciences  
**School:** Arts and Sciences  
**Major Code:** 011

**GENERAL EDUCATION ..... 44 Semester hours**

**Specified General Education Requirements**

BIOL 1114 General Biology or BIOL 1404 Principles of Biology I  
 CHEM 1114 Basic Chemistry I

Communications (9 Hours)

1. English (ENG 1113 and ENG 1213)
2. Speech Communication (COMM 1233 or 2213)

Social and Behavioral Sciences (12 Hours)

1. Political Science (POSC 1513)
2. American History (HIST 1513 or 1523)
3. Social Science (ECON 2113, GEOG 2723, HIST 3513, or SOC 1113)
4. Mental and Physical Health (KIN 1113 or PSY 1113)

Science and Mathematics (14 Hours)

1. Biological Sciences (BIOL 1114 or 1404)
2. Physical Sciences (CHEM 1114)
3. Mathematics (MATH 1303, 1513, 1543, 1613, 2013, 2113, 2143, 2215, or 2283)
4. Computer Proficiency Requirement (BIM 1513 or CIS 1003)

Humanities (9 Hours)

1. Humanities, Philosophy, and Lit (ENG 2313, 3893; HUM 2113, 2223, 2313; or PHIL 2113, 2223)
2. Fine Arts (ART 1003, 1103, 2103, 3013, 3083; MUS 1113, 1123, 3133; THTR 1143, 1183, 2183, or 3183)
3. Foreign Language (CHTW 1513; FREN1113; GERM1113; SPAN1113, 1223; ASL 1113; NS 1213)

**MAJOR/MINOR REQUIREMENTS: Fisheries and Wildlife ..... 58 Semester Hours**

BIOL 3414 Ecology  
 BIOL 3913 Biostatistics  
 BOT 2114 General Botany  
 BOT 4214 Systematic Botany  
 CONS 1124 Conservation Natural Resources  
 CONS 2224 Fundamentals of Soil Science  
 CONS 4224 Techniques in Fisheries and Wildlife  
 Management  
 CONS 4523 Environmental Policy and Law  
 CONS 4534 Limnology  
 CONS 4723 Management of Fisheries and Wildlife  
 Resources  
 CONS 4981 Senior Seminar  
 ZOOL 2114 General Zoology  
 ZOOL 4334 Ichthyology  
 ZOOL 4524 Herpetology  
 ZOOL 4534 Ornithology  
 ZOOL 4634 Mammalogy

**Required Program Support Courses:**

CHEM 1214 Basic Chem. II  
 ENG 3903 Business and Professional Writing

**Program: GENERAL BUSINESS**  
 Major/Minor: General Business  
 Degree: Bachelor of Business Administration (B.B.A.)

Dept: Management and Marketing  
 School: John Massey School of Business  
 Major Code: 105

**GENERAL EDUCATION ..... 44 Semester hours**

**Specified General Education Requirements**

COMM 2213 Business and Professional Speaking  
 ECON 2113 Principles of Macroeconomics  
 MATH 1513 College Algebra or math course with college algebra as a prerequisite

Communications (9 Hours)

1. English (ENG 1113 and ENG 1213)
2. Speech Communication (COMM 2213)

Social and Behavioral Sciences (12 Hours)

1. Political Science (POSC 1513)
2. American History (HIST 1513 or 1523)
3. Social Science (ECON 2113)
4. Mental and Physical Health (KIN 1113 or PSY 1113)

Science and Mathematics (14 Hours)

1. Biological Sciences (BIOL 1114 or 1404)
2. Physical Sciences (CHEM 1004, 1114, 1315; PHYS 1114, 2015; PSCI 1114, 1214, or 1414)
3. Mathematics (MATH 1513, 1613, 2113, 2143 or 2215)
4. Computer Proficiency Requirement (BIM 1513 or CIS 1003)

Humanities (9 Hours)

1. Humanities, Philosophy, and Lit (ENG 2313, 3893; HUM 2113, 2223, 2313; or PHIL 2113, 2223)
2. Fine Arts (ART 1003, 1103, 2103, 3013, 3083; MUS 1113, 1123, 3133; THTR 1143, 1183, 2183, or 3183)
3. Foreign Language (CHTW 1513; FREN1113; GERM1113; SPAN1113, 1223; ASL 1113; NS 1213)

**MAJOR/MINOR REQUIREMENTS: General Business ..... 67 Semester Hours**

**Business Core (43 semester hours):**

ACCT 2103 Fundamentals of Financial Accounting  
 ACCT 2203 Fundamentals of Managerial Accounting  
 BIM 3183 Business Information Management  
 BLAW 3123 Legal Environment of Business  
 ECON 2213 Principles of Microeconomics  
 ENG 3903 Business and Professional Writing  
 BUS 2633 Business Statistics  
 BUS 3333 Business Ethics  
 BUS 4901 Career Development Seminar  
 FIN 3113 Business Finance  
 MKT 3233 Principles of Marketing  
 MNGT 3113 Management and Organizational Behavior  
 MNGT 3243 Production and Operations Management  
 MNGT 4443 International Business  
 MNGT 4633 Business Policy

**Graduation GPA Requirement:**

The Bachelor of Business Administration program in General Business requires that students achieve a 2.0 GPA in the business core, AND a 2.0 GPA in the area of specialization in addition to the University graduation GPA requirements.

**NOTE:**

All business core classes must be completed with a grade of C or better.

**General Business Major (24 semester hours)**

MNGT 3343 Small Business Management  
 -OR-  
 MNGT 4663 Entrepreneurship & New Ventures

BUS 4123 International Business & Law  
 (or any other upper level International Business course)

Plus any 6 courses from ACCT, BUS, FIN, MNGT, BLAW, or MKT at the 3000+ level with no more than three from any one prefix. At least one course must be at the 4000 level. All courses must be approved by your advisor.

Program: **HEALTH AND PHYSICAL EDUCATION**  
 Major/Minor: Health and Physical Education  
 Degree: Bachelor of Science (B.S.)

Dept: Kinesiology  
 School: Education and Behavioral Sciences  
 Major Code: 021

**GENERAL EDUCATION ..... 44 Semester hours**

**Specified General Education Requirement**

KIN 1113 Wellness and Positive Life Styles

Communications (9 Hours)

1. English (ENG 1113 and ENG 1213)
2. Speech Communication (COMM 1233 or 2213)

Social and Behavioral Sciences (12 Hours)

1. Political Science (POSC 1513)
2. American History (HIST 1513 or 1523)
3. Social Science (ECON 2113, GEOG 2723, HIST 3513, or SOC 1113)
4. Mental and Physical Health (KIN 1113)

Science and Mathematics (14 Hours)

1. Biological Sciences (BIOL 1114 or 1404)
2. Physical Sciences (CHEM 1004, 1114, 1315; PHYS 1114, 2015; PSCI 1114, 1214, or 1414)
3. Mathematics (MATH 1303, 1513, 1543, 1613, 2013, 2113, 2143, 2215, or 2283)
4. Computer Proficiency Requirement (BIM 1513 or CIS 1003)

Humanities (9 Hours)

1. Humanities, Philosophy, and Lit (ENG 2313, 3893; HUM 2113, 2223, 2313; or PHIL 2113, 2223)
2. Fine Arts (ART 1003, 1103, 2103, 3013, 3083; MUS 1113, 1123, 3133; THTR 1143, 1183, 2183, or 3183)
3. Foreign Language (CHTW 1513; FREN1113; GERM1113; SPAN1113, 1223; ASL 1113; NS 1213)

**MAJOR/MINOR REQUIREMENTS: Health and Physical Education ..... 73 Semester Hours**

**Health and Physical Education**

**Major (40 semester hours)**

KIN 2752 First Aid and Safety  
 KIN 3113 School and Community Health  
 KIN 3252 Motor Learning & Development  
 KIN 3352 Measurement in Physical Education  
 KIN 3462 Adapted Physical Education  
 KIN 3473 Applied Anatomical Kinesiology  
 KIN 3553 Elementary School Program  
 KIN 3753 Techniques of Teaching Team Sports and  
 Gymnastics  
 KIN 3763 Techniques of Teaching Lifetime Activities  
 KIN 4053 Organization and Administration  
 KIN 4253 Physiology of Exercise  
 KIN 4353 Foundations of Physical Education  
 KIN 4413 Principles of Strength & Conditioning Coaching  
 KIN 4802 Care and Prevention of Athletic Injuries

Three hours of electives selected from Health, Physical  
 Education and Recreation courses

**PROFESSIONAL EDUCATION (33 semester hours)**

EDUC 2000 Pre-Student Teaching Field Experiences I  
 To be taken concurrently with:  
 EDUC 2013 Foundations of Education

SPED 2123 Introduction to Individuals with  
 Exceptionalities  
 EDUC 3313 Technology Integration for the Classroom  
 PSY 3123 Child and Adolescent Development for  
 Education Majors

EDUC 3002 Pre-Student Teaching Field Experiences  
 II\*a  
 To be taken concurrently with:  
 EDUC 3434 Teaching Strategies and Progress  
 Monitoring\*a

EDUC 4443 Classroom and Behavior Management\*a  
 Methods Course in Major Field (3 semester hours)\*a  
 to be taken concurrently:  
 EDUC 4000 Pre-Student Teaching Field Experiences  
 III\*a

EDUC 4919 Teaching Experiences in Major Program\*b

\*a Prerequisite: Admission to Teacher Education

\*b Prerequisite: Admission to Student Teaching

**Portfolio Policy**

Teacher candidates in the teacher education program at Southeastern are required to develop an electronic assessment portfolio documenting their growth and professional progress throughout their professional and specialization education program. The portfolio process begins when a candidate enrolls in the teacher education course. Portfolios are completed using Chalk and Wire software.

Program: **HEALTH AND HUMAN PERFORMANCE**  
 Major/Minor: Health and Human Performance  
 Degree: Bachelor of Science (B.S.)

Dept: Kinesiology  
 School: Education and Behavioral Sciences  
 Major Code: 115

**GENERAL EDUCATION ..... 44 Semester hours**

**Specified General Education Requirement**

KIN 1113 Wellness and Positive Life Styles

Communications (9 Hours)

1. English (ENG 1113 and ENG 1213)
2. Speech Communication (COMM 1233 or 2213)

Social and Behavioral Sciences (12 Hours)

1. Political Science (POSC 1513)
2. American History (HIST 1513 or 1523)
3. Social Science (ECON 2113, GEOG 2723, HIST 3513, or SOC 1113)
4. Mental and Physical Health (KIN 1113)

Science and Mathematics (14 Hours)

1. Biological Sciences (BIOL 1114 or 1404)
2. Physical Sciences (CHEM 1004, 1114, 1315; PHYS 1114, 2015; PSCI 1114, 1214, or 1414)
3. Mathematics (MATH 1303, 1513, 1543, 1613, 2013, 2113, 2143, 2215, or 2283)
4. Computer Proficiency Requirement (BIM 1513 or CIS 1003)

Humanities (9 Hours)

1. Humanities, Philosophy, and Lit (ENG 2313, 3893; HUM 2113, 2223, 2313; or PHIL 2113, 2223)
2. Fine Arts (ART 1003, 1103, 2103, 3013, 3083; MUS 1113, 1123, 3133; THTR 1143, 1183, 2183, or 3183)
3. Foreign Language (CHTW 1513; FREN1113; GERM1113; SPAN1113, 1223; ASL 1113; NS 1213)

**MAJOR/MINOR REQUIREMENTS: Health and Human Performance ..... 48 Semester Hours**

KIN 3252 Motor Learning and Development  
 KIN 3352 Measurement in Physical Education  
 KIN 3462 Adapted Physical Education  
 KIN 3473 Applied Anatomical Kinesiology  
 KIN 4253 Physiology of Exercise  
 KIN 4263 Advanced Physiology of Exercise  
 KIN 4273 Exercise Testing and Prescription  
 KIN 4283 Human Performance Laboratory  
 KIN 4413 Principles of Strength and Conditioning  
 Coaching  
 KIN 4802 Care and Prevention of Athletic Injuries  
 KIN 4813 Nutrition and Weight Management  
 KIN 4823 Nutrition in Sports  
 KIN 4833 Stress Management  
 KIN 4842 Psychology of Sport  
 KIN 4963 Practicum

PSY 1113 Introduction to Psychology  
 PSY 2243 Introduction to Human Development  
 PSY 3513 Health Psychology  
 SFTY 3103 General Safety  
 SFTY 3133 Drugs in Society  
 SOC 3443 Aging in Society  
 PSY 3243 Psychology of Aging  
 SOC 3343 Medical Sociology

Please note that at least some of these courses have prerequisites that must be completed before the respective courses can be taken.

**Eight hours of non-major field courses selected from the following:**

BIOL 1133 Basic Nutrition  
 BIOL 1143 Medical Terminology  
 BIOL 3614 Human Physiology  
 BUS 1133 Introduction to Business  
 COMM 3273 Health Communication  
 EDUC 3313 Technology Integration for the Classroom  
 NS 2113 Native Health and Wellness

**Program:** HISTORY  
**Major:** History  
**Degree:** Bachelor of Arts (B.A.)

**Dept:** Social Sciences  
**School:** Arts and Sciences  
**Major Code:** 022

**GENERAL EDUCATION ..... 44 Semester hours**

**Specified General Education Requirement**

HIST 1513 United States History to 1876

Communications (9 Hours)

1. English (ENG 1113 and ENG 1213)
2. Speech Communication (COMM 1233 or 2213)

Social and Behavioral Sciences (12 Hours)

1. Political Science (POSC 1513)
2. American History (HIST 1513)
3. Social Science (ECON 2113, GEOG 2723, HIST 3513, or SOC 1113)
4. Mental and Physical Health (KIN 1113 or PSY 1113)

Science and Mathematics (14 Hours)

1. Biological Sciences (BIOL 1114 or 1404)
2. Physical Sciences (CHEM 1004, 1114, 1315; PHYS 1114, 2015; PSCI 1114, 1214, or 1414)
3. Mathematics (MATH 1303, 1513, 1543, 1613, 2013, 2113, 2143, 2215, or 2283)
4. Computer Proficiency Requirement (BIM 1513 or CIS 1003)

Humanities (9 Hours)

1. Humanities, Philosophy, and Lit (ENG 2313, 3893; HUM 2113, 2223, 2313; or PHIL 2113, 2223)
2. Fine Arts (ART 1003, 1103, 2103, 3013, 3083; MUS 1113, 1123, 3133; THTR 1143, 1183, 2183, or 3183)
3. Foreign Language (CHTW 1513; FREN1113; GERM1113; SPAN1113, 1223; ASL 1113; NS 1213)

**MAJOR REQUIREMENTS: History ..... 40 Semester Hours**

**Core (19 semester hours)**

HIST 1523 United States History Since 1876  
 HIST 2001 Introduction to Research  
 HIST 2713 Early World Civilizations  
 HIST 2723 Modern World Civilizations  
 HIST 4563 Contemporary United States History Since  
 1945  
 HIST 4763 Blood and Freedom: The Struggle for Modern  
 Europe  
 HIST 4953 Historical Research and Writing (Capstone)

**History (21 semester hours)**

Six hours of elective upper-level United States History  
 Six hours of elective upper-level European History  
 Nine hours of electives in any category of upper-level  
 History



**Program:** HISTORY  
**Major/Minor:** Social Studies Education  
**Degree:** Bachelor of Arts (B.A.)

**Dept:** Social Sciences  
**School:** Arts and Sciences  
**Major Code:** 022

**GENERAL EDUCATION ..... 44 Semester hours**

**Communications (9 Hours)**

1. English (ENG 1113 and ENG 1213)
2. Speech Communication (COMM 1233 or 2213)

**Social and Behavioral Sciences (12 Hours)**

1. Political Science (POSC 1513)
2. American History (HIST 1513 or 1523)
3. Social Science (ECON 2113, GEOG 2723, HIST 3513, or SOC 1113)
4. Mental and Physical Health (KIN 1113 or PSY 1113)

**Science and Mathematics (14 Hours)**

1. Biological Sciences (BIOL 1114 or 1404)
2. Physical Sciences (CHEM 1004, 1114, 1315; PHYS 1114, 2015; PSCI 1114, 1214, or 1414)
3. Mathematics (MATH 1303, 1513, 1543, 1613, 2013, 2113, 2143, 2215, or 2283)
4. Computer Proficiency Requirement (BIM 1513 or CIS 1003)

**Humanities (9 Hours)**

1. Humanities, Philosophy, and Lit (ENG 2313, 3893; HUM 2113, 2223, 2313; or PHIL 2113, 2223)
2. Fine Arts (ART 1003, 1103, 2103, 3013, 3083; MUS 1113, 1123, 3133; THTR 1143, 1183, 2183, or 3183)
3. Foreign Language (CHTW 1513; FREN1113; GERM1113; SPAN1113, 1223; ASL 1113; NS 1213)

**MAJOR/MINOR REQUIREMENTS: History ..... 85 Semester Hours**

**Social Studies Education Major (52 semester hours)  
 Core (19 semester hours)**

HIST 1523 United States History Since 1876  
 HIST 2001 Introduction to Research  
 HIST 2713 Early World Civilizations  
 HIST 2723 Modern World Civilizations  
 HIST 4563 Contemporary U.S. History Since 1945  
 HIST 4763 Blood and Freedom: The Struggle for Modern Europe  
 HIST 4953 Historical Research and Writing (Capstone)

**Required (33 semester hours)**

HIST 2523 Oklahoma History and Government  
 ECON 2113 Macroeconomics  
 GEOG 2723 Regional Geography of the World  
 Three upper-level courses in U.S. History (9 hours)  
 Two upper-level course in World History (Europe, Asia, Latin America or Africa) (6 hours)  
 One upper-level Political Science courses (3 hours)  
 Two upper-level courses from one of the following areas: Economics, Geography, Political Science or History (6 hours)

**Specified General Education Requirement**

HIST 1513 United States History to 1876  
 PSY 1113 Introduction to Psychology  
 SOC 1113 Principles of Sociology  
 Three hours of Foreign Language

**NOTE:** Students who are majoring in Social Studies Education must take SOST 4133 as the Methods and Media course. In addition to the major-minor program, an education degree requires a professional education component. Module III of the Teacher Education Portfolio requirement must include research from Introduction to Research, a research paper, one paper or assignment from political science or geography, a book critique or review, an artifact from economics, lesson plans from the Methods course, and a peer evaluation from the Methods course.

**PROFESSIONAL EDUCATION (33 semester hours)**

EDUC 2000 Pre-Student Teaching Field Experiences I  
 To be taken concurrently with:  
 EDUC 2013 Foundations of Education

SPED 2123 Introduction to Individuals with Exceptionalities  
 EDUC 3313 Technology Integration for the Classroom  
 PSY 3123 Child and Adolescent Development for Education Majors

EDUC 3002 Pre-Student Teaching Field Experiences II\*a  
 To be taken concurrently with:  
 EDUC 3434 Teaching Strategies and Progress Monitoring\*a

EDUC 4443 Classroom and Behavior Management\*a

Methods Course in Major Field (3 semester hours)\*a  
 to be taken concurrently:

EDUC 4000 Pre-Student Teaching Field Experiences III\*a

EDUC 4919 Teaching Experiences in Major Program\*b

\*a Prerequisite: Admission to Teacher Education

\*b Prerequisite: Admission to Student Teaching

**Portfolio Policy**

Teacher candidates in the teacher education program at Southeastern are required to develop an electronic assessment portfolio documenting their growth and professional progress throughout their professional and specialization education program. The portfolio process begins when a candidate enrolls in the teacher education course. Portfolios are completed using Chalk and Wire software.

**Program:** LIBERAL AND APPLIED STUDIES  
**Major/Minor:** Liberal and Applied Studies  
**Degree:** Bachelor of Science (B.S.)

**Dept:** English, Humanities and Languages  
**School:** Arts and Sciences  
**Major Code:** 102

**GENERAL EDUCATION ..... 44 Semester hours**

**Communications (9 Hours)**

1. English (ENG 1113 and ENG 1213)
2. Speech Communication (COMM 1233 or 2213)

**Social and Behavioral Sciences (12 Hours)**

1. Political Science (POSC 1513)
2. American History (HIST 1513 or 1523)
3. Social Science (ECON 2113, GEOG 2723, HIST 3513, or SOC 1113)
4. Mental and Physical Health (KIN 1113 or PSY 1113)

**Science and Mathematics (14 Hours)**

1. Biological Sciences (BIOL 1114 or 1404)
2. Physical Sciences (CHEM 1004, 1114, 1315; PHYS 1114, 2015; PSCI 1114, 1214, or 1414)
3. Mathematics (MATH 1303, 1513, 1543, 1613, 2013, 2113, 2143, 2215, or 2283)
4. Computer Proficiency Requirement (BIM 1513 or CIS 1003)

**Humanities (9 Hours)**

1. Humanities, Philosophy, and Lit (ENG 2313, 3893; HUM 2113, 2223, 2313; or PHIL 2113, 2223)
2. Fine Arts (ART 1003, 1103, 2103, 3013, 3083; MUS 1113, 1123, 3133; THTR 1143, 1183, 2183, or 3183)
3. Foreign Language (CHTW 1513; FREN1113; GERM1113; SPAN1113, 1223; ASL 1113; NS 1213)

**MAJOR/MINOR REQUIREMENTS: Liberal and Applied Studies ..... 72 Semester Hours**

The Bachelor of Science in Liberal and Applied Studies degree program has three components. These components are general education, liberal and applied studies emphasis, and electives. Students must have a minimum of 40 upper-division (3000 and above) credit hours.

The **electives** component will consist of 8-11 hours depending on the amount of credit needed to complete the 124 hour degree requirement.

The **Liberal and Applied Studies emphasis** component requires the completion of a minimum of 12 semester hours of course work in four of the following six concentration groups. In addition, students must complete a major concentration by earning an additional 24 semester hours in one of the selected groups, giving 36 total hours in one group and a total of 72 hours in the liberal studies component. (Note: Some of the areas within the groups listed below require admission to programs (e.g. nursing) and some of the courses in these areas may have prerequisites.)

**Group 1 Arts**

Art, Music Theatre

**Group 2 Humanities**

English, History, Languages, Philosophy

**Group 3 Natural Sciences**

Biological Science, Environmental Science, Mathematics, Physical Science

**Group 4 Applied Sciences**

Aviation, Computer Science, Education Tech, Nursing, Safety, Wildlife/Conservation

**Group 5 Behavioral Sciences**

Geography, Political Science, Psychology, Sociology

**Group 6 Applied Behavioral Sciences**

Communication, Criminal Justice, Education, Kinesiology, Leadership

**Program:**        **MANAGEMENT**  
**Major:**            Management  
**Degree:**    Bachelor of Business Administration (B.B.A.)

**Dept:**            Management and Marketing  
**School:**        John Massey School of Business  
**Major Code:**    027

**GENERAL EDUCATION ..... 44 Semester hours**

**Communications (9 Hours)**

1. English (ENG 1113 and ENG 1213)
2. Speech Communication (COMM 1233 or 2213)

**Social and Behavioral Sciences (12 Hours)**

1. Political Science (POSC 1513)
2. American History (HIST 1513 or 1523)
3. Social Science (ECON 2113, GEOG 2723, HIST 3513, or SOC 1113)
4. Mental and Physical Health (KIN 1113 or PSY 1113)

**Science and Mathematics (14 Hours)**

1. Biological Sciences (BIOL 1114 or 1404)
2. Physical Sciences (CHEM 1004, 1114, 1315; PHYS 1114, 2015; PSCI 1114, 1214, or 1414)
3. Mathematics (MATH 1303, 1513, 1543, 1613, 2013, 2113, 2143, 2215, or 2283)
4. Computer Proficiency Requirement (BIM 1513 or CIS 1003)

**Humanities (9 Hours)**

1. Humanities, Philosophy, and Lit (ENG 2313, 3893; HUM 2113, 2223, 2313; or PHIL 2113, 2223)
2. Fine Arts (ART 1003, 1103, 2103, 3013, 3083; MUS 1113, 1123, 3133; THTR 1143, 1183, 2183, or 3183)
3. Foreign Language (CHTW 1513; FREN1113; GERM1113; SPAN1113, 1223; ASL 1113; NS 1213)

**MAJOR Requirements: Management..... 49 Semester Hours**

**Business Core (28 semester hours):**

BIM 3183    Business Information Management  
 BLAW 3123   Legal Environment of Business  
 ECON 2213   Principles of Microeconomics  
 ENG 3903    Business and Professional Writing  
 BUS 2633    Business Statistics  
 BUS 3333    Business Ethics  
 BUS 4901    Career Development Seminar  
 MKT 3233    Principles of Marketing  
 MNGT 3113   Management and Organizational Behavior  
 MNGT 4443   International Business

**Management Major (15 semester hours):**

MNGT 3243   Production and Operations Management  
 MNGT 3443   Supervisory Management  
 MNGT 3533   Human Resource Management  
 MNGT 4353   Management Science  
 MNGT 4663   Entrepreneurship and New Ventures

**Electives (6 semester hours):**

Selected in consultation with an advisor

**Graduation GPA Requirement:**

The Bachelor of Business Administration program in Management requires that students achieve a 2.0 GPA in the business core, AND a 2.0 GPA in the area of specialization in addition to the University graduation GPA requirements.

**NOTE:**

All business core classes must be completed with a grade of C or better.

**NOTE:** Junior level standing is a prerequisite for enrollment in any 3000 or 4000 level business course.

**Program:** MANAGEMENT  
**Major/Minor:** Management  
**Degree:** Bachelor of Business Administration (B.B.A.)

**Dept:** Management and Marketing  
**School:** John Massey School of Business  
**Major Code:** 027

**GENERAL EDUCATION ..... 44 Semester hours**

**Specified General Education Requirements**

COMM 2213 Business and Professional Speaking  
 ECON 2113 Principles of Macroeconomics  
 MATH 1513 College Algebra or math course with college algebra as a prerequisite

Communications (9 Hours)

1. English (ENG 1113 and ENG 1213)
2. Speech Communication (COMM 2213)

Social and Behavioral Sciences (12 Hours)

1. Political Science (POSC 1513)
2. American History (HIST 1513 or 1523)
3. Social Science (ECON 2113)
4. Mental and Physical Health (KIN 1113 or PSY 1113)

Science and Mathematics (14 Hours)

1. Biological Sciences (BIOL 1114 or 1404)
2. Physical Sciences (CHEM 1004, 1114, 1315; PHYS 1114, 2015; PSCI 1114, 1214, or 1414)
3. Mathematics (MATH 1513, 1613, 2113, 2143, or 2215)
4. Computer Proficiency Requirement (BIM 1513 or CIS 1003)

Humanities (9 Hours)

1. Humanities, Philosophy, and Lit (ENG 2313, 3893; HUM 2113, 2223, 2313; or PHIL 2113, 2223)
2. Fine Arts (ART 1003, 1103, 2103, 3013, 3083; MUS 1113, 1123, 3133; THTR 1143, 1183, 2183, or 3183)
3. Foreign Language (CHTW 1513; FREN1113; GERM1113; SPAN1113, 1223; ASL 1113; NS 1213)

**MAJOR/MINOR Requirements: Management..... 67 Semester Hours**

**Business Core (43 semester hours):**

ACCT 2103 Fundamentals of Financial Accounting  
 ACCT 2203 Fundamentals of Managerial Accounting  
 BIM 3183 Business Information Management  
 BLAW 3123 Legal Environment of Business  
 ECON 2213 Principles of Microeconomics  
 ENG 3903 Business and Professional Writing  
 BUS 2633 Business Statistics  
 BUS 3333 Business Ethics  
 BUS 4901 Career Development Seminar  
 FIN 3113 Business Finance  
 MKT 3233 Principles of Marketing  
 MNGT 3113 Management and Organizational Behavior  
 MNGT 3243 Production and Operations Management  
 MNGT 4443 International Business  
 MNGT 4633 Business Policy

**Management Major (18 semester hours):**

MNGT 3343 Small Business Management  
 MNGT 3443 Supervisory Management  
 MNGT 3533 Human Resource Management  
 MNGT 4353 Management Science  
 MNGT 4653 Contemporary Issues in Management  
 MNGT 4663 Entrepreneurship and New Ventures

**Electives (6 semester hours):**

Electives may be selected from any upper-level ACCT, BUS, FIN, MNGT or MKT course. At least one must be at the 4000 level.

**Graduation GPA Requirement:**

The Bachelor of Business Administration program in Management requires that students achieve a 2.0 GPA in the business core, AND a 2.0 GPA in the area of specialization in addition to the University graduation GPA requirements.

**NOTE:**

All business core classes must be completed with a grade of C or better.

**NOTE:** Students completing the Business Core plus Management Major will not be required to complete a minor. This program is equivalent to a major-minor. The major program is just one component of a baccalaureate degree.

**NOTE:** Junior level standing is a prerequisite for enrollment in any 3000 or 4000 level business course.

**Program: MANAGEMENT**  
 Major/Minor: Hospitality Management  
 Degree: Bachelor of Business Administration (B.B.A.)

Dept: Management and Marketing  
 School: John Massey School of Business  
 Major Code: 027

**GENERAL EDUCATION ..... 44 Semester hours**

**Communications (9 Hours)**

1. English (ENG 1113 and ENG 1213)
2. Speech Communication (COMM 1233 or 2213)

**Social and Behavioral Sciences (12 Hours)**

1. Political Science (POSC 1513)
2. American History (HIST 1513 or 1523)
3. Social Science (ECON 2113, GEOG 2723, HIST 3513, or SOC 1113)
4. Mental and Physical Health (KIN 1113 or PSY 1113)

**Science and Mathematics (14 Hours)**

1. Biological Sciences (BIOL 1114 or 1404)
2. Physical Sciences (CHEM 1004, 1114, 1315; PHYS 1114, 2015; PSCI 1114, 1214, or 1414)
3. Mathematics (MATH 1303, 1513, 1543, 1613, 2013, 2113, 2143, 2215, or 2283)
4. Computer Proficiency Requirement (BIM 1513 or CIS 1003)

**Humanities (9 Hours)**

1. Humanities, Philosophy, and Lit (ENG 2313, 3893; HUM 2113, 2223, 2313; or PHIL 2113, 2223)
2. Fine Arts (ART 1003, 1103, 2103, 3013, 3083; MUS 1113, 1123, 3133; THTR 1143, 1183, 2183, or 3183)
3. Foreign Language (CHTW 1513; FREN1113; GERM1113; SPAN1113, 1223; ASL 1113; NS 1213)

**MAJOR/MINOR REQUIREMENTS: Management ..... 67 Semester Hours**

**Business Core (43 semester hours):**

ACCT 2103 Fundamentals of Financial Accounting  
 ACCT 2203 Fundamentals of Managerial Accounting  
 BIM 3183 Business Information Management  
 BLAW 3123 Legal Environment of Business  
 ECON 2213 Principles of Microeconomics  
 ENG 3903 Business and Professional Writing  
 BUS 2633 Business Statistics  
 BUS 3333 Business Ethics  
 BUS 4901 Career Development Seminar  
 FIN 3113 Business Finance  
 MKT 3233 Principles of Marketing  
 MNGT 3113 Management and Organizational Behavior  
 MNGT 3243 Production and Operations Management  
 MNGT 4443 International Business  
 MNGT 4633 Business Policy

**Graduation GPA Requirement:**

The Bachelor of Business Administration program in Management requires that students achieve a 2.0 GPA in the business core, AND a 2.0 GPA in the area of specialization in addition to the University graduation GPA requirements.

**NOTE:**

All business core classes must be completed with a grade of C or better.

**NOTE:** Junior level standing is a prerequisite for enrollment in any 3000 or 4000 level business course.

**Hospitality Management (24 semester hours)**

MNGT 3443 Supervisory Management  
 MNGT 3153 Hospitality Management  
 MNGT 4533 Hospitality Human Resource Mngt  
 MNGT 3733 Native American Gaming Mngt  
 MNGT 3933 Restaurant Operations  
 MNGT 3943 Hotel Operations  
 MKT 4433 Hospitality and Tourism Marketing  
 MNGT 4950 Internship (3 hours)

**Program:**       **MARKETING**  
**Major:**         Marketing  
**Degree:**    Bachelor of Business Administration (B.B.A.)

**Dept:**         Management and Marketing  
**School:**     John Massey School of Business  
**Major Code:**   095

**GENERAL EDUCATION ..... 44 Semester hours**

**Communications (9 Hours)**

1. English (ENG 1113 and ENG 1213)
2. Speech Communication (COMM 1233 or 2213)

**Social and Behavioral Sciences (12 Hours)**

1. Political Science (POSC 1513)
2. American History (HIST 1513 or 1523)
3. Social Science (ECON 2113, GEOG 2723, HIST 3513, or SOC 1113)
4. Mental and Physical Health (KIN 1113 or PSY 1113)

**Science and Mathematics (14 Hours)**

1. Biological Sciences (BIOL 1114 or 1404)
2. Physical Sciences (CHEM 1004, 1114, 1315; PHYS 1114, 2015; PSCI 1114, 1214, or 1414)
3. Mathematics (MATH 1303, 1513, 1543, 1613, 2013, 2113, 2143, 2215, or 2283)
4. Computer Proficiency Requirement (BIM 1513 or CIS 1003)

**Humanities (9 Hours)**

1. Humanities, Philosophy, and Lit (ENG 2313, 3893; HUM 2113, 2223, 2313; or PHIL 2113, 2223)
2. Fine Arts (ART 1003, 1103, 2103, 3013, 3083; MUS 1113, 1123, 3133; THTR 1143, 1183, 2183, or 3183)
3. Foreign Language (CHTW 1513; FREN1113; GERM1113; SPAN1113, 1223; ASL 1113; NS 1213)

**MAJOR REQUIREMENTS: Marketing..... 49 Semester Hours**

**Business Core (28 semester hours):**

BIM 3183   Business Information Management  
 BLAW 3123   Legal Environment of Business  
 ECON 2213   Principles of Microeconomics  
 ENG 3903   Business and Professional Writing  
 BUS 2633   Business Statistics  
 BUS 3333   Business Ethics  
 BUS 4901   Career Development Seminar  
 MKT 3233   Principles of Marketing  
 MNGT 3113   Management and Organizational Behavior  
 MNGT 4443   International Business

**Marketing Major (15 semester hours):**

MKT 3633   Consumer Behavior  
 MKT 4123   International Marketing  
 MKT 4333   Marketing Research  
 MKT 4453   Marketing Logistics & Supply Chain Mngt  
 MKT 4643   Marketing Management

**Electives (6 semester hours):**

Selected in consultation with an advisor

**Graduation GPA Requirement:**

The Bachelor of Business Administration program in Marketing requires that students achieve a 2.0 GPA in the business core, AND a 2.0 GPA in the area of specialization in addition to the University graduation GPA requirements.

**NOTE:**

All business core classes must be completed with a grade of C or better.

**NOTE:** Junior level standing is a prerequisite for enrollment in any 3000 or 4000 level business course

**Program:**        **MARKETING**  
**Major/Minor:**   Marketing  
**Degree:**   Bachelor of Business Administration (B.B.A.)

**Dept:**            Management and Marketing  
**School:**        John Massey School of Business  
**Major Code:**   095

**GENERAL EDUCATION ..... 44 Semester hours**

**Specified General Education Requirements**

COMM 2213 Business and Professional Speaking  
 ECON 2113 Principles of Macroeconomics  
 MATH 1513 College Algebra or math course with college algebra as a prerequisite

Communications (9 Hours)

1. English (ENG 1113 and ENG 1213)
2. Speech Communication (COMM 2213)

Social and Behavioral Sciences (12 Hours)

1. Political Science (POSC 1513)
2. American History (HIST 1513 or 1523)
3. Social Science (ECON 2113)
4. Mental and Physical Health (KIN 1113 or PSY 1113)

Science and Mathematics (14 Hours)

1. Biological Sciences (BIOL 1114 or 1404)
2. Physical Sciences (CHEM 1004, 1114, 1315; PHYS 1114, 2015; PSCI 1114, 1214, or 1414)
3. Mathematics (MATH 1513, 1613, 2113, 2143, or 2215)
4. Computer Proficiency Requirement (BIM 1513 or CIS 1003)

Humanities (9 Hours)

1. Humanities, Philosophy, and Lit (ENG 2313, 3893; HUM 2113, 2223, 2313; or PHIL 2113, 2223)
2. Fine Arts (ART 1003, 1103, 2103, 3013, 3083; MUS 1113, 1123, 3133; THTR 1143, 1183, 2183, or 3183)
3. Foreign Language (CHTW 1513; FREN1113; GERM1113; SPAN1113, 1223; ASL 1113; NS 1213)

**MAJOR/MINOR REQUIREMENTS: Marketing..... 67 Semester Hours**

**Business Core (43 semester hours):**

ACCT 2103 Fundamentals of Financial Accounting  
 ACCT 2203 Fundamentals of Managerial Accounting  
 BIM 3183 Business Information Management  
 BLAW 3123 Legal Environment of Business  
 ECON 2213 Principles of Microeconomics  
 ENG 3903 Business and Professional Writing  
 BUS 2633 Business Statistics  
 BUS 3333 Business Ethics  
 BUS 4901 Career Development Seminar  
 FIN 3113 Business Finance  
 MKT 3233 Principles of Marketing  
 MNGT 3113 Management and Organizational Behavior  
 MNGT 3243 Production and Operations Management  
 MNGT 4443 International Business  
 MNGT 4633 Business Policy

**Required (9 semester hours):**

MKT 3633 Consumer Behavior  
 MKT 4333 Marketing Research  
 MKT 4643 Marketing Management

**Electives (9 semester hours):**

MKT 3433 Retailing  
 MKT 3643 Integrated Marketing Communications  
 MKT 4123 International Marketing  
 MKT 4243 Sales and Sales Management  
 MKT 4653 Contemporary Issues in Marketing

**Additional Electives (6 semester hours):**

Electives may be selected from any upper-level ACCT, BUS, FIN, MNGT or MKT course.

At least one must be at the 4000 level.

**Graduation GPA Requirement:**

The Bachelor of Business Administration program in Marketing requires that students achieve a 2.0 GPA in the business core, AND a 2.0 GPA in the area of specialization in addition to the University graduation GPA requirements.

**NOTE:**

All business core classes must be completed with a grade of C or better.

**NOTE:** Junior level standing is a prerequisite for enrollment in any 3000 or 4000 level business course

**Program:** MATHEMATICS  
**Major:** Mathematics  
**Degree:** Bachelor of Science (B.S.)

**Dept:** Mathematics  
**School:** Arts and Sciences  
**Major Code:** 028

**GENERAL EDUCATION ..... 44 Semester hours**

**Specified General Education Requirement**

MATH 2215 Calculus I

Communications (9 Hours)

1. English (ENG 1113 and ENG 1213)
2. Speech Communication (COMM 1233 or 2213)

Social and Behavioral Sciences (12 Hours)

1. Political Science (POSC 1513)
2. American History (HIST 1513 or 1523)
3. Social Science (ECON 2113, GEOG 2723, HIST 3513, or SOC 1113)
4. Mental and Physical Health (KIN 1113 or PSY 1113)

Science and Mathematics (14 Hours)

1. Biological Sciences (BIOL 1114 or 1404)
2. Physical Sciences (CHEM 1004, 1114, 1315; PHYS 1114, 2015; PSCI 1114, 1214, or 1414)
3. Mathematics (MATH 2215)
4. Computer Proficiency Requirement (BIM 1513 or CIS 1003)

Humanities (9 Hours)

1. Humanities, Philosophy, and Lit (ENG 2313, 3893; HUM 2113, 2223, 2313; or PHIL 2113, 2223)
2. Fine Arts (ART 1003, 1103, 2103, 3013, 3083; MUS 1113, 1123, 3133; THTR 1143, 1183, 2183, or 3183)
3. Foreign Language (CHTW 1513; FREN1113; GERM1113; SPAN1113, 1223; ASL 1113; NS 1213)

**MAJOR REQUIREMENTS: Mathematics ..... 37 Semester Hours**

MATH 2315 Calculus II

MATH 3283 Foundations of Mathematics

MATH 4133 Linear Algebra

MATH 4233 Abstract Algebra I

MATH 4113 Real Analysis

MATH 4980 (two hours) Senior Seminar

One of the following:

MATH 3113 Multivariate Calculus  
MATH 3213 Differential Equations

One of the following:

STAT 3363 Probability Theory  
STAT 4353 Mathematical Statistics

One of the following:

MATH 4213 Complex Variables  
MATH 4333 Abstract Algebra II  
STAT 4463 Probability Theory II

Nine hours of electives, as follows, approved by the Department of Mathematics:

- Six hours of upper-division mathematics or statistics.
- Three hours of computer science programming or MATH 2003 Technology for Mathematics.



**Program:** MATHEMATICS EDUCATION  
**Major:** Mathematics Education  
**Degree:** Bachelor of Science (B.S.)

**Dept:** Mathematics  
**School:** Arts and Sciences  
**Major Code:** 029

**GENERAL EDUCATION ..... 44 Semester hours**

**Specified General Education Requirement**

MATH 2113 Analytic Geometry

Communications (9 Hours)

1. English (ENG 1113 and ENG 1213)
2. Speech Communication (COMM 1233 or 2213)

Social and Behavioral Sciences (12 Hours)

1. Political Science (POSC 1513)
2. American History (HIST 1513 or 1523)
3. Social Science (ECON 2113, GEOG 2723, HIST 3513, or SOC 1113)
4. Mental and Physical Health (KIN 1113 or PSY 1113)

Science and Mathematics (14 Hours)

1. Biological Sciences (BIOL 1114 or 1404)
2. Physical Sciences (CHEM 1004, 1114, 1315; PHYS 1114, 2015; PSCI 1114, 1214, or 1414)
3. Mathematics (MATH 2113)
4. Computer Proficiency Requirement (BIM 1513 or CIS 1003)

Humanities (9 Hours)

1. Humanities, Philosophy, and Lit (ENG 2313, 3893; HUM 2113, 2223, 2313; or PHIL 2113, 2223)
2. Fine Arts (ART 1003, 1103, 2103, 3013, 3083; MUS 1113, 1123, 3133; THTR 1143, 1183, 2183, or 3183)
3. Foreign Language (CHTW 1513; FREN1113; GERM1113; SPAN1113, 1223; ASL 1113; NS 1213)

**MAJOR REQUIREMENTS: Mathematics Education ..... 39 Semester Hours**

MATH 2003 Technology for Mathematics  
 MATH 2215 Calculus I  
 MATH 2315 Calculus II  
 MATH 3283 Foundations of Mathematics  
 MATH 3323 College Geometry  
 MATH 4133 Linear Algebra  
 MATH 4233 Abstract Algebra I  
 MATH 4653 History of Mathematics  
 MATH 4980 (two hours) Senior Seminar

One of the following:

MATH 4113 Real Analysis  
 MATH 4213 Complex Variables  
 MATH 4223 Point Set Topology

One of the following:

STAT 3363 Probability Theory  
 STAT 4353 Mathematical Statistics

Three additional hours of elective upper-division mathematics or statistics approved by the Department of Mathematics:

**Program:** MUSIC  
**Major:** Music  
**Degree:** Bachelor of Arts (B.A.)

**Dept:** Music  
**School:** Arts and Sciences  
**Major Code:** 036

**GENERAL EDUCATION ..... 44 Semester hours**

**Communications (9 Hours)**

1. English (ENG 1113 and ENG 1213)
2. Speech Communication (COMM 1233 or 2213)

**Social and Behavioral Sciences (12 Hours)**

1. Political Science (POSC 1513)
2. American History (HIST 1513 or 1523)
3. Social Science (ECON 2113, GEOG 2723, HIST 3513, or SOC 1113)
4. Mental and Physical Health (KIN 1113 or PSY 1113)

**Science and Mathematics (14 Hours)**

1. Biological Sciences (BIOL 1114 or 1404)
2. Physical Sciences (CHEM 1004, 1114, 1315; PHYS 1114, 2015; PSCI 1114, 1214, or 1414)
3. Mathematics (MATH 1303, 1513, 1543, 1613, 2013, 2113, 2143, 2215, or 2283)
4. Computer Proficiency Requirement (BIM 1513 or CIS 1003)

**Humanities (9 Hours)**

1. Humanities, Philosophy, and Lit (ENG 2313, 3893; HUM 2113, 2223, 2313; or PHIL 2113, 2223)
2. Fine Arts (ART 1003, 1103, 2103, 3013, 3083; MUS 1113, 1123, 3133; THTR 1143, 1183, 2183, or 3183)
3. Foreign Language (CHTW 1513; FREN1113; GERM1113; SPAN1113, 1223; ASL 1113; NS 1213)

**MAJOR REQUIREMENTS: Music ..... 49 Semester Hours**

**Core Courses (24 semester hours)**

**Music Theory and Literature**

- MUS 1101 Music Theory and Literature I Aural Lab  
 MUS 1203 Music Theory and Literature I; Introduction to Music Study  
 MUS 1231 Music Theory and Literature II Aural Lab  
 MUS 1243 Music Theory and Literature II; Elementary Writing and Analysis  
 MUS 2201 Music Theory and Literature III Aural Lab  
 MUS 2213 Music Theory and Literature III: Intermediate Writing and Analysis  
 MUS 2231 Music Theory and Literature IV Aural Lab  
 MUS 2243 Music Theory and Literature IV; Advanced Writing and Analysis

**History of Music**

- MUS 3113 History of Music I  
 MUS 3123 History of Music II

**Conducting**

- MUS 3471 Principles of Conducting

**Class Piano**

- MUS 2341 - Elementary Class Piano I  
 MUS 2441 - Elementary Class Piano II

**Applied Music**

- Six semesters of major ensemble for a minimum of 6 hours of credit \*  
 Six hours Applied Music (at least two at the 4000-level)

**Music Electives**

- Any 8 semester hours of classes with a MUS prefix

**Capstone Experience**

- MUS 4960 Directed Readings in Music (2hrs)  
 MUS 4440 Capstone Project (2hrs)

**Recital Attendance**

- MUS 1400 – Recital Attendance (must be completed four times successfully)

**Required General Education:**

- MUS 1123 Music Literature and Appreciation  
 Three hours of Foreign Language

**Required Program Support Courses:**

- ORIE 1002 – College Success (for Music majors)  
 Three additional hours of foreign language

**To fulfill the Liberal Arts and Sciences hour requirement for the BA degree:**

- Nine additional semester hours of liberal arts and sciences must be selected from the following:

- ART 1103 or 3083  
 THTR 1183 or 2183 or 3183  
 ENG 2313 or 3893

\*Students must enroll in at least one major ensemble per semester until degree requirements are met. Vocal major ensembles include Southeastern Chorale and University Singers (if placed into this ensemble by audition). Instrumental major ensembles include Spirit of Southeastern Marching Band, Symphonic Winds, and Concert Band (if placed into this ensemble by audition).

**Program:** MUSIC EDUCATION  
**Major:** Music Education-Instrumental  
**Degree:** Bachelor of Music Education (B.M.E.)

**Dept:** Music  
**School:** Arts and Sciences  
**Major Code:** 037

**GENERAL EDUCATION ..... 44 Semester hours**

**Communications (9 Hours)**

1. English (ENG 1113 and ENG 1213)
2. Speech Communication (COMM 1233 or 2213)

**Social and Behavioral Sciences (12 Hours)**

1. Political Science (POSC 1513)
2. American History (HIST 1513 or 1523)
3. Social Science (ECON 2113, GEOG 2723, HIST 3513, or SOC 1113)
4. Mental and Physical Health (KIN 1113 or PSY 1113)

**Science and Mathematics (14 Hours)**

1. Biological Sciences (BIOL 1114 or 1404)
2. Physical Sciences (CHEM 1004, 1114, 1315; PHYS 1114, 2015; PSCI 1114, 1214, or 1414)
3. Mathematics (MATH 1303, 1513, 1543, 1613, 2013, 2113, 2143, 2215, or 2283)
4. Computer Proficiency Requirement (BIM 1513 or CIS 1003)

**Humanities (9 Hours)**

1. Humanities, Philosophy, and Lit (ENG 2313, 3893; HUM 2113, 2223, 2313; or PHIL 2113, 2223)
2. Fine Arts (ART 1003, 1103, 2103, 3013, 3083; MUS 1113, 1123, 3133; THTR 1143, 1183, 2183, or 3183)
3. Foreign Language (CHTW 1513; FREN1113; GERM1113; SPAN1113, 1223; ASL 1113; NS 1213)

**MAJOR REQUIREMENTS: Music Education ..... 53 Semester Hours**

**Core Courses (24 semester hours)**

**Music Theory and Literature**

MUS 1101 Music Theory and Literature I Aural Lab  
 MUS 1203 Music Theory and Literature I; Introduction to Music Study  
 MUS 1231 Music Theory and Literature II Aural Lab  
 MUS 1243 Music Theory and Literature II; Elementary Writing and Analysis  
 MUS 2201 Music Theory and Literature III Aural Lab  
 MUS 2213 Music Theory and Literature III: Intermediate Writing and Analysis  
 MUS 2231 Music Theory and Literature IV Aural Lab  
 MUS 2243 Music Theory and Literature IV; Advanced Writing and Analysis

**History of Music**

MUS 3113 History of Music I  
 MUS 3123 History of Music II

**Music Education**

MUS 1302 Intro to Music Education

**Instrumental (29 semester hours)**

MUS 3471 Principles of Conducting  
 MUS 3481 Instrumental Conducting  
 MUS 3332 Marching Band Techniques  
 MUS 3182 Wind Band Literature

**Applied Music (23 hours)**

Four hours Piano (MUS 2341, 2441, 2541, 2641)+

Seven hours Primary Instrument (2510, 4510)  
 (minimum three hours upper level)

MUS 2401 Elementary Brass Class  
 MUS 2411 Woodwinds Methods  
 MUS 2431 Percussion Methods  
 MUS 2421 String Methods  
 MUS 2361 Adolescent Voice

Seven semesters of major ensemble for a minimum of 7 hours of credit \*

**Program:** MUSIC EDUCATION  
**Major:** Music Education-Vocal  
**Degree:** Bachelor of Music Education (B.M.E.)

**Dept:** Music  
**School:** Arts and Sciences  
**Major Code:** 037

**GENERAL EDUCATION ..... 44 Semester hours**

**Communications (9 Hours)**

1. English (ENG 1113 and ENG 1213)
2. Speech Communication (COMM 1233 or 2213)

**Social and Behavioral Sciences (12 Hours)**

1. Political Science (POSC 1513)
2. American History (HIST 1513 or 1523)
3. Social Science (ECON 2113, GEOG 2723, HIST 3513, or SOC 1113)
4. Mental and Physical Health (KIN 1113 or PSY 1113)

**Science and Mathematics (14 Hours)**

1. Biological Sciences (BIOL 1114 or 1404)
2. Physical Sciences (CHEM 1004, 1114, 1315; PHYS 1114, 2015; PSCI 1114, 1214, or 1414)
3. Mathematics (MATH 1303, 1513, 1543, 1613, 2013, 2113, 2143, 2215, or 2283)
4. Computer Proficiency Requirement (BIM 1513 or CIS 1003)

**Humanities (9 Hours)**

1. Humanities, Philosophy, and Lit (ENG 2313, 3893; HUM 2113, 2223, 2313; or PHIL 2113, 2223)
2. Fine Arts (ART 1003, 1103, 2103, 3013, 3083; MUS 1113, 1123, 3133; THTR 1143, 1183, 2183, or 3183)
3. Foreign Language (CHTW 1513; FREN1113; GERM1113; SPAN1113, 1223; ASL 1113; NS 1213)

**MAJOR REQUIREMENTS: Music Education ..... 54 Semester Hours**

**Core Courses (24 semester hours)**

**Music Theory and Literature**

MUS 1101 Music Theory and Literature I Aural Lab  
 MUS 1203 Music Theory and Literature I; Introduction to Music Study  
 MUS 1231 Music Theory and Literature II Aural Lab  
 MUS 1243 Music Theory and Literature II; Elementary Writing and Analysis  
 MUS 2201 Music Theory and Literature III Aural Lab  
 MUS 2213 Music Theory and Literature III: Intermediate Writing and Analysis  
 MUS 2231 Music Theory and Literature IV Aural Lab  
 MUS 2243 Music Theory and Literature IV; Advanced Writing and Analysis

**History of Music**

MUS 3113 History of Music I  
 MUS 3123 History of Music II

**Music Education**

MUS 1302 Intro to Music Education

**Vocal (30 semester hours)**

MUS 3471 Principles of Conducting  
 MUS 3491 Choral Conducting  
 MUS 2471 Lyric Diction I  
 MUS 2481 Lyric Diction II  
 MUS 3192 Choral Literature  
 MUS 3362 Vocal Pedagogy

**Applied Music (22 hours)**

Six hours of Piano (MUS 2341, 2441, 2541, 2641, 3441, 3541); seven hours of Voice (VCE 2510, 4510); (minimum of three hours upper level) and two (2) hours of secondary instruments.

Seven semesters of major ensemble for a minimum of 7 hours of credit \*

**Program:** MUSIC EDUCATION  
**Major:** Music Education-Piano/Vocal  
**Degree:** Bachelor of Music Education (B.M.E.)

**Dept:** Music  
**School:** Arts and Sciences  
**Major Code:** 037

**GENERAL EDUCATION ..... 44 Semester hours**

**Communications (9 Hours)**

1. English (ENG 1113 and ENG 1213)
2. Speech Communication (COMM 1233 or 2213)

**Social and Behavioral Sciences (12 Hours)**

1. Political Science (POSC 1513)
2. American History (HIST 1513 or 1523)
3. Social Science (ECON 2113, GEOG 2723, HIST 3513, or SOC 1113)
4. Mental and Physical Health (KIN 1113 or PSY 1113)

**Science and Mathematics (14 Hours)**

1. Biological Sciences (BIOL 1114 or 1404)
2. Physical Sciences (CHEM 1004, 1114, 1315; PHYS 1114, 2015; PSCI 1114, 1214, or 1414)
3. Mathematics (MATH 1303, 1513, 1543, 1613, 2013, 2113, 2143, 2215, or 2283)
4. Computer Proficiency Requirement (BIM 1513 or CIS 1003)

**Humanities (9 Hours)**

1. Humanities, Philosophy, and Lit (ENG 2313, 3893; HUM 2113, 2223, 2313; or PHIL 2113, 2223)
2. Fine Arts (ART 1003, 1103, 2103, 3013, 3083; MUS 1113, 1123, 3133; THTR 1143, 1183, 2183, or 3183)
3. Foreign Language (CHTW 1513; FREN1113; GERM1113; SPAN1113, 1223; ASL 1113; NS 1213)

**MAJOR REQUIREMENTS: Music Education ..... 55 Semester Hours**

**Core Courses (24 semester hours)**

**Music Theory and Literature**

MUS 1101 Music Theory and Literature I Aural Lab  
 MUS 1203 Music Theory and Literature I; Introduction to Music Study  
 MUS 1231 Music Theory and Literature II Aural Lab  
 MUS 1243 Music Theory and Literature II; Elementary Writing and Analysis  
 MUS 2201 Music Theory and Literature III Aural Lab  
 MUS 2213 Music Theory and Literature III: Intermediate Writing and Analysis  
 MUS 2231 Music Theory and Literature IV Aural Lab  
 MUS 2243 Music Theory and Literature IV; Advanced Writing and Analysis

**History of Music**

MUS 3113 History of Music I  
 MUS 3123 History of Music II

**Music Education**

MUS 1302 Intro to Music Education

**Piano/Vocal (29 semester hours)**

MUS 3471 Principles of Conducting  
 MUS 3491 Choral Conducting  
 MUS 2471 Lyric Diction I  
 MUS 2481 Lyric Diction II  
 MUS 3362 Vocal Pedagogy

**Applied Music (23 hours)**

Seven hours of Piano (MUS 2510, 4510) (minimum six hours upper level); seven hours Secondary Voice (MUS 1510, 3510) (minimum 3 hours upper level);  
 Two hours of secondary instruments.  
 Seven semesters of major ensemble for a minimum of 7 hours of credit \*

**Program:** MUSIC PERFORMANCE  
**Major/Minor:** Music Performance-Instrumental  
**Degree:** Bachelor of Music (B.M.)

**Dept:** Music  
**School:** Arts and Sciences  
**Major Code:** 068

**GENERAL EDUCATION ..... 44 Semester hours**

**Communications (9 Hours)**

1. English (ENG 1113 and ENG 1213)
2. Speech Communication (COMM 1233 or 2213)

**Social and Behavioral Sciences (12 Hours)**

1. Political Science (POSC 1513)
2. American History (HIST 1513 or 1523)
3. Social Science (ECON 2113, GEOG 2723, HIST 3513, or SOC 1113)
4. Mental and Physical Health (KIN 1113 or PSY 1113)

**Science and Mathematics (14 Hours)**

1. Biological Sciences (BIOL 1114 or 1404)
2. Physical Sciences (CHEM 1004, 1114, 1315; PHYS 1114, 2015; PSCI 1114, 1214, or 1414)
3. Mathematics (MATH 1303, 1513, 1543, 1613, 2013, 2113, 2143, 2215, or 2283)
4. Computer Proficiency Requirement (BIM 1513 or CIS 1003)

**Humanities (9 Hours)**

1. Humanities, Philosophy, and Lit (ENG 2313, 3893; HUM 2113, 2223, 2313; or PHIL 2113, 2223)
2. Fine Arts (ART 1003, 1103, 2103, 3013, 3083; MUS 1113, 1123, 3133; THTR 1143, 1183, 2183, or 3183)
3. Foreign Language (CHTW 1513; FREN1113; GERM1113; SPAN1113, 1223; ASL 1113; NS 1213)

**MAJOR/MINOR REQUIREMENTS: Music Performance ..... 81 Semester Hours**

Entrance Audition - All students wishing to pursue the BM Performance degree MUST audition to gain admittance into the program. This audition can take place in any semester but students are encouraged to audition by the end of the fourth semester of study.

**Core Courses (56 semester hours)**

**Music Theory and Literature**

- MUS 1101 Music Theory and Literature I Aural Lab  
 MUS 1203 Music Theory and Literature I Introduction to Music Study  
 MUS 1231 Music Theory and Literature II Aural Lab  
 MUS 1243 Music Theory and Literature II; Elementary Writing and Analysis  
 MUS 2201 Music Theory and Literature III Aural Lab  
 MUS 2213 Music Theory and Literature III; Intermediate Writing and Analysis  
 MUS 2231 Music Theory and Literature IV Aural Lab  
 MUS 2243 Music Theory and Literature IV; Advanced Writing and Analysis  
 MUS 3213 Music Theory and Literature V; Contrapuntal Writing and Analysis  
 MUS 3243 Music Theory and Literature VI; Contemporary Writing and Analysis

**History of Music**

- MUS 3113 History of Music I  
 MUS 3123 History of Music II

**Conducting (two hours selected from)**

- MUS 3471 Principles of Conducting  
 MUS 3481 Instrumental Conducting  
 MUS 3491 Choral Conducting

**Performance**

- Applied Music: Eight lower level and Twelve upper level hours of Major Instrument or Voice (2510,4510)  
 Two hours of solo literature  
 Two hours of pedagogy  
 Two hours of directed reading in Music History

**Instrumental Performance (25 semester hours)**

- Five hours of Piano (Students may be required to take two semesters of MUS 2141 based on placement exam)  
 Four hours of Instrumental Chamber Music Ensembles  
 Eight semesters of major ensemble for a minimum of 8 hours of credit \*  
 MUS 3133 Introduction to World Music  
 Two hours of Recital Performance (MUS 4241)  
 MUS 3383 Music Technology and Integration

**Required Program Support Courses:**

- ORIE 1002 College Success (for Music majors)

**Recital Attendance**

- MUS 1400 Recital Attendance  
 (must be completed eight times successfully)

\*Students must enroll in at least one major ensemble per semester until degree requirements are met. Vocal major ensembles include Southeastern Chorale and University Singers (if placed into this ensemble by audition).

Instrumental major ensembles include Spirit of Southeastern Marching Band, Symphonic Winds, and Concert Band (if placed into this ensemble by audition).

Candidates for the Bachelor of Music with an emphasis in Applied Music will present full recitals during both Junior and Senior years of study and must enroll in MUS 4220 each time. Bachelor of Music degree candidates must make a grade of "C" or higher in all music courses.

**Program:** MUSIC PERFORMANCE  
**Major/Minor:** Music Performance-Vocal  
**Degree:** Bachelor of Music (B.M.)

**Dept:** Music  
**School:** Arts and Sciences  
**Major Code:** 068

**GENERAL EDUCATION ..... 44 Semester hours**

**Communications (9 Hours)**

1. English (ENG 1113 and ENG 1213)
2. Speech Communication (COMM 1233 or 2213)

**Social and Behavioral Sciences (12 Hours)**

1. Political Science (POSC 1513)
2. American History (HIST 1513 or 1523)
3. Social Science (ECON 2113, GEOG 2723, HIST 3513, or SOC 1113)
4. Mental and Physical Health (KIN 1113 or PSY 1113)

**Science and Mathematics (14 Hours)**

1. Biological Sciences (BIOL 1114 or 1404)
2. Physical Sciences (CHEM 1004, 1114, 1315; PHYS 1114, 2015; PSCI 1114, 1214, or 1414)
3. Mathematics (MATH 1303, 1513, 1543, 1613, 2013, 2113, 2143, 2215, or 2283)
4. Computer Proficiency Requirement (BIM 1513 or CIS 1003)

**Humanities (9 Hours)**

1. Humanities, Philosophy, and Lit (ENG 2313, 3893; HUM 2113, 2223, 2313; or PHIL 2113, 2223)
2. Fine Arts (ART 1003, 1103, 2103, 3013, 3083; MUS 1113, 1123, 3133; THTR 1143, 1183, 2183, or 3183)
3. Foreign Language (CHTW 1513; FREN1113; GERM1113; SPAN1113, 1223; ASL 1113; NS 1213)

**MAJOR/MINOR REQUIREMENTS: Music Performance ..... 82 Semester Hours**

Entrance Audition - All students wishing to pursue the BM Performance degree MUST audition to gain admittance into the program. This audition can take place in any semester but students are encouraged to audition by the end of the fourth semester of study.

**Core Courses (56 semester hours)**

**Music Theory and Literature**

- MUS 1101 Music Theory and Literature I Aural Lab  
 MUS 1203 Music Theory and Literature I Introduction to Music Study  
 MUS 1231 Music Theory and Literature II Aural Lab  
 MUS 1243 Music Theory and Literature II; Elementary Writing and Analysis  
 MUS 2201 Music Theory and Literature III Aural Lab  
 MUS 2213 Music Theory and Literature III; Intermediate Writing and Analysis  
 MUS 2231 Music Theory and Literature IV Aural Lab  
 MUS 2243 Music Theory and Literature IV; Advanced Writing and Analysis  
 MUS 3213 Music Theory and Literature V; Contrapuntal Writing and Analysis  
 MUS 3243 Music Theory and Literature VI; Contemporary Writing and Analysis

*History of Music*

- MUS 3113 History of Music I  
 MUS 3123 History of Music II

*Conducting (two hours selected from)*

- MUS 3471 Principles of Conducting  
 MUS 3481 Instrumental Conducting  
 MUS 3491 Choral Conducting

*Performance*

- Applied Music: Eight lower level and Twelve upper level hours of Major Instrument or Voice (2510,4510)  
 Two hours of solo literature

Two hours of pedagogy

Two hours of directed reading in Music History

**Voice Performance (26 semester hours)**

Three hours in foreign language

(Note: A total of six hours of foreign language are required, three of which come from guided General Education requirements)

Six hours in Piano (MUS 2341, 2441, 2541, 2641, 3441, 3541) (Students may be required to take two semesters of MUS 2141 based on placement exam)

MUS 2471 – Lyric Diction I

MUS 2481 – Lyric Diction II

MUS 3592 – Advanced Lyric Diction

Two hours recital attendance

MUS 4410 Vocal Ensemble (Opera Theatre –3 hours)

Eight semesters of major ensemble for a minimum of 8 hours of credit \*

**Required Program Support Courses:**

ORIE 1002 College Success (for Music majors)

**Recital Attendance**

MUS 1400 Recital Attendance

(must be completed eight times successfully)

\*Students must enroll in at least one major ensemble per semester until degree requirements are met. Vocal major ensembles include Southeastern Chorale and University Singers (if placed into this ensemble by audition).

Instrumental major ensembles include Spirit of Southeastern Marching Band, Symphonic Winds, and Concert Band (if placed into this ensemble by audition).

Candidates for the Bachelor of Music with an emphasis in Applied Music will present full recitals during both Junior and Senior years of study and must enroll in MUS 4220 each time. Bachelor of Music degree candidates must make a grade of "C" or higher in all music courses.

**Program:** OCCUPATIONAL SAFETY & HEALTH  
**Major:** Occupational Safety and Health  
**Degree:** Bachelor of Sciences (B.S.)

**Dept:** Occupational Safety and Health  
**School:** John Massey School of Business  
**Major Code:** 058

**GENERAL EDUCATION ..... 44 Semester hours**

**Specified General Education Requirement**

MATH 1513 College Algebra or MATH 1543 Algebra for the Sciences

Communications (9 Hours)

1. English (ENG 1113 and ENG 1213)
2. Speech Communication (COMM 1233 or 2213)

Social and Behavioral Sciences (12 Hours)

1. Political Science (POSC 1513)
2. American History (HIST 1513 or 1523)
3. Social Science (ECON 2113, GEOG 2723, HIST 3513, or SOC 1113)
4. Mental and Physical Health (KIN 1113 or PSY 1113)

Science and Mathematics (14 Hours)

1. Biological Sciences (BIOL 1114 or 1404)
2. Physical Sciences (CHEM 1004, 1114, 1315; PHYS 1114, 2015; PSCI 1114, 1214, or 1414)
3. Mathematics (MATH 1513 or 1543)
4. Computer Proficiency Requirement (BIM 1513 or CIS 1003)

Humanities (9 Hours)

1. Humanities, Philosophy, and Lit (ENG 2313, 3893; HUM 2113, 2223, 2313; or PHIL 2113, 2223)
2. Fine Arts (ART 1003, 1103, 2103, 3013, 3083; MUS 1113, 1123, 3133; THTR 1143, 1183, 2183, or 3183)
3. Foreign Language (CHTW 1513; FREN1113; GERM1113; SPAN1113, 1223; ASL 1113; NS 1213)

**MAJOR REQUIREMENTS: Occupational Safety and Health ..... 41 Semester Hours**

SFTY 1313 Introduction to Occupational Safety and Health

STAT 2153 Statistical Methods

SFTY 2003 Introduction to Fire Science

TECH 1093 Introduction to Computer Graphics Applications

SFTY 3133 Drugs in Society

SFTY 3173 Acoustics, Vibrations & Noise Control

SFTY 3553 Construction Safety

SFTY 4003 Systems Approach to Hazard Control

SFTY 4113 Safety Training and Instructional Techniques

SFTY 4143 Safety Program Management

SFTY 4353 Industrial Hygiene

SFTY 4361 Lab Industrial Hygiene

SFTY 4163 Fundamentals of Safety Engineering and Human Factors

SFTY 4173 Legal Liability in Safety and Health Legislation

SFTY 4183 Hazardous Materials and Waste Management

SFTY 4951 Senior Seminar

One course selected from the following:

BLAW 3123 Business Law and Ethics

CHEM 1315/1114 General Chemistry I or Basic Chemistry I

MNGT 3113 Management and Organizational Behavior

MNGT 3533 Human Resource Management

MNGT 4253 Organizational Behavior

SFTY 2253 Outdoor Safety

SFTY 3103 General Safety

SFTY 3553 Construction Safety

SFTY 3663 Oil and Gas Safety and Production

SFTY 4253 Application of OS&H to Industrial Settings

SFTY 4603 Internship

SFTY 4970 Special Studies



**Program:** OCCUPATIONAL SAFETY & HEALTH  
**Major/Minor:** Occupational Safety and Health  
**Degree:** Bachelor of Sciences (B.S.)

**Dept:** Occupational Safety and Health  
**School:** John Massey School of Business  
**Major Code:** 058

**GENERAL EDUCATION ..... 44 Semester hours**

**Specified General Education Requirement**

MATH 1513 College Algebra or MATH 1543 Algebra for the Sciences

Communications (9 Hours)

1. English (ENG 1113 and ENG 1213)
2. Speech Communication (COMM 1233 or 2213)

Social and Behavioral Sciences (12 Hours)

1. Political Science (POSC 1513)
2. American History (HIST 1513 or 1523)
3. Social Science (ECON 2113, GEOG 2723, HIST 3513, or SOC 1113)
4. Mental and Physical Health (KIN 1113 or PSY 1113)

Science and Mathematics (14 Hours)

1. Biological Sciences (BIOL 1114 or 1404)
2. Physical Sciences (CHEM 1004, 1114, 1315; PHYS 1114, 2015; PSCI 1114, 1214, or 1414)
3. Mathematics (MATH 1513 or 1543)
4. Computer Proficiency Requirement (BIM 1513 or CIS 1003)

Humanities (9 Hours)

1. Humanities, Philosophy, and Lit (ENG 2313, 3893; HUM 2113, 2223, 2313; or PHIL 2113, 2223)
2. Fine Arts (ART 1003, 1103, 2103, 3013, 3083; MUS 1113, 1123, 3133; THTR 1143, 1183, 2183, or 3183)
3. Foreign Language (CHTW 1513; FREN1113; GERM1113; SPAN1113, 1223; ASL 1113; NS 1213)

**MAJOR/MINOR REQUIREMENTS: Occupational Safety and Health ..... 58 Semester Hours**

CHEM 1315/1114 General Chemistry I or Basic  
 Chemistry I

CHEM 1415/1214 General Chemistry II or Basic  
 Chemistry II

MATH 2143 Brief Calculus with Applications

MNGT 3113 Management and Organizational Behavior

PHYS 1114 General Physics I

SFTY 1313 Introduction to Occupational Safety and  
 Health

SFTY 2003 Introduction to Fire Science

SFTY 3173 Acoustics, Vibrations & Noise Control

SFTY 3553 Construction Safety

SFTY 4003 Systems Approach to Hazard Control

SFTY 4113 Safety Training and Instructional Techniques

SFTY 4143 Safety Program Management

SFTY 4163 Fundamentals of Safety Engineering and  
 Human Factors

SFTY 4173 Legal Liability in Safety and Health  
 Legislation

SFTY 4183 Hazardous Materials and Waste  
 Management

SFTY4353 Industrial Hygiene

SFTY 4361 Lab Industrial Hygiene

SFTY 4951 Senior Seminar

STAT 2153 Statistical Methods

**Program:** POLITICAL SCIENCE  
**Major:** Political Science  
**Degree:** Bachelor of Arts (B.A.)

**Dept:** Social Sciences  
**School:** Arts and Sciences  
**Major Code:** 020

**GENERAL EDUCATION ..... 44 Semester hours**

Communications (9 Hours)

1. English (ENG 1113 and ENG 1213)
2. Speech Communication (COMM 1233 or 2213)

Social and Behavioral Sciences (12 Hours)

1. Political Science (POSC 1513)
2. American History (HIST 1513 or 1523)
3. Social Science (ECON 2113, GEOG 2723, HIST 3513, or SOC 1113)
4. Mental and Physical Health (KIN 1113 or PSY 1113)

Science and Mathematics (14 Hours)

1. Biological Sciences (BIOL 1114 or 1404)
2. Physical Sciences (CHEM 1004, 1114, 1315; PHYS 1114, 2015; PSCI 1114, 1214, or 1414)
3. Mathematics (MATH 1303, 1513, 1543, 1613, 2013, 2113, 2143, 2215, or 2283)
4. Computer Proficiency Requirement (BIM 1513 or CIS 1003)

Humanities (9 Hours)

1. Humanities, Philosophy, and Lit (ENG 2313, 3893; HUM 2113, 2223, 2313; or PHIL 2113, 2223)
2. Fine Arts (ART 1003, 1103, 2103, 3013, 3083; MUS 1113, 1123, 3133; THTR 1143, 1183, 2183, or 3183)
3. Foreign Language (CHTW 1513; FREN1113; GERM1113; SPAN1113, 1223; ASL 1113; NS 1213)

**MAJOR REQUIREMENTS: Political Sciences ..... 36 Semester Hours**

**Required Courses (9 semester hours)**

POSC 1513 United States Federal Government  
 POSC 2513 Introduction to Political Science  
 POSC 3513 United States Constitutional Law

One of the following  
 Political Theory (3 hours)  
 POSC 3543 Development of Political Philosophy  
 POSC 4553 United States Political Ideas  
 POSC 4783 Modern Political Ideology

Four of the following

American Government, Politics, and Public Administration (12 hours):  
 POSC 3353 Political Parties and Politics  
 POSC 3523 Local Government and Politics  
 POSC 3533 State Government and Politics  
 POSC 3563 Introduction to Public Administration  
 POSC 3583 United States Presidency  
 POSC 4543 Electoral Behavior  
 POSC 4563 Public Policy

Other Electives (6 hours)  
 Two 3000 or 4000 level POSC courses.

Students must complete a portfolio containing two papers from upper level courses.

One of the following

Comparative Government and Politics (3 hours)  
 POSC 4743 Government and Politics in Western Europe  
 POSC 4753 Government and Politics in Asia  
 POSC 4763 Government and Politics in Latin America  
 POSC 4773 Government and Politics in Transitional Post-Communist Societies

One of the following

Global Politics (3 hours)  
 POSC 3723 Global Politics  
 POSC 4503 United States Foreign Policy  
 POSC 4793 Problems in Global Politics

Program: **PSYCHOLOGY**  
 Major: Psychology  
 Degree: Bachelor of Arts (B.A.)

Dept: Behavioral Sciences  
 School: Education and Behavioral Sciences  
 Major Code: 042

**GENERAL EDUCATION ..... 44 Semester hours**

Communications (9 Hours)

1. English (ENG 1113 and ENG 1213)
2. Speech Communication (COMM 1233 or 2213)

Social and Behavioral Sciences (12 Hours)

1. Political Science (POSC 1513)
2. American History (HIST 1513 or 1523)
3. Social Science (ECON 2113, GEOG 2723, HIST 3513, or SOC 1113)
4. Mental and Physical Health (KIN 1113 or PSY 1113)

Science and Mathematics (14 Hours)

1. Biological Sciences (BIOL 1114 or 1404)
2. Physical Sciences (CHEM 1004, 1114, 1315; PHYS 1114, 2015; PSCI 1114, 1214, or 1414)
3. Mathematics (MATH 1303, 1513, 1543, 1613, 2013, 2113, 2143, 2215, or 2283)
4. Computer Proficiency Requirement (BIM 1513 or CIS 1003)

Humanities (9 Hours)

1. Humanities, Philosophy, and Lit (ENG 2313, 3893; HUM 2113, 2223, 2313; or PHIL 2113, 2223)
2. Fine Arts (ART 1003, 1103, 2103, 3013, 3083; MUS 1113, 1123, 3133; THTR 1143, 1183, 2183, or 3183)
3. Foreign Language (CHTW 1513; FREN1113; GERM1113; SPAN1113, 1223; ASL 1113; NS 1213)

**MAJOR REQUIREMENTS: Psychology ..... 40 Semester Hours**

PSY 1113 Introduction to Psychology  
 PSY 3033 Introduction to Research and Writing in Psychology  
 PSY 3313 Statistics in Behavioral Sciences  
 PSY 3433 Research Methods in Psychology  
 PSY 4313 Abnormal Psychology  
 PSY 4353 Psychological Testing  
 PSY 4393 History and Systems of Psychology  
 PSY 4980 (one hour) Seminar

Only one of the following courses may be used for the psychology major:  
 PSY 2243 Introduction to Human Development  
 PSY 3123 Child and Adolescent Development for Education Majors  
 PSY 3213 Psychology of Childhood  
 PSY 3233 Psychology of Adolescence

One of the following courses:

PSY 4443 Interviewing Skills  
 PSY 4453 Advanced Research Methods

One of the following courses:

PSY 4543 Field Experience in Psychology  
 PSY 4553 Advanced Research Project

Diversity component – one of the following (3 hours)

PSY 3243 Psychology of Aging  
 PSY 3413 Psychology of Human Sexuality  
 PSY 3493 Psychology of Women  
 PSY 3523 Multicultural Psychology  
 PSY 3833 Psychology of Religion

Nine elective hours selected from the following courses:

PSY 2113 Psychology of Adjustment  
 PSY 3353 Psychology of Learning  
 PSY 3363 Cognitive Psychology  
 PSY 3373 Psychology of Personality  
 PSY 3393 Social Psychology  
 PSY 3413 Psychology of Human Sexuality  
 PSY 3513 Health Psychology  
 PSY 4323 Industrial/Organizational Psychology  
 PSY 4373 Physiological Psychology

Program: **RECREATION**  
 Major: Recreation  
 Degree: Bachelor of Science (B.S.)

Dept: Kinesiology  
 School: Education and Behavioral Sciences  
 Major Code: 041

**GENERAL EDUCATION ..... 44 Semester hours**

**Specified General Education Requirement**

KIN 1113 Wellness and Positive Life Styles

Communications (9 Hours)

1. English (ENG 1113 and ENG 1213)
2. Speech Communication (COMM 1233 or 2213)

Social and Behavioral Sciences (12 Hours)

1. Political Science (POSC 1513)
2. American History (HIST 1513 or 1523)
3. Social Science (ECON 2113, GEOG 2723, HIST 3513, or SOC 1113)
4. Mental and Physical Health (KIN 1113)

Science and Mathematics (14 Hours)

1. Biological Sciences (BIOL 1114 or 1404)
2. Physical Sciences (CHEM 1004, 1114, 1315; PHYS 1114, 2015; PSCI 1114, 1214, or 1414)
3. Mathematics (MATH 1303, 1513, 1543, 1613, 2013, 2113, 2143, 2215, or 2283)
4. Computer Proficiency Requirement (BIM 1513 or CIS 1003)

Humanities (9 Hours)

1. Humanities, Philosophy, and Lit (ENG 2313, 3893; HUM 2113, 2223, 2313; or PHIL 2113, 2223)
2. Fine Arts (ART 1003, 1103, 2103, 3013, 3083; MUS 1113, 1123, 3133; THTR 1143, 1183, 2183, or 3183)
3. Foreign Language (CHTW 1513; FREN1113; GERM1113; SPAN1113, 1223; ASL 1113; NS 1213)

**MAJOR REQUIREMENTS: Recreation ..... 44 Semester Hour**

KIN 2752 First Aid and Safety  
 KIN 3142 Recreation Sports Program  
 KIN 3152 Camp Counseling  
 KIN 3242 Sports/Recreation Facilities Mngt  
 KIN 3462 Adapted Physical Education  
 KIN 3473 Applied Anatomical Kinesiology  
 KIN 3553 Elementary School Program  
 KIN 3652 Recreational Leadership  
 KIN 3753 Techniques of Teaching Team Sports and  
 Gymnastics  
 KIN 3763 Techniques of Teaching Lifetime Activities  
 KIN 3852 Sports Rules and Officiating  
 KIN 4053 Organization and Administration  
 KIN 4152 Community Recreation  
 KIN 4253 Physiology of Exercise  
 KIN 4363 Foundations of Recreation  
 KIN 4954 Supervised Recreational Field Work  
 KIN Elective (three hours)

Program: **RECREATION**  
 Major/Minor: Recreation  
 Degree: Bachelor of Science (B.S.)

Dept: Kinesiology  
 School: Education and Behavioral Sciences  
 Major Code: 041

**GENERAL EDUCATION ..... 44 Semester hours**

**Specified General Education Requirement**

KIN 1113 Wellness and Positive Life Styles

Communications (9 Hours)

1. English (ENG 1113 and ENG 1213)
2. Speech Communication (COMM 1233 or 2213)

Social and Behavioral Sciences (12 Hours)

1. Political Science (POSC 1513)
2. American History (HIST 1513 or 1523)
3. Social Science (ECON 2113, GEOG 2723, HIST 3513, or SOC 1113)
4. Mental and Physical Health (KIN 1113)

Science and Mathematics (14 Hours)

1. Biological Sciences (BIOL 1114 or 1404)
2. Physical Sciences (CHEM 1004, 1114, 1315; PHYS 1114, 2015; PSCI 1114, 1214, or 1414)
3. Mathematics (MATH 1303, 1513, 1543, 1613, 2013, 2113, 2143, 2215, or 2283)
4. Computer Proficiency Requirement (BIM 1513 or CIS 1003)

Humanities (9 Hours)

1. Humanities, Philosophy, and Lit (ENG 2313, 3893; HUM 2113, 2223, 2313; or PHIL 2113, 2223)
2. Fine Arts (ART 1003, 1103, 2103, 3013, 3083; MUS 1113, 1123, 3133; THTR 1143, 1183, 2183, or 3183)
3. Foreign Language (CHTW 1513; FREN1113; GERM1113; SPAN1113, 1223; ASL 1113; NS 1213)

**MAJOR/MINOR REQUIREMENTS: Recreation ..... 52 Semester Hours**

KIN 2752 First Aid and Safety  
 KIN 3142 Recreation Sports Programs  
 KIN 3152 Camp Counseling  
 KIN 3242 Sports/Recreation Facilities Management  
 KIN 3462 Adapted Physical Education  
 KIN 3473 Applied Anatomical Kinesiology  
 KIN 3553 Elementary School Program  
 KIN 3652 Recreational Leadership  
 KIN 3753 Techniques of Teaching Team Sports and  
 Gymnastics  
 KIN 3763 Techniques of Teaching Lifetime Activities  
 KIN 3852 Sports Rules and Officiating  
 KIN 4053 Organization and Administration  
 KIN 4152 Community Recreation  
 KIN 4253 Physiology of Exercise  
 KIN 4363 Foundations of Recreation  
 KIN 4954 Supervised Recreational Field Work  
 KIN Elective (three hours)

SOC 1113 Principles of Sociology  
 SOC 2213 Social Problems  
 SOC 3523 Juvenile Delinquency  
 SOC 3623 Race, Gender & Ethnic Relations  
 THTR 1143 Theatre Appreciation

Eight hours of non-major field courses  
 selected from the following:

ART 1003 Art and Visual Communication  
 EDUC 3313 Technology Integration in the Classroom  
 PSY 1113 Intro to Psychology  
 PSY 2113 Psychology of Adjustment  
 PSY 3123 Child and Adol Development  
 PSY 3393 Social Psychology  
 SFTY 1313 Intro to Occupational Sfty& Health  
 SFTY 2253 Outdoor Safety  
 SFTY 3103 General Safety  
 SFTY 3133 Drugs in Society

Program: **SOCIOLOGY**  
 Major: Sociology  
 Degree: Bachelor of Arts (B.A.)

Dept: Behavioral Sciences  
 School: Education and Behavioral Sciences  
 Major Code: 047

**GENERAL EDUCATION ..... 44 Semester hours**

Communications (9 Hours)

1. English (ENG 1113 and ENG 1213)
2. Speech Communication (COMM 1233 or 2213)

Social and Behavioral Sciences (12 Hours)

1. Political Science (POSC 1513)
2. American History (HIST 1513 or 1523)
3. Social Science (ECON 2113, GEOG 2723, HIST 3513, or SOC 1113)
4. Mental and Physical Health (KIN 1113 or PSY 1113)

Science and Mathematics (14 Hours)

1. Biological Sciences (BIOL 1114 or 1404)
2. Physical Sciences (CHEM 1004, 1114, 1315; PHYS 1114, 2015; PSCI 1114, 1214, or 1414)
3. Mathematics (MATH 1303, 1513, 1543, 1613, 2013, 2113, 2143, 2215, or 2283)
4. Computer Proficiency Requirement (BIM 1513 or CIS 1003)

Humanities (9 Hours)

1. Humanities, Philosophy, and Lit (ENG 2313, 3893; HUM 2113, 2223, 2313; or PHIL 2113, 2223)
2. Fine Arts (ART 1003, 1103, 2103, 3013, 3083; MUS 1113, 1123, 3133; THTR 1143, 1183, 2183, or 3183)
3. Foreign Language (CHTW 1513; FREN1113; GERM1113; SPAN1113, 1223; ASL 1113; NS 1213)

**MAJOR REQUIREMENTS: Sociology ..... 36 Semester Hours**

**Required (15 semester hours):**

SOC 1113 Principles of Sociology  
 SOC 2213 Social Problems  
 SOC 3003 Introduction to Social Research  
 SOC 3313 Statistics in Behavioral Sciences  
 SOC 4113 Sociological Theory

**Diversity Component (6 semester hours)**

SOC 3623 Race, Gender and Ethnic Relations  
 SOC 3823 Native American Cultures

**Electives**

**(15 semester hours selected from the following courses):**

SOC 3223 Social Psychology  
 SOC 3323 Collective Behavior and Social Movements  
 SOC 3343 Medical Sociology  
 SOC 3423 Urban Society  
 SOC 3523 Juvenile Delinquency  
 SOC 3723 The Family  
 SOC 3883 Introduction to Social Work  
 SOC 3950 Field Experience in Social Work  
 SOC 4153 Sociology of Death and Dying  
 SOC 4333 Criminology  
 SOC 4383 Stratification and Inequality  
 SOC 4533 Population Dynamics  
 SOC 4883 Comparative Cultures  
 SOC 4960 Directed Readings (three hours)  
 SOC 4970 Special Studies (three hours)  
 SOC 4980 Seminar (three hours)  
 SOC 4990 Research (three hours)

**Program:** SPANISH  
**Major:** Spanish  
**Degree:** Bachelor of Arts (B.A.)

**Dept:** English, Humanities and Languages  
**School:** Arts and Sciences  
**Major Code:** 106

**GENERAL EDUCATION ..... 44 Semester hours**

Communications (9 Hours)

1. English (ENG 1113 and ENG 1213)
2. Speech Communication (COMM 1233 or 2213)

Social and Behavioral Sciences (12 Hours)

1. Political Science (POSC 1513)
2. American History (HIST 1513 or 1523)
3. Social Science (ECON 2113, GEOG 2723, HIST 3513, or SOC 1113)
4. Mental and Physical Health (KIN 1113 or PSY 1113)

Science and Mathematics (14 Hours)

1. Biological Sciences (BIOL 1114 or 1404)
2. Physical Sciences (CHEM 1004, 1114, 1315; PHYS 1114, 2015; PSCI 1114, 1214, or 1414)
3. Mathematics (MATH 1303, 1513, 1543, 1613, 2013, 2113, 2143, 2215, or 2283)
4. Computer Proficiency Requirement (BIM 1513 or CIS 1003)

Humanities (9 Hours)

1. Humanities, Philosophy, and Lit (ENG 2313, 3893; HUM 2113, 2223, 2313; or PHIL 2113, 2223)
2. Fine Arts (ART 1003, 1103, 2103, 3013, 3083; MUS 1113, 1123, 3133; THTR 1143, 1183, 2183, or 3183)
3. Foreign Language (CHTW 1513; FREN1113; GERM1113; SPAN1113, 1223; ASL 1113; NS 1213)

**MAJOR REQUIREMENTS: Spanish ..... 36 Semester Hours**

SPAN 1223 Spanish for Review and Progress  
 SPAN 2113 Intermediate Spanish I  
 SPAN 2223 Intermediate Spanish II  
 SPAN 3113 Spanish Written Communication  
 SPAN 3123 Conversational Spanish  
 SPAN 3133 Introduction to Hispanic Literature  
 SPAN 3143 Hispanic Civilization and Culture  
 SPAN 4133 Spanish Grammar and Composition  
 SPAN 4143 Spanish Oral Proficiency  
 SPAN 4183 Study Abroad in Spanish\*

\*Substitution of this requirement needs written permission

Three hours from the following:

SPAN 4113 Spanish Peninsular Literature  
 SPAN 4160 Special Projects (three hours)  
 SPAN 4223 Latin American Literature  
 SPAN 4303 Spanish Phonetics and Dialects

Three hours from the following:

ASL 1113 Introduction to American Sign Language  
 CHTW 1513 Choctaw Language and Culture\*\*  
 ENG 2873 Language and Culture  
 FREN 1113 Elementary French I  
 GERM 1113 Elementary German I  
 SPAN 2333 Spanish Vocabulary Building

\*\* Any three-hour CHTW course qualifies

Program: **SPECIAL EDUCATION**  
 Major/Minor: Special Educ-Mild/Moderate Disabilities  
 Degree: Bachelor of Science (B.S.)

Dept: Educational Instruction and Leadership  
 School: Education and Behavioral Sciences  
 Major Code: 099

**GENERAL EDUCATION ..... 44 Semester hours**

**Specified General Education Requirements**

COMM 2213 Business and Professional Speaking

Communications (9 Hours)

1. English (ENG 1113 and ENG 1213)
2. Speech Communication (COMM 2213)

Social and Behavioral Sciences (12 Hours)

1. Political Science (POSC 1513)
2. American History (HIST 1513 or 1523)
3. Social Science (ECON 2113, GEOG 2723, HIST 3513, or SOC 1113)
4. Mental and Physical Health (KIN 1113 or PSY 1113)

Science and Mathematics (14 Hours)

1. Biological Sciences (BIOL 1114 or 1404)
2. Physical Sciences (CHEM 1004, 1114, 1315; PHYS 1114, 2015; PSCI 1114, 1214, or 1414)
3. Mathematics (MATH 1303, 1513, 1543, 1613, 2013, 2113, 2143, 2215, or 2283)
4. Computer Proficiency Requirement (BIM 1513 or CIS 1003)

Humanities (9 Hours)

1. Humanities, Philosophy, and Lit (ENG 2313, 3893; HUM 2113, 2223, 2313; or PHIL 2113, 2223)
2. Fine Arts (ART 1003, 1103, 2103, 3013, 3083; MUS 1113, 1123, 3133; THTR 1143, 1183, 2183, or 3183)
3. Foreign Language (CHTW 1513; FREN1113; GERM1113; SPAN1113, 1223; ASL 1113; NS 1213)

**MAJOR/MINOR REQUIREMENTS: Special Educ Mild/Mod Disabilities ..... 67 Semester Hours**

**Special Education Mild/Mod Disabilities Major (34 semester hours)**

ELED 3513 Emergent and Developing Literacy (PK & K)  
 ELED 3523 Literacy in the Primary Grades (1-3)  
 ELED 3533 Literacy in the Intermediate Grades (4-6)  
 ELED 3543 Adolescent Literacy (7-8)  
 ELED 4444 Diagnosis & Remediation of Reading  
 MATH 4703 Mathematics Methods for Elementary Majors  
 SPED 3103 Foundations of Special Education  
 SPED 3313 Assessments  
 SPED 4203 Vocational/Transitional Education  
 SPED 4413 Teaching Strategies for Students with Cognitive Disorders  
 SPED 4423 Teaching Strategies for Students with Affective Disorders

**Teacher Certification Requirements:** Special Education-Mild/Moderate Disabilities majors, beginning the program after September 1, 1997, must be proficient in a foreign language and must take twelve (12) semester hours from each of the following Liberal Arts and Sciences areas. Most of these courses can be taken within the General Education core:

Language Arts: ENG 1113, 1213; HUM 2113, or 2223, or 2313; COMM 2213

Mathematics: MATH 1303, 1513, 1543, 3123 or 3133  
 Social Studies: HIST 1513, 1523; POSC 1513; GEOG 2723

Science: BIOL 1114, PSCI 1114, SCIE 3224

**PROFESSIONAL EDUCATION (33 semester hours)**

EDUC 2000 Pre-Student Teaching Field Experiences I  
 To be taken concurrently with:  
 EDUC 2013 Foundations of Education

SPED 2123 Introduction to Individuals with Exceptionalities

EDUC 3313 Technology Integration for the Classroom  
 PSY 3123 Child and Adolescent Development for Education Majors

EDUC 3002 Pre-Student Teaching Field Experiences II\*a

To be taken concurrently with:  
 EDUC 3434 Teaching Strategies and Progress Monitoring\*a

EDUC 4443 Classroom and Behavior Management\*a  
 Methods Course in Major Field (3 semester hours)\*b  
 to be taken concurrently:

EDUC 4000 Pre-Student Teaching Field Experiences III\*b

EDUC 4919 Teaching Experiences in Major Program\*b

\*a Prerequisite: Admission to Teacher Education

\*b Prerequisite: Admission to Student Teaching

**Portfolio Policy**

Teacher candidates in the teacher education program at Southeastern are required to develop an electronic assessment portfolio documenting their growth and professional progress throughout their professional and specialization education program. The portfolio process begins when a candidate enrolls in the first teacher education course. Portfolios are completed using Chalk and Wire software.



**Program:** THEATRE  
**Major:** Acting/Directing  
**Degree:** Bachelor of Arts (B.A.)

**Dept:** Art. Communication and Theatre  
**School:** Arts and Sciences  
**Major Code:** 060

**GENERAL EDUCATION ..... 44 Semester hours**

**Communications (9 Hours)**

1. English (ENG 1113 and ENG 1213)
2. Speech Communication (COMM 1233 or 2213)

**Social and Behavioral Sciences (12 Hours)**

1. Political Science (POSC 1513)
2. American History (HIST 1513 or 1523)
3. Social Science (ECON 2113, GEOG 2723, HIST 3513, or SOC 1113)
4. Mental and Physical Health (KIN 1113 or PSY 1113)

**Science and Mathematics (14 Hours)**

1. Biological Sciences (BIOL 1114 or 1404)
2. Physical Sciences (CHEM 1004, 1114, 1315; PHYS 1114, 2015; PSCI 1114, 1214, or 1414)
3. Mathematics (MATH 1303, 1513, 1543, 1613, 2013, 2113, 2143, 2215, or 2283)
4. Computer Proficiency Requirement (BIM 1513 or CIS 1003)

**Humanities (9 Hours)**

1. Humanities, Philosophy, and Lit (ENG 2313, 3893; HUM 2113, 2223, 2313; or PHIL 2113, 2223)
2. Fine Arts (ART 1003, 1103, 2103, 3013, 3083; MUS 1113, 1123, 3133; THTR 1143, 1183, 2183, or 3183)
3. Foreign Language (CHTW 1513; FREN1113; GERM1113; SPAN1113, 1223; ASL 1113; NS 1213)

**MAJOR REQUIREMENTS: Theatre..... 40 Semester Hours**

**Core (18 semester hours)**

THTR 1113 Introduction to Theatre  
 THTR 1133 Introduction to Technical Theatre  
 THTR 1213 Introduction to Acting  
 THTR 2513 History of Theatre to 1700  
 THTR 2613 History of Theatre: 1700 to Present  
 THTR 2163 Movement for the Theatre Artist

**Acting/Directing (22 semester hours)**

THTR 1312 Character Analysis  
 THTR 3432 Directing  
 THTR 3963 Acting Workshop: Period Styles  
 THTR 4412 Directing Workshop

Thirteen upper level hours required and can be selected from the following:

THTR 1552 Stage Makeup  
 THTR 3333 Stage Management  
 THTR 3423 Scene Design  
 THTR 3942 Acting Workshop: Audition  
 THTR 4222 Stage Dialects  
 THTR 4232 Advanced Performance  
 THTR 4313 Theatre Administration and Management  
 THTR 4422 Directing Internship

Courses in theatre dance, special projects, theatre practicum, as advised by faculty and approved by the Director of Theatre, can also fulfill this requirement.

**Program:** THEATRE  
**Major:** Technical Theatre Design  
**Degree:** Bachelor of Arts (B.A.)

**Dept:** Art. Communication and Theatre  
**School:** Arts and Sciences  
**Major Code:** 060

**GENERAL EDUCATION ..... 44 Semester hours**

**Communications (9 Hours)**

1. English (ENG 1113 and ENG 1213)
2. Speech Communication (COMM 1233 or 2213)

**Social and Behavioral Sciences (12 Hours)**

1. Political Science (POSC 1513)
2. American History (HIST 1513 or 1523)
3. Social Science (ECON 2113, GEOG 2723, HIST 3513, or SOC 1113)
4. Mental and Physical Health (KIN 1113 or PSY 1113)

**Science and Mathematics (14 Hours)**

1. Biological Sciences (BIOL 1114 or 1404)
2. Physical Sciences (CHEM 1004, 1114, 1315; PHYS 1114, 2015; PSCI 1114, 1214, or 1414)
3. Mathematics (MATH 1303, 1513, 1543, 1613, 2013, 2113, 2143, 2215, or 2283)
4. Computer Proficiency Requirement (BIM 1513 or CIS 1003)

**Humanities (9 Hours)**

1. Humanities, Philosophy, and Lit (ENG 2313, 3893; HUM 2113, 2223, 2313; or PHIL 2113, 2223)
2. Fine Arts (ART 1003, 1103, 2103, 3013, 3083; MUS 1113, 1123, 3133; THTR 1143, 1183, 2183, or 3183)
3. Foreign Language (CHTW 1513; FREN1113; GERM1113; SPAN1113, 1223; ASL 1113; NS 1213)

**MAJOR REQUIREMENTS: Theatre..... 40 Semester Hours**

**Core (18 semester hours)**

THTR 1113 Introduction to Theatre  
 THTR 1133 Introduction to Technical Theatre  
 THTR 1213 Introduction to Acting  
 THTR 2513 History of Theatre to 1700  
 THTR 2613 History of Theatre: 1700 to Present  
 THTR 2163 Movement for the Theatre Artist

**Technical Theatre Design (22 semester hours)**

THTR 2753 Fundamentals of Theatre Design  
 THTR 3333 Stage Management  
 THTR 3342 Costuming  
 THTR 3423 Scene Design  
 THTR 3453 Lighting Design

Eight upper level hours required and can be selected from the following:

THTR 1660 Theatre Practicum (one-two hours)  
 THTR 1552 Stage Makeup  
 THTR 3432 Directing  
 THTR 4332 Advanced Lighting Design  
 THTR 4342 Design Internship  
 THTR 4382 Advanced Scene Design  
 THTR 4572 Advanced Costume Design

It is strongly recommended that Technical Theatre Design students consider an art minor. If this is not possible, the following courses are recommended: ART 1103, 1213, 2223, and 2023 (or any comparable class.) Substitution in design areas may be made with permission of the Director of Theatre.

**Program:** THEATRE  
**Major:** Theatre Management Promotion  
**Degree:** Bachelor of Arts (B.A.)

**Dept:** Art. Communication and Theatre  
**School:** Arts and Sciences  
**Major Code:** 060

**GENERAL EDUCATION ..... 44 Semester hours**

**Communications (9 Hours)**

1. English (ENG 1113 and ENG 1213)
2. Speech Communication (COMM 1233 or 2213)

**Social and Behavioral Sciences (12 Hours)**

1. Political Science (POSC 1513)
2. American History (HIST 1513 or 1523)
3. Social Science (ECON 2113, GEOG 2723, HIST 3513, or SOC 1113)
4. Mental and Physical Health (KIN 1113 or PSY 1113)

**Science and Mathematics (14 Hours)**

1. Biological Sciences (BIOL 1114 or 1404)
2. Physical Sciences (CHEM 1004, 1114, 1315; PHYS 1114, 2015; PSCI 1114, 1214, or 1414)
3. Mathematics (MATH 1303, 1513, 1543, 1613, 2013, 2113, 2143, 2215, or 2283)
4. Computer Proficiency Requirement (BIM 1513 or CIS 1003)

**Humanities (9 Hours)**

1. Humanities, Philosophy, and Lit (ENG 2313, 3893; HUM 2113, 2223, 2313; or PHIL 2113, 2223)
2. Fine Arts (ART 1003, 1103, 2103, 3013, 3083; MUS 1113, 1123, 3133; THTR 1143, 1183, 2183, or 3183)
3. Foreign Language (CHTW 1513; FREN1113; GERM1113; SPAN1113, 1223; ASL 1113; NS 1213)

**MAJOR REQUIREMENTS: Theatre..... 40 Semester Hours**

**Core (18 semester hours)**

THTR 1113 Introduction to Theatre  
 THTR 1133 Introduction to Technical Theatre  
 THTR 1213 Introduction to Acting  
 THTR 2513 History of Theatre to 1700  
 THTR 2613 History of Theatre: 1700 to Present  
 THTR 2163 Movement for the Theatre Artist

**Theatre Management Promotion (22 semester hours)**

THTR 3333 Stage Management  
 THTR 3783 Theatre Publicity and Promotion  
 THTR 4313 Theatre Administration and Management  
 THTR 4980 Seminar (one hour)

Twelve hours to be selected from the following:

COMM 3773 Ad Copywriting & Design  
 COMM 2113 Writing for Mass Comm  
 COMM 2573 Audio Production  
 COMM 3573 Video Production  
 COMM 2223 Multimedia Journalism  
 COMM 4853 First Amendment Studies  
 COMM 4893 Ad Sales  
 ART 2633 Web Design I  
 ART 2333 Vector Graphics I  
 ART 2903 Digital Imaging I  
 ART 3033 Graphic Layout

**Program:** THEATRE  
**Major:** Music Theatre  
**Degree:** Bachelor of Arts (B.A.)

**Dept:** Art. Communication and Theatre  
**School:** Arts and Sciences  
**Major Code:** 060

**GENERAL EDUCATION ..... 44 Semester hours**

**Communications (9 Hours)**

1. English (ENG 1113 and ENG 1213)
2. Speech Communication (COMM 1233 or 2213)

**Social and Behavioral Sciences (12 Hours)**

1. Political Science (POSC 1513)
2. American History (HIST 1513 or 1523)
3. Social Science (ECON 2113, GEOG 2723, HIST 3513, or SOC 1113)
4. Mental and Physical Health (KIN 1113 or PSY 1113)

**Science and Mathematics (14 Hours)**

1. Biological Sciences (BIOL 1114 or 1404)
2. Physical Sciences (CHEM 1004, 1114, 1315; PHYS 1114, 2015; PSCI 1114, 1214, or 1414)
3. Mathematics (MATH 1303, 1513, 1543, 1613, 2013, 2113, 2143, 2215, or 2283)
4. Computer Proficiency Requirement (BIM 1513 or CIS 1003)

**Humanities (9 Hours)**

1. Humanities, Philosophy, and Lit (ENG 2313, 3893; HUM 2113, 2223, 2313; or PHIL 2113, 2223)
2. Fine Arts (ART 1003, 1103, 2103, 3013, 3083; MUS 1113, 1123, 3133; THTR 1143, 1183, 2183, or 3183)
3. Foreign Language (CHTW 1513; FREN1113; GERM1113; SPAN1113, 1223; ASL 1113; NS 1213)

**MAJOR REQUIREMENTS: Theatre..... 40 Semester Hours**

**Core (18 semester hours)**

THTR 1113 Introduction to Theatre  
 THTR 1133 Introduction to Technical Theatre  
 THTR 1213 Introduction to Acting  
 THTR 2513 History of Theatre to 1700  
 THTR 2613 History of Theatre: 1700 to Present  
 THTR 2163 Movement for the Theatre Artist

**Musical Theatre (22 semester hours)**

THTR 3013 Musical Theatre Performance I  
 THTR 3023 History of Musical Theatre  
 THTR 3043 Musical Theatre Audition

Thirteen upper level hours required and can be selected from the following:

THTR 3033 Musical Theatre Performance II  
 THTR 3942 Acting Workshop Audition  
 THTR 4013 Musical Theatre Workshop  
 THTR 4232 Advanced Performance  
 THTR 4970 Special Studies  
 THTR 4980 Seminar (three hours)

**NOTE:** Students are required to demonstrate a vocal and piano proficiency prior to graduation. Details on these proficiencies are available from the Director of Theatre.

# Minors

## **Accounting Minor..... 18 Semester Hours**

ACCT 2103 Fundamentals of Financial Accounting  
 ACCT 2203 Fundamentals of Managerial Accounting  
 ACCT 3313 Income Tax Accounting I  
 ACCT 3513 Cost Accounting

Choose two electives from the following:

ACCT 3113 Intermediate Accounting I  
 ACCT 3713 Governmental Accounting  
 ACCT 3323 Income Tax Accounting II

## **Art Minor ..... 24 Semester Hours**

ART 1103 Art Appreciation  
 ART 1213 Drawing I  
 ART 1413 Ceramics I  
 ART 2013 2-D Design  
 ART 2023 3D Design  
 ART 3223 Painting I

Six elective hours of upper division Art

## **Art History Minor..... 24 Semester Hours**

ART 1103 Art Appreciation is recommended as a general education Fine Arts elective for introduction into this minor.

ART 2113 Art History Survey I  
 ART 3013 Comic Book Art and American Culture  
 ART 3203 Art and World Cultures  
 ART 3083 Issues in Aesthetics and Criticism  
 ART 3133 Art History Survey II  
 ART 3313 History and Theory of Design  
 ART 3103 Survey of Native North American Art  
 ART 4133 Art History III: Modern and Contemporary Art

## **Aviation Minor ..... 21 Semester Hours**

AVIA 3113 Aviation Legal Problems  
 AVIA 3143 History of Aviation and Its Impact Upon Society  
 AVIA 3173 Aviation Safety  
 AVIA 4643 Physiology  
 AVIA 4663 Contemporary Topics in Aviation

Choose six electives hours from the following:

AVIA 1004 Primary Ground Instruction  
 AVIA 1041 Private Flying  
 AVIA 2061 General Aviation  
 AVIA 2113 Aviation Management  
 AVIA 3133 Aviation Administration  
 AVIA 3293 Aviation Transportation

**Biology Minor ..... 20 Semester Hours**

BIOL 1404 Principles of Biology I

BIOL 1504 Principles of Biology II

Choose one elective from the following:

BIOL 3404 Genetics

BIOL 3414 Ecology

BIOL 3814 Cell and Molecular Biology

Eight elective hours in Biological Sciences (BIOL, BOT, CONS and/or ZOOL). Six hours of the minor must be upper division credit. BIOL1133 and BIOL1143 may not be used as electives.

**Chemistry Minor ..... 20 Semester Hours**

CHEM 1315 General Chemistry I

CHEM 1415 General Chemistry II

Ten elective hours of Chemistry, six of which must be upper division credit. CHEM 2014, CHEM 2024 and CHEM 4314 may not be used as an elective in the minor.

**Chemical Sciences Minor ..... 20 Semester Hours**

CHEM 1114 Basic Chemistry I or CHEM 1315 General Chemistry I

CHEM 1214 Basic Chemistry II or CHEM 1415 General Chemistry II

Ten to twelve elective hours of Chemistry, six of which must be upper division credit. CHEM 2014, CHEM 2024 and CHEM 4314 may be used as an elective in the minor.

**Choctaw Language Minor ..... 18 Semester Hours**

CHTW 1513 Choctaw Language and Culture

CHTW 1613 Choctaw Language and Culture II

CHTW 1713 Choctaw Language and Culture III

CHTW 1813 Choctaw IV

CTHW 3003 Intermediate Conversational Choctaw

CHTW 4003 Advanced Conversational Choctaw

**Communication Minor ..... 24 Semester Hours**

COMM 1233 Interpersonal Communication

COMM 2213 Business and Professional Speaking

COMM 3113 Communication Theory and Research

Fifteen elective hours of Communication, six of which must be upper-division credit. \*\*

\*\*Any combination of credit in communication is acceptable for a communication minor. The student is advised, however, to select courses which will give a depth of experience in one of the broad fields of advertising and public relations, journalism, organizational/strategic communication, or radio and television, with some knowledge of all of them. Students who minor in communication need to schedule courses in conjunction with a faculty advisor from the Department of Communication.

**Computer Science Minor ..... 18 Semester Hours**

CS 1613 Computer Science I

CS 1623 Computer Science II

Twelve elective hours approved by the department; six of which must be upper division.

**Criminal Justice Minor..... 21 Semester Hours**

CJ 2533 The Criminal Justice System

SOC 4333 Criminology

Choose two electives from the following:

CJ 3113 Policing the United States

CJ 3123 Law and Legal System

CJ 3133 Introduction to U.S. Corrections

SOC 3523 Juvenile Delinquency

Choose two electives from the following:

CJ 3323 Criminal Investigations and Forensics

CJ 3333 Administration of Criminal Justice

CJ 3433 Criminal Law and Procedures

CJ 4253 Contemporary Issues in Policing

CJ 4283 Correctional Law

CJ 4403 Comparative Criminal Justice Systems

CJ 4970 (three hours) Special Studies

POSC 3513 United States Constitutional Law

Choose one elective from the following:

CJ 3343 Victimology

CJ 4543 Advanced Criminological Theory

SOC 2213 Social Problems

SOC 3623 Race, Gender and Ethnic Relations

SFTY 3133 Drugs in Society

**Dance Minor..... 24 Semester Hours\***

THTR 1152 Dance I

THTR 1162 Dance II

THTR 2152 Dance III

THTR 2162 Dance IV

THTR 3172 Choreography

Choose fourteen elective hours from the following:

THTR 3152 Dance V

THTR 3162 Dance VI

THTR 4152 Dance VII

THTR 4162 Dance VIII

THTR 4172 Dance Audition

THTR 1271 Pointe I

THTR 2271 Pointe II

THTR 3271 Pointe III

THTR 4271 Pointe IV

THTR 2172 Dance Workshop

THTR 4250 Dance Company

**Education Minor ..... 18 Semester Hours**

EDUC 2013 Foundations of Education

SPED 2123 Introduction to Individuals with Exceptionalities

EDUC 3313 Technology Integration for the Classroom

PSY 3123 Child and Adolescent Development for Education Majors

Six elective hours: Any course that counts toward a degree in a subject area education major. At least three hours of 3000/4000 level course work is required

THIS MINOR DOES NOT LEAD TO TEACHER CERTIFICATION

**English Minor..... 18 Semester Hours**

ENG 2413 Critical Approaches to Literature

Fifteen elective hours from upper-division (3000/4000) English courses except ENG 3893.

**Entrepreneurship & Small Business Minor ..... 18 Semester Hours**

(non-business majors only)

ACCT 2103 Fundamentals of Financial Accounting

MKT 3233 Principles of Marketing

MNGT 3113 Management and Organizational Behavior

MNGT 3343 Small Business Management

MNGT 4663 Entrepreneurship and New Ventures

Choose one elective from the following:

MNGT 3443 Supervisory Management

MKT 3433 Retailing

MKT 4243 Sales and Sales Management

MKT 3643 Integrated Marketing Communications

MNGT 3533 Human Resource Management

Note: Students selecting this minor concentration are strongly recommended to take the following courses as part of their general education requirement:

ECON 2113 Principles of Macroeconomics

COMM 2213 Business & Professional Speaking

BIM 1553 Business Computer Applications

**Environmental Science Minor..... 21-24 Semester Hours**

Select from the following options:

Core for options A and B (14 hours)

CONS 1124 Conservation of Natural Resources

CONS 4523 Environmental Policy and Law

CONS 4823 Environmental Impact Assessment

PSCI 1214 Earth Science

A. SFTY majors

CHEM 1114 Basic Chemistry I

Choose one elective from the following:

CONS 2224 Fundamentals of Soil Science

CHEM 1214 Basic Chemistry II

B. CHEM, CS and PHYS SCIE majors

SFTY 1313 Introduction to Occupational Safety and Health

SFTY 4183 Hazardous Materials and Waste Management

One approved course in the biological sciences or occupational safety and health (3-4 hours)



Core for options C and D (17 hours)

CONS 1124 Conservation of Natural Resources  
 PSCI 1214 Earth Science  
 SFTY 1313 Introduction to Occupational Safety and Health  
 SFTY 4183 Hazardous Materials and Waste Management

Choose one elective from the following

CONS 4523 Environmental Policy and Law  
 CONS 4823 Environmental Impact Assessment

## C. BIOL SCIE majors

CHEM 2014 Organic Chemistry/Biochemistry

## D. Other majors not listed above.

CHEM 1114 Basic Chemistry I

**Finance Minor ..... 12 Semester Hours**

FIN 3433 Securities Investment  
 FIN 3523 Financial Institutions and Capital Markets  
 Electives (6 hours from the following)  
 FIN 4223 Financial Analysis  
 FIN 4443 International Financial Management  
 FIN 4633 Risk Management

The finance minor for non-business students would additionally require:

BUS 2633 Business Statistics (*could accept a statistics equivalent for nonbusiness majors*)  
 ACCT 2103 Fund of Financial Accounting  
 ECON 2113 Principles of Macroeconomics  
 ECON 2213 Principles of Microeconomics  
 FIN 3113 Business Finance

**Total additional credit hours = 12**

(24 counting the finance work above if BUS 2633 was satisfied elsewhere)

**Fisheries and Wildlife Minor ..... 20 Semester Hours**

BIOL 1114 General Biology

OR

BIOL 1404 Principles of Biology I

CONS 1124 Conservation of Natural Resources  
 BIOL 3414 Ecology

Eight elective hours in Biological Sciences (BIOL, BOT, CONS and/or ZOO) six hours of which must be upper division credit.

**General Business Minor ..... 18 Semester Hours**

ACCT 2103 Fundamentals of Financial Accounting  
 MKT 3233 Principles of Marketing  
 MNGT 3113 Management and Organizational Behavior

Nine elective hours chosen from the following:

BUS 1133, ACCT 2203, ECON 2213, and/or any 3000+ ACCT, BLAW, BUS, FIN, MKT or MNGT Course

**Geography Minor ..... 21 Semester Hours**

GEOG 1713 Human Geography

OR

GEOG 2723 Regional Geography of the World

Eighteen elective hours of geography, six of which must be upper-division credit.

**Graphic Design and Visual Media Minor ..... 24 Semester Hours**

\*ART 2013 2-D Design is recommended before beginning this minor

ART 2333 Vector Graphics I

ART 2903 Digital Imaging I

ART 2633 Web Page Design I

ART 3033 Graphic Layout

ART 3903 Digital Imaging II

COMM 3773 Advertising Copywriting &amp; Design\*\*

COMM 3893 Communication Campaigns and Case Studies\*\*

COMM 4853 First Amendment Studies\*\*

\*\*Communication Majors required to take these courses in their major, may substitute the following courses:

ART 3633 Web Page Design II

ART 3313 History &amp; Theory of Design

COMM 3573 Video Production

**Health Information Systems Minor ..... 18 Semester Hours**

CIS 3003 Using Computers in the Medical Office

CIS 3123 Intermediate Database Analysis

CIS 3543 Computer Security

CIS 4103 Computer Ethics

CIS 4613 Health Information Systems

CIS 4623 Electronic Health Records

**Health and Physical Education Minor ..... 18 Semester Hours**

KIN 4353 Foundations of Physical Education

KIN 4802 Care and Prevention of Athletic Injuries

Thirteen electives hours of KIN courses, eight of which must be upper-division credit.

**History Minor ..... 21 Semester Hours**

HIST 1513 United States History to 1876

HIST 1523 United States History since 1876

Fifteen elective hours of history, six of which must be upper-division credit.

**Information Technology Minor ..... 18 Semester Hours**

CIS 1613\* Computer Information Systems I

CIS 2103 Intermediate Productivity Software

CIS 4413 Systems Analysis

\*CS 1613 may be substituted

Nine elective hours approved by the department, three of which must be upper division credit.

NOTE: Courses taken for the Major cannot be counted in the Minor.

**Interpersonal/Organizational Studies Minor ..... 24 Semester Hours**

COMM 1013 Survey of Communication  
 COMM 1233 Interpersonal Communication  
 COMM 3113 Communication Theory and Research  
 COMM 3323 Group Discussion  
 COMM 3883 Organizational Communication  
 COMM 4433 Intercultural Communication

Six elective hours with consultation of an advisor.

**Journalism Minor ..... 21 Semester Hours**

COMM 2113 Writing for Mass Communication  
 COMM 2223 Multimedia Journalism  
 COMM 3223 Editing in Print Media

Twelve elective hours from the following courses in consultation with the advisor:

COMM 2243 Publication Production and Design  
 COMM 2253 Media and Society  
 COMM 3233 Feature Writing  
 COMM 3243 Editorial Writing  
 COMM 3283 Visual Communication  
 COMM 4920 Communication Practicum  
 COMM 4940 Communication Internship  
 COMM 4970 Special Studies  
 COMM 4980 Seminar  
 COMM 4990 Research

**NOTE:** Students pursuing a journalism minor are expected to complete at least two semesters in a staff position on either *The Southeastern* or *the yearbook*.

**Management Minor ..... 18 Semester Hours**

MNGT 3113 Management and Organization Behavior

Fifteen elective hours in Management selected in consultation with an advisor.

**Marketing Minor ..... 18 Semester Hours**

MKT 3233 Principles of Marketing

Fifteen elective hours in Marketing selected in consultation with an advisor.

**Mathematics Minor..... 18 Semester Hours**

MATH 2215 Calculus I  
 MATH 2315 Calculus II

Eight elective hours approved by the department, six of which must be upper division credit.

**Media Studies Minor ..... 24 Semester Hours**

COMM 1013 Survey of Communication  
 COMM 3113 Communication Theory and Research  
 COMM 1153 Desktop Presentations  
 COMM 2113 Writing for Mass Communication  
 COMM 2253 Media and Society  
 COMM 2573 Audio Production  
 COMM 4853 First Amendment Studies

Three elective hours with consultation of an advisor

**Medical Sciences (Interdisciplinary) Minor ..... 24 Semester Hours**

The department offers for all students majoring in Biological Sciences an option for an interdisciplinary minor:

- CHEM 1315 General Chemistry I
- CHEM 1415 General Chemistry II
- PHYS 1114 General Physics I
- PHYS 1214 General Physics II

Six elective hours of upper-division chemistry, mathematics, physics, or physical science courses

**Multi-Disciplinary Minor ..... 18 Semester Hours**

The department offers for all students majoring in Chemistry, Computer Science and Physical Science an option for a multi-disciplinary minor. The multi-disciplinary minor will require eighteen hours (six of which must be upper-division) which must include a minimum of two courses in each of the two disciplines to be chosen from the following disciplines: Art, Biology, Business, Computer Information Systems, Computer Science, Electronics, Modern Language, Mathematics, Speech, Psychology, Humanities, Economics and Sociology.

**Music Minor ..... 21 Semester Hours**

Music Theory and Literature

- MUS 1101 Music Theory and Literature I Aural Lab
- MUS 1203 Music Theory and Literature I; Introduction to Music Study
- MUS 1231 Music Theory and Literature II Aural Lab
- MUS 1243 Music Theory and Literature II; Elementary Writing and Analysis Music History
- MUS 1123 Music Literature and Appreciation Class Piano
- MUS 2341 Elementary Class Piano I
- MUS 2441 Elementary Class Piano II

(Students may be required to take two semesters of MUS 2141 based on placement exam)

Applied Music

- Three hours of Voice or Instrument
- Two hours of Ensemble (band or chorale)

Electives

- Three hours of upper level music electives

**Native Studies Minor..... 18 Semester Hours**

- NS 1113 Introduction to Native Studies
- NS 3113 Native Policy and Law
- NS 3213 Native Religion and Philosophy

Choose one of the following:

- CHTW1513 Choctaw Language and Culture
- NS 1213 Chickasaw Culture and Language

Choose two electives from the following:

- NS 2113 Native Health and Wellness
- NS 3313 Native Educational Policy
- SOC 3823 Native American Cultures
- HIST 3573 Native American History
- ENG 4563 Native American Literatures
- ART 3103 Survey of Native North American Art
- SOC 3623 Race, Gender and Ethnic Relations

**Occupational Safety and Health Minor ..... 22 Semester Hours**

**Occupational Safety and Health Minor ..... 22 Semester Hours**

SFTY 1313 Introduction to Occupational Safety and Health  
 SFTY 2003 Introduction to Fire Science  
 SFTY 4143 Safety Program Management  
 SFTY 4353 Industrial Hygiene\*  
 SFTY 4361 Industrial Hygiene Lab\*  
 SFTY 4163 Ergonomics

Six elective hours approved from the approved course list in Occupational Safety & Health.

\*SFTY 4353 and SFTY 4361, Industrial Hygiene must be taken together the same semester. No exceptions.

**Political Science Minor ..... 21 Semester Hours**

(A maximum of three semester hours of credit used in meeting the requirements in the minor may be used to satisfy the requirements in general education.)

POSC 1513 United States Federal Government  
 Three hours in United States politics  
 Three hours in comparative politics  
 Three hours in global politics or political thought  
 Three hours in public administration or constitutional law

Six elective hours of upper-division Political Science courses.

**Psychology Minor ..... 18 Semester Hours**

PSY 1113 Introduction to Psychology

Choose two electives from the following:

PSY 3353 Psychology of Learning  
 PSY 3363 Cognitive Psychology  
 PSY 3373 Psychology of Personality  
 PSY 3393 Social Psychology  
 PSY 3513 Health Psychology  
 PSY 3613 Positive Psychology  
 PSY 4313 Abnormal Psychology  
 PSY 4373 Physiological Psychology

Nine elective hours selected in consultation with a Psychology faculty advisor.

**Public Administration/Public Management Minor ..... 21 Semester Hours**

ECON 3633 Public Finance  
 MNGT 3533 Human Resource Management  
 POSC 3523 Local Government and Politics  
 POSC 3563 Introduction to Public Administration  
 POSC 4563 Public Policy

Choose two from the following:

POSC 3533 State Government and Politics  
 POSC 3723 Global Politics  
 POSC 4533 Aspects of Oklahoma Government and Politics  
 POSC 4970 (3 hours) Special Studies  
 (Internship)

**Recreation Minor..... 18 Semester Hours**

Choose three courses from the following:

(other courses listed may be taken for elective credit)

- KIN 3142 Recreation Sports Programs
- KIN 3152 Camp Counseling
- KIN 3242 Sports/Recreation Facilities Management
- KIN 3652 Recreational Leadership
- KIN 4152 Community Recreation
- KIN 4363 Foundations of Recreation

Eleven to twelve electives hours of KIN courses

**Rhetorical Studies Minor..... 24 Semester Hours**

- COMM 1013 Survey of Communication
- COMM 3113 Communication Theory and Research
- COMM 3453 Political Communication
- COMM 3463 Theories of Persuasion
- COMM 3543 Argument and Advocacy
- COMM 4853 First Amendment Studies
- COMM 4443 Communication Criticism

Three elective hours with consultation of an advisor

**Theatre Minor..... 24 Semester Hours\***

- THTR 1113 Introduction to Theatre
- THTR 1133 Introduction to Technical Theatre
- THTR 1213 Introduction to Acting
- THTR 2753 Fundamentals of Theatre Design

Twelve elective hours of theatre, six of which must be upper-division credit.

\*Substitution in design areas may be made with permission of the Director of Theatre.

**Sociology Minor..... 18 Semester Hours**

- SOC 1113 Principles of Sociology

One of the following:

- SOC 3003 Introduction to Social Research
- SOC 4113 Sociological Theory

Twelve elective hours from the following:

- SGER 3443 Aging in Society
- SOC 2213 Social Problems
- SOC 3223 Social Psychology
- SOC 3323 Collective Behavior and Social Movements
- SOC 3343 Medical Sociology
- SOC 3423 Urban Society
- SOC 3523 Juvenile Delinquency
- SOC 3623 Race, Gender and Ethnic Relations
- SOC 3723 The Family
- SOC 3823 Native American Cultures
- SOC 3883 Introduction to Social Work
- SOC 3950 Field Experience in Social Work
- SOC 4153 Sociology of Death and Dying
- SOC 4333 Criminology
- SOC 4383 Stratification and Inequality
- SOC 4533 Population Dynamics

SOC 4883 Comparative Cultures  
 SOC 4960 Directed Readings (three hours)  
 SOC 4970 Special Studies (three hours)  
 SOC 4980 Seminar (three hours)  
 SOC 4990 Research (three hours)

**Spanish Minor..... 18 Semester Hours**

SPAN 1223 Spanish for Review and Progress  
 SPAN 2113 Intermediate Spanish I  
 SPAN 2223 Intermediate Spanish II

SPAN 3123 Conversational Spanish

OR

SPAN 4143 Spanish Oral Proficiency

Choose two electives from the following:

SPAN 2333 Spanish Vocabulary Building  
 SPAN 3113 Spanish Written Communication  
 SPAN 3133 Introduction to Hispanic Literature  
 SPAN 3143 Hispanic Civilization & Culture  
 SPAN 4113 Spanish Peninsular Literature  
 SPAN 4133 Spanish Grammar and Composition  
 SPAN 4223 Latin American Literature  
 SPAN 4303 Spanish Phonetics & Dialects  
 SPAN 4183 Study Abroad in Spanish

**Sports Coaching Minor..... 18 Semester Hours**

KIN 4053 Organization and Administration  
 KIN 4402 Principles of Athletic Coaching  
 KIN 4802 Care and Prevention of Athletic Injuries

Choose two or more from the following:

KIN 4413 Principles of Strength and Conditioning Coaching  
 KIN 4502 Coaching Football  
 KIN 4512 Coaching Basketball  
 KIN 4602 Coaching Baseball  
 KIN 4612 Coaching Track  
 KIN 4632 Coaching Softball  
 KIN 4642 Coaching Volleyball

Choose two or more from the following:

KIN 2752 First Aid and Safety  
 KIN 3242 Sports/Recreation Facilities Management  
 KIN 3473 Applied Anatomical Kinesiology  
 KIN 3852 Sports Rules and Officiating  
 KIN 4253 Physiology of Exercise  
 KIN 4823 Nutrition in Sports  
 KIN 4833 Stress Management  
 KIN 4842 Psychology of Sport

NOTE: If a course or courses have been taken to meet a requirement in a major or major-minor, substitutions for the respective hours listed as "required" must be approved by Department Faculty.

# **Pre-professional Studies**

**Pre-dental Hygiene**

**Pre-dentistry**

**Pre-dietetics**

**Pre-engineering**

**Pre-law**

**Pre-medicine**

**Pre-nursing**

**Pre-occupational Therapy**

**Pre-optometry**

**Pre-osteopathic Medicine**

**Pre-pharmacy**

**Pre-physical Therapy**

**Pre-physician's Associate Program**

**Pre-veterinary Medicine**



# Pre-professional Studies

If you plan to attend professional schools in fields such as dental hygiene, dentistry, dietetics, engineering, law, medicine, nursing, occupational therapy, optometry, osteopathy, pharmacy, physical therapy, physician's associate, radiology, or veterinary medicine, Southeastern has what you're looking for with respect to pre-professional training.

You'll gain two things from Southeastern's pre-professional programs: (1) a solid background for the professional school of your choice, and (2) the educational option of satisfying the requirements for possible graduation from Southeastern.

To earn an undergraduate degree from Southeastern, you will need to select specific combinations of major and minor, double major or major-minor programs.

The application requirements of most professional schools include the following: (1) a college transcript showing the completion of certain pre-professional college courses, (2) submission of test scores from a national preadmission test, (3) letters of recommendation, and (4) a personal interview with an admissions committee. The best time to plan for entrance to professional schools is at the beginning, before you begin your work at Southeastern. Check with your campus academic advisor and with the professional school you plan to attend.

## PRE-DENTAL HYGIENE

Most dental hygiene programs require 60 semester hours of prerequisite college coursework before matriculation. These courses can be very specific and students are encouraged to visit with an advisor as soon as possible if they are considering dental hygiene. All required coursework must be completed with grade of "C" or better and an overall minimum GPA of 2.5.

Recommended courses at Southeastern typically include the following: English Composition I & II (ENG 1113 & 1213), Speech (COMM 1233 or 2133), Statistics (STAT 2153), History (HIS 1513 or 1523), General Chemistry I with lab (CHEM 1315), Human Physiology (BIOL 3614), Human Anatomy (BIOL 3624), Microbiology (BIOL 2114), Nutrition (BIOL 1133), Political Science (POSC 1513), Psychology (PSY 1113), and Sociology (SOC 1113). In addition, three semester hours are needed in each of the following categories: understanding art forms, western civilization and non-western culture.

Additional coursework will also be necessary to reach the required total of 60 hours. Other courses recommended or required by some dental hygiene programs include General Chemistry II with lab and mathematics.

Most schools require that all application materials be submitted no later than January 15th of the year within which admission is desired, but earlier applications are encouraged. Scores on the ACT or SAT is also required of some schools. All dental hygiene programs require observation hours. Consult the specific school website for the exact number.

For additional information, contact the Department of Chemistry, Computer and Physical Sciences or the Department of Biological Sciences.

## PRE-DENTISTRY

Basic admission requirements to most dental schools include a minimum of 90 semester hours of course work. However, the majority of students who are admitted have completed more credit hours and will have received a bachelor's degree before matriculation.

Course requirements for entrance into most dental schools include the following: English Composition I & II (ENG 1113 & 1213), General Chemistry I & II with lab (CHEM 1315 & 1415), Organic Chemistry I & II with lab (CHEM 3053, 3153, 3062 & 3162), Biochemistry (CHEM 4115), Physics I & II with lab (PHYS 1114 & 1214), and Psychology (PSY 1113). In addition, a minimum of eight semester hours are needed in biological sciences. A minimum grade of "C" is required for each prerequisite course.

Students are required to take the American Dental Association Dental Admission Test (DAT) the year preceding the desired year of dental school admission. The DAT is administered on computer by the Sylvan Learning Centers and students register online. A dental school applicant may retake the test a total of three times and must wait 90 days between testing dates.

Observation hours at a dentist office are required by all dental programs for admission. Some schools require as many as 100 documented hours.

Most dental schools participate in the American Association of Dental Schools Application Service (AADSAS). Candidates are encouraged to apply early online in the fall preceding the year of desired admittance.

Strong applicants will be invited for an on campus interview.

For additional information, contact the Department of Chemistry, Computer and Physical Sciences or the Department of Biological Sciences.

## PRE-DIETETICS

Students interested in a career in dietetics (clinical, management or community) may take general education requirements plus pre-professional courses such as general chemistry (two semesters), medical terminology (one semester), general zoology (one semester) or introductory biology for majors, human physiology (one semester), microbiology (one semester), and nutrition (one semester).

Students who are preparing to enter dietetics should be in contact with a university they wish to attend which has an American Dietetic Association approved program. All course work needs to be planned with the guidance of such a program. For more specific information, contact the Department of Biological Sciences.

## PRE-ENGINEERING

If you want a career in engineering, you may complete two years of college at Southeastern before enrolling in an engineering school. The pre-engineering courses are basically the same for all types of engineering programs. It is recommended that you obtain a catalog from the engineering school of your choice before enrollment at Southeastern or during your first year of college.

The following courses are recommended and transferable to most engineering schools: English (6 semester hours), calculus (10 semester hours), general chemistry (5 semester hours), differential equations (3 semester hours), physics (8 semester hours), American history (3 semester hours), American government (3 semester hours), computer programming (3 semester hours), and social sciences and humanities (10-12 semester hours).

For additional information, contact the Department of Chemistry, Computer, and Physical Sciences.

## PRE-LAW

The education prerequisite for admission to most law schools is a bachelor's degree from an accredited institution. Most law schools do not require any specific prelaw courses. However, the Association of American Law Schools recommends that a prelaw student take undergraduate courses that will best prepare the student to communicate ideas. Some appropriate courses are accounting, business, economics, English, history, logic, mathematics, philosophy, and political science.

The admission requirements for the law schools at the University of Oklahoma, Oklahoma City University, and the University of Tulsa include a bachelor's degree, specified scores on the Law School Admission Test (LSAT) designated by each law school, and a creditable overall grade point average. Most law schools consider it desirable that their applicants apply for admission, take the LSAT, and register for the Law School Data Assembly Service (LSDAS) early in the senior year preceding enrollment. All candidates and scholarship applicants in particular are urged to register for the June or September administration of the LSAT.

For additional information, contact the Department of Social Sciences, P. O. Box 4201, (580) 745-2672.

## PRE-MEDICINE

Students interested in medicine can pursue admission to either a college of medicine (MD) or school of osteopathic medicine (DO) after their undergraduate education. Most schools have a prerequisite of three years or 90 semester hours of college course work; however, the majority of students who are admitted will have received their bachelor's degree upon entry. Interested students are encouraged to meet with an advisor as soon as possible to determine a major/minor program. It is important to understand that a student may major in any discipline as long as the minimum requirements for admission are met.

Coursework should include the following: English 3 semesters (ENG 1113, 1213 & 1 other course – ENG 4970 is recommended), General Chemistry I & II with lab (CHEM 1315 & 1415), Organic Chemistry I & II with lab (CHEM 3053, 3153, 3062 & 3162), Physics I & II with lab (PHYS 1114 & 1214), and Principles of Biology I (BIOL 1404). Biochemistry I (CHEM 4115) is also recommended. In addition, at least 1 more semester course is needed in biological sciences and any

combination of 3 semester courses is necessary from anthropology, psychology, sociology, philosophy, humanities or a foreign language. A minimum grade of "C" is required for each prerequisite course along with a cumulative GPA of 3.0. Additional study in the social sciences, humanities, mathematics (calculus is recommended), fine arts, computer science, English, biology and/or chemistry is encouraged.

Applicants are also required to take the Medical College Admission Test (MCAT). This exam is now offered as a computerized exam multiple times during the year between January and September. A student may only take the MCAT a maximum of three times per year and may only register for one exam administration at a time. A minimum score of 21, average of 7.0, is required to be considered for admission.

Observation hours at a doctor's office or in a hospital setting are required by all medical programs for admission. Some schools require documented hours. The more varied the experiences the better.

Applications for admission to a college of medicine are processed through the American Medical College Application Service (AMCAS) at the Association of American Medical Colleges (AAMC) website. Applications open in June with a deadline for filing an application of October 15th of the year preceding desired admission. Strong applicants will be invited for an on campus interview.

Applications for admission to a school of osteopathic medicine are processed through the American Association of Colleges of Osteopathic Medicine (AACOM) website. Deadlines vary by school but early in the fall semester the year preceding desired admission is the best time to apply. Strong applicants will be invited for on campus interviews.

For additional information, contact the Department of Chemistry, Computer and Physical Sciences or the Department of Biological Sciences.

## PRE-NURSING

There are two nursing programs which lead to certification as a Registered Nurse (R.N.). Consequently, Southeastern offers two pre-nursing programs.

## Two-Year Program

The two-year program offered by junior colleges provides the graduate with an Associate of Science degree in addition to the opportunity to obtain R.N. certification. Courses which may be taken at Southeastern and applied to the junior college program include English (two semesters), sociology (one semester), psychology (one-two semesters), nutrition (one semester), human anatomy (one semester), human physiology (one semester), and microbiology (one semester).

## Four-Year Program

Four year nursing programs offered by senior colleges and universities provide the graduate with a Bachelor of Science degree in addition to the opportunity to obtain R.N. certification. Courses which may be taken at Southeastern during the first two years of pre-nursing include English (two semesters), American history (one semester), American government (one semester), general chemistry (one-two semesters), nutrition (one semester), general zoology or introductory biology course for majors (one semester), microbiology (one semester), human anatomy (one semester), human physiology (one semester), psychology (one-two semesters), sociology (one semester), statistics (one semester), and other related courses.

For additional information, contact the Department of Biological Sciences.

## PRE-OCCUPATIONAL THERAPY

To be considered for admission to Occupational Therapy programs at most universities, a candidate must (a) have completed a bachelors with a minimum GPA of 2.75, (b) have a minimum grade of "C" in all prerequisite courses, (c) have documentation of observation experience. In addition, the candidate may be required to take the Allied Health Professions Admissions Test (AHPAT).

The prerequisite courses may include English (two-three semesters), speech (one semester), American history and government (two semesters), statistics (one semester), medical terminology (one semester), psychology (two-four semesters), physics (one-two semesters), human physiology and anatomy (two semesters).

For additional information, contact the Department of Biological Sciences.

## PRE-OPTOMETRY

Most programs recommend a B.S./B.A. in science (chemistry, biology, or interdisciplinary medical sciences degree) for admission. 100% of the entering students at NSUOK and UT had a B.S./B.A. upon admission for the previous 3 years.

The course work to be completed at time of application to the optometry program include general chemistry I and II with laboratory (CHEM 1315 and CHEM 1415); general physics I with laboratory (PHYS 1114 and PHYS 1214); organic chemistry I with laboratory (CHEM 3053 and 3062); biochemistry (CHEM 4115); principles of biology I with laboratory (BIOL 1404); microbiology (BIOL 2114); statistics (STAT 2153); psychology (PSY 1113); English grammar and composition (ENG 1113 and ENG 1213); mathematics (6 semester hours minimum), including college algebra (MATH 1513) and trigonometry (MATH 1613) however calculus (MATH 2215) is recommend or required at several optometry programs. Other courses which are strongly recommended include human anatomy (BIOL 3614) and human physiology (BIOL 3624), social sciences, humanities, public speaking (COMM 2213), analytic geometry (MATH 2113), computer science (CIS 1003), accounting (ACCT 2103), and experimental psychology (PSY 3433).

The applicant must take the Optometry Admission Test (OAT), and scores must be submitted to the optometry program prior to application. The OAT should be taken the fall semester before you plan to apply. A minimum GPA of 2.5/4.0 or higher is required for all U.S. optometry programs.

The same requirements will generally apply to other schools of optometry, however the specific requirements listed above only address the optometry program at Northeastern Oklahoma State University.

For additional information, contact the Department of Chemistry, Computer, and Physical Sciences.

## PRE-PHARMACY

Schools of pharmacy require 58-64 semester hours which should include the following courses: general chemistry I and II with laboratory (CHEM 1315 and CHEM 1415); organic chemistry I and II with laboratory (CHEM 3053/3062 and CHEM 3153/3162); Calculus (MATH 2143 or MATH 2215); General Physics I (PHYS 1114); and

biology (12-16 semester hours), typically including principles of biology I & II (BIOL 1404 and BIOL 1504), microbiology (BIOL 2214), human physiology (BIOL 3614), and/or human anatomy (BIOL 3624)

The programs at OUHSC and SWOSU vary significantly in their requirements for specific general education courses. Consult the program of interest to be sure you fulfill their requirements.

Most applicants have obtained a B.S. at the time of acceptance into a pharmacy program. Applicants should meet the minimum cumulative GPA, plan to take the Pharmacy College Admission Test (PCAT) and make application for admission ten months prior to the beginning of study at a school of pharmacy.

For additional information, contact the Department of Chemistry, Computer and Physical Sciences.

## PRE-PHYSICAL THERAPY

To be considered for admission to Physical Therapy programs at most universities, a candidate must (a) have completed a bachelors with a grade point average of at least 2.75; (b) have a minimum grade of "C" in all prerequisite courses; (c) have documentation of observation experience. In addition, the candidate may be required to take the Graduate Record Exam (GRE).

The 90 semester hours should include the following courses: English and Math (four semesters), psychology, developmental psychology, and/or sociology (three semesters), chemistry (one semester), physics (two semesters), general zoology or introductory biology course for majors (one semester), human physiology (one semester), human anatomy (one semester), medical terminology (one semester) and statistics.

For additional information, contact the Department of Biological Sciences.

## PRE-PHYSICIAN'S ASSOCIATE PROGRAM

Requirements for admission to these programs are variable. Therefore, you should obtain information concerning specific Physician's Associate Programs early in your college career.

The minimum requirements for admission to the University of Oklahoma Health Science Center are as follows:

- a. A minimum of 90 semester hours of course work from an accredited college or university with a GPA of 2.75.
- b. Two years of health related experience are highly preferred and may be in a hospital or clinic, in the military, nursing or technical aide roles where patient contact is emphasized.
- c. Prerequisite courses are as follows: English (two semesters), U.S. history and government (two semesters), general chemistry (two semesters), general zoology or introductory biology course for majors (one semester), anatomy and physiology (two semesters), microbiology (one semester) immunology or pathogenic microbiology (one semester), physics (one semester), mathematics (one semester), biochemistry (one semester), and psychology (two semesters).

For additional information, contact the Department of Biological Sciences or the Department of Chemistry, Computer & Physical Sciences.

## PRE-VETERINARY MEDICINE

Requirements for admission to veterinary schools are variable; therefore, students should obtain information concerning specific veterinary schools early in their college career. Most schools require a minimum of 60 to 67 semester hours of course work. This course work must include ENG 1113 English Composition I & ENG 1213 English Composition II and English elective, CHEM 1315 General Chemistry I & CHEM 1415 General Chemistry II, CHEM 3053/3062 Organic Chemistry & CHEM 3153/3162 Organic Chemistry II, CHEM 4115 Biochemistry I, Mathematics, PHYS 1114 General Physics I & PHYS 1214 General Physics II, BIOL 1404 Principles of Biology I & BIOL 1504 Principles of Biology II, BIOL 2114 Microbiology, BIOL 3404 Genetics, and Humanities/Social Sciences (six semester hours).

For OSU, which most Southeastern students choose to attend, there is also an animal nutrition course requirement which is available by correspondence. It is to the applicant's advantage to take a rigorous course load comprised of the most substantive courses available.

For OSU, all transcripts must be sent to the Veterinary Medical College Application Service (VMCAS) by September 1. Applicants need to make sure and put all past, current, and planned courses into the VMCAS application or their application will be considered incomplete. Completed applications to OSU must be submitted no later than October 1 together with the appropriate application, supplemental application, and processing fees. Only the general test of the Graduate Record Examination (GRE) is required. It must be taken by November of the application year. The GRE test scores must be received by the OSU admissions office on December 1. To be considered for admission to OSU, applicants must complete all pre-veterinary course requirements by the last day of the spring term immediately following the application deadline and must have a grade point average (GPA) in required courses of at least 2.80. A grade lower than "C" in a required course is unacceptable.

For additional information, contact the Department of Biological Sciences or the Department of Chemistry, Computer, and Physical Sciences.

# Graduate Studies

## Application for Admission

Admission to the School of Graduate Studies

Graduate Council

Graduate Faculty

Admission and Academic Information

Application for Admission

## Admission Categories and Criteria

Unconditional Admission to the School of Graduate Studies

Provisional Admission to the School of Graduate Studies

Non-Degree Seeking Admission

Concurrent Graduate Study

Checklist for Graduate Students

## Academic Requirements

Academic Load

Academic Time Limitations

Assessment

Comprehensive Examination

Correspondence/Advance Standing Courses

Course Level

Examinations

Grades and Grade-Point Calculations

Grade-Point Average

Appeal of an Assigned Grade

Changes & Withdrawals

Resident Requirements

Second Master's Degree

Semester Hours (including pass/fail hours)

Thesis

Transfer of Credit

## Retention Policies

## Graduation Requirements

Application for Graduation

Honor Graduates

Graduation Checklist

# Graduate Studies

Southeastern Oklahoma State University has been authorized by its governing boards, the Regional University System of Oklahoma and the Oklahoma State Regents for Higher Education, to grant master degrees in Aerospace Administration and Logistics, Business Administration, Clinical Mental Health Counseling, Curriculum and Instruction, Special Education, School Counseling, Educational Leadership, Native American Leadership, Occupational Safety and Health, Sports Administration, and Technology. The first graduate degree was authorized in 1954 and was called the Master of Teaching degree; in 1969 this degree was changed to Master of Education. To better serve Southeastern's clientele, the Regents, in 1973, approved a graduate program in business which recently became the Master of Business Administration. At the same time the Master of Behavioral Studies was added to the curriculum. In 1984, the Master of Technology program was added, followed by the Master of Science in Aerospace Administration and Logistics program in May 2000. In September of 2010, the Master of Behavioral Studies degree was changed to the Master of Arts degree.

The Master of Arts degree in Clinical Mental Health Counseling is designed for the graduate student who aspires to work in a variety of clinical mental health counseling settings. The Master of Business Administration degree is a professional degree program for those aspiring to responsible positions in business and industry. The Master of Education degree has several options: Curriculum and Instruction (English, Math, Science, Ed. Tech, and General), Special Education, School Counseling, Educational Leadership. The Master of Music Education degree is a new program beginning in Fall 2015. The Master of Science in Native American Leadership explores traditional and modern concepts of Indian education and leadership. The Master of Science in Occupational Safety and Health degree emphasizes the growing need for graduate credentialed safety professionals in the fields of occupational safety, industrial hygiene, and environmental safety. The Master of Science in Aerospace Administration and Logistics degree emphasizes the various challenges facing managers in the dynamic aviation environment with prominence placed on safety through technical and managerial education. The Master of Science in Sports Administration provides a strong foundation in research methodology, sports administration, management, and

finances. The Master of Technology in Biology develops a knowledge base in technology, statistics, and research with an emphasis in biological sciences.

In addition to the various master degrees, Southeastern offers graduate course work that will allow students to pursue the following certification with the Oklahoma Department of Education: School Counseling.

## GRADUATE COUNCIL

The Graduate Council is composed of fourteen members: representatives from faculty senate, two graduate students, the Graduate Dean, and the coordinators of the graduate programs. A faculty chair of this committee will be elected by the current members in September of each academic year. The Graduate Dean will serve in an ex-officio non-voting capacity. The Graduate Council reviews graduate programs, makes recommendations for any needed policy changes and approves graduate faculty status. The Graduate Council also serves as an appeals committee. Graduate policies are administered by the Graduate Dean. All items submitted to the Graduate Council must be received one week prior to set meeting date. Items received after this deadline will be placed on the next meeting agenda.

## GRADUATE FACULTY

Graduate courses at Southeastern Oklahoma State University are conducted by members of the graduate faculty. The Graduate Faculty is made up of those members of the faculty who are recognized for their scholarly activities, creativity, and ability to direct graduate research and study. Members of the Graduate Faculty are recommended by the program coordinator and the appropriate Department Chair to the Graduate Dean for approval by the Graduate Council.

## ADMISSION AND ACADEMIC INFORMATION

It is the responsibility of the student to know and follow the graduate policies. Graduate students should study and refer to this catalog frequently. Note especially that graduate admission is a multi-step process in some

instances. In the following programs, admission to the School of Graduate Studies is also admission to the graduate program: Master of Business Administration, Master of Education, Master of Science in Native American Leadership, and Master of Science in Sports Administration. However, for the Master of Science in Aerospace Administration and Logistics, Master of Arts in Clinical Mental Health Counseling, Master of Science in Occupational Safety & Health, Master of Music Education, and Master of Technology in Biology, admission to the School of Graduate Studies does not indicate admission to a program. Admission to the program will be conducted by the program coordinator at their discretion.

## ACCREDITATION INFORMATION

The School of Graduate Studies at Southeastern Oklahoma State University adheres to the Regional Accrediting Bodies as approved by the U.S. Secretary of Education or the Council for Higher Education Accreditation (CHEA). All transcripts being considered for admission/transfer must be approved by one of the following: Middle States Association of Colleges and Schools (M), New England Association of Schools and Colleges (EH), North Central Association of Colleges and Schools (NH), Northwest Commission on Colleges and Universities (NW), Southern Association of Colleges and Schools (SC), Western Association of Schools and Colleges (WC), or Western Association of Schools and Colleges (WJ). Graduate students should confirm degrees and/or coursework are from a regionally accredited institution prior to admission by calling 580-745-2200.

## APPLICATION FOR ADMISSION

### Admission to the School of Graduate Studies

In order to be considered for admission to the School of Graduate Studies at Southeastern Oklahoma State University, the applicant must submit the following items to the Graduate Office:

1. A completed application for admission to graduate study.
2. One official transcript from each college or university attended, including graduate and undergraduate work, and documentation of a baccalaureate degree from an accredited institution.
3. Application fee

The Application for Graduate Admission may be completed online at [www.se.edu](http://www.se.edu) or in-person with the Graduate Office at Southeastern Oklahoma State University (Administration 307). Once the completed application and appropriate transcripts have been submitted to the Graduate Office, the applicant will be considered for one of the following categories of admission (unconditional admission, provisional admission, and concurrent graduate study). Students intending to pursue non-degree seeking graduate coursework will need to contact and coordinate the Office of Admissions and Recruitment.

### Students for Whom English is a Second Language

Students for whom English is a second language are required to meet the minimum English proficiency requirements designated by the Oklahoma State Regents for Higher Education.

A minimum score of 79 on the Test of English as a Foreign Language (TOEFL) or an International English Language Testing System (IELTS) score of 6.5 within two years of enrollment is required for full admission to a state college or university in the state system.

## ADMISSION CATEGORIES AND CRITERIA

### Unconditional Admission to the School of Graduate Studies

In order to be considered for admission to the School of Graduate Studies at Southeastern Oklahoma State University, the applicant must: (1) have a baccalaureate degree from an accredited institution, (2) meet one of the following criteria of academic standing:

- A. Meet the grade-point average requirements of the respective program (refer to program-specific admission requirement).
- B. An undergraduate grade-point average of at least 3.00 on the last 60 hours of undergraduate course work.
- C. Two years of experience, approved by the program coordinator, in the proposed graduate field of study (must be able to provide



documentation),

- D. Six graduate hours in the proposed field of study or related field at another accredited institution with at least a 3.00 overall grade-point average based on a 4.00 scale, or
- E. Scores on an appropriate nationally recognized battery of tests (Graduate Records Examination [GRE] or a similar test approved by the Graduate Dean) which would place the applicant at or above the twenty-fifth percentile of college graduates.

## Provisional Admission to the School of Graduate Studies

An applicant not meeting the requirements for full admission may be given Provisional Admission (e.g. an undergraduate senior who meets requirements for admission to the School of Graduate Studies and is expected to graduate prior to the first day of graduate courses).

## Non-Degree Seeking Admission

A **non-degree seeking** graduate student who wishes to enroll in a graduate level course should obtain written departmental permission from the department offering the course prior to reporting to the Office of Admissions to request admission to graduate study as a non-degree seeking student at Southeastern Oklahoma State University.

**Students should be aware that graduate course work taken through the non-degree seeking admission process (those who have not been admitted to the School of Graduate Studies and a specific degree program) may not subsequently be applied to a master's degree program.**

## Concurrent Graduate Study/Seniors in Graduate Courses\*

Senior students at Southeastern Oklahoma State University, enrolling in their final semester of undergraduate study, may enroll in graduate courses with departmental approval and provided they have fulfilled the following criteria:

1. Meet the admission requirements of the intended graduate program.
2. Be enrolled in enough undergraduate course work to complete the requirements for the bachelor's degree.
3. Have a total credit hour enrollment not exceeding sixteen semester hours in a regular semester (fall or spring) or eight semester hours in a summer session with departmental approval.
4. Submitted up-to-date transcripts of all college work to the Graduate Office.
5. Obtained permission from the School of Graduate Studies, Administration Building, Room 307.

Seniors receiving permission to enroll in graduate courses are provisionally admitted to graduate study.

\* This policy does not apply to Graduate Counseling courses (those with the COUN prefix) per program specialty accreditation requirements.

## CHECKLIST FOR STUDENTS ADMITTED TO THE SCHOOL OF GRADUATE STUDIES

### I. Admission

- \_\_\_ 1. Complete application for admission to Southeastern Oklahoma State University School of Graduate Studies either online at [www.se.edu](http://www.se.edu) or in-person at the Office of Graduate Studies (A-307).
- \_\_\_ 2. Submit all official transcripts along with application to the Office of Graduate Studies (A-307).
- \_\_\_ 3. Be assigned a graduate advisor by Office of Graduate Studies and visit with advisor to discuss degree plan.

### II. Master's Degree Plan

- \_\_\_ 5. Complete a Degree Plan (obtain this form from your advisor) and place it on file in the Office of Graduate Studies by the end of the first semester of graduate study.

### III. Graduation (Apply between second and fifth week of semester in which you plan to graduate)

- \_\_\_ 8. Apply for graduation by emailing [gradschool@se.edu](mailto:gradschool@se.edu) or completing an application

at the Office of Graduate Studies (A-307). You will need to apply for graduation even if you do not plan on attending the commencement.

#### IV. Requirements for Graduation

- \_\_\_9. GPA of 3.00 or better with no more than two grades of C. A grade below C is not acceptable in the graduate program and will not earn credit on the student's degree plan.
- \_\_\_10. Complete a minimum of appropriate graduate hours (depending upon which program you are in).
- \_\_\_11. Complete all requirements of specific program area.
- \_\_\_12. Complete a minimum 24 hours at SE including last 4 hours of the program.
- \_\_\_13. Hours must be completed within 6 years of graduation.
- \_\_\_14. Have all official transcripts on file.
- \_\_\_15. Complete Master's exit survey (if applicable).

## ACADEMIC REQUIREMENTS

### Academic Load

A graduate student enrolled in three to five semester hours of coursework in a condensed format (e.g. course duration of eight weeks or less) will be considered a half-time student. A graduate student enrolled in six semester hours or more in a condensed format will be considered a full-time student.

A regular semester (e.g. course duration of sixteen weeks) graduate student is classified as full-time if he/she is enrolled in nine (9) or more hours. A summer term graduate student is classified as either full-time or part-time in concordance with the aforementioned condensed format rules.

Normally, a graduate student may not enroll in more than fourteen (14) semester hours during any regular semester or nine (9) semester hours in any condensed term. Overloads (loads in excess of the above) must be approved by the Dean of Graduate Studies.

Graduate assistants are allowed to teach a maximum of six semester hours each term or perform equivalent services up to 20 hours/week. A full course load for a Graduate Assistant is considered to be six hours, and a maximum load is nine hours. Graduate assistants must enroll in a minimum of three hours/semester (RUSO Policy).

### Academic Time Limitations

The graduate student has a six-year window of opportunity to complete their degree program. All course work taken during that six-year period will be applied toward the master's degree for acceptable graduate work.

### Assessment

To assure that graduate study at Southeastern Oklahoma State University is of the highest quality, each graduate degree program uses appropriate assessment procedures to monitor both the progress of each student and the overall effectiveness of the program itself. As part of this process graduate students are required to participate in a variety of assessment activities in order to improve their learning experiences.

### Correspondence/Advance Standing Credit

No graduate credit earned by correspondence or advance standing may be applied toward any master's degree.

### Course Level

For students admitted prior to Fall 2007, the student's degree plan may include approved 4000-level courses taught by members of the graduate faculty. However, a minimum of either sixteen hours or one-half of the total required hours, whichever is greater, must be at the 5000-level.

Effective Fall 2007, 3000 and 4000-level courses are no longer approved for graduate credit.

### Examinations

The Graduate Record Examination (GRE), Graduate Management Admission Test (GMAT), or similar examinations are **NOT** required for admission to the School of Graduate Studies; however, test scores may also be used as an alternative for admission to the School of Graduate Studies.

### Grades and Grade-Point Calculations

#### Grade Points Per:

<u>Grade</u>	<u>Semester Hour</u>
A Excellent	4
B Good	3
C Average	2

D Below Average	1
F Failure	0
P Passed	*
NP No Pass	*
S Satisfactory	**
U Unsatisfactory	*

\* GPA Neutral

\*\*GPA Neutral – used for zero-level courses only

### **Other Symbols**

I An incomplete may be used at the instructor's discretion to indicate that additional work is necessary to complete a course. To receive an "I", the student should have satisfactorily completed a substantial portion of the course work for the semester but be unable to complete remaining work due to extenuating circumstances. The "I" will become permanent within one year of the date of its posting. An "I" is GPA neutral.

AU Audit status is used for the student not interested in obtaining a course grade, but who is enrolled simply to gain course information. Enrollment in a course under audit status requires permission of the academic department offering the course. The allowable time to change an enrollment status from audit or from credit to audit is within the first ten class days of a regular semester and within the first five days of the summer term. An "AU" is GPA neutral.

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

W Withdrawals transacted during the first two weeks of a regular semester or during the first week of a condensed term will not be recorded on the student's transcript. A "W" will be recorded on the transcript for all withdrawals occurring during the third through the twelfth week in a regular semester or during the second through sixth week in a condensed term. No course withdrawals, including complete withdrawals, are permitted during the last two weeks of the term. These deadlines are for regularly scheduled, full-term courses. All other courses will have proportional withdrawal timelines. A "W" is GPA neutral.

AW An administrative withdrawal may be assigned by the Office of Academic Affairs to indicate that a student has been "involuntarily" withdrawn for disciplinary or financial reasons or for inadequate attendance. An "AW" is GPA neutral.

X Indicates that graduate thesis or dissertation is in progress; will be subsequently replaced by appropriate grade. An "X" is GPA neutral.

## **Grade-Point Average**

The student must maintain a 3.00 average or better in all graduate work attempted with no more than two grades of C. A grade below C is not acceptable in the graduate program and will not earn credit on the student's degree plan.

## **Appeal of an Assigned Grade**

The Graduate Council acts upon appeals received in writing from faculty or students who seek to have grades or records altered. The chain of command is expected to be followed as indicated on the appeal application. The decision of the Graduate Council will be final. The procedure for submitting a grade appeal is as follows:

1. Request an "Application for Graduate Appeal" from the Office of Academic Affairs, Administration Building, Room 307, (580) 745-2208.
2. Submit the application form along with a letter stating the reason for the appeal to the Office of Academic Affairs.
3. After the application is received, the Office of Academic Affairs will inform the student in writing of the meeting date. The Graduate Council meets several times during each semester.
4. The student has the option of appearing before the Graduate Council.
5. The final decision of the Graduate Council will be submitted to the student by mail.

## **Changes and Withdrawals**

Students finding it necessary to terminate their work in any class before the last day to drop a class should contact their academic advisor for appropriate forms and instruction concerning withdrawal procedures. Students

terminating their entire enrollment should initiate the complete withdrawal with the Office of the Registrar.

Class withdrawals, including complete withdrawals, when transacted as a change of schedule during the first five days of a regular semester or during the first three days of a condensed term, will not be recorded on the academic transcript.

Any student reported by their instructors as “never attended” in 100% of the courses in which they are enrolled may have their enrollment cancelled as a “No Show” student for the semester. In these cases, there will be no grade record or charges for the courses.

Any student who withdraws from a course during the sixth day through the twelfth week in a regular semester or the fourth day through the sixth week in a condensed term, will receive a grade of “W” in the course.

No course withdrawals, including complete withdrawals, are permitted during the last two weeks of the term.

It should be noted that the preceding deadlines for class withdrawals are for regularly scheduled, full-term classes. Shorter duration (condensed) courses—interim courses and intensive courses (length less than sixteen weeks, fall or spring; eight weeks, summer)—will have proportional timelines and refund periods.

## Residence Requirement

A minimum of twenty-four semester hours, including the last four hours of the program, must be completed in residence at Southeastern.

## Second Master’s Degree

Students with a master’s degree from an accredited institution may complete a second master’s degree at Southeastern Oklahoma State University by completing all requirements (admission, residence, time limitations, etc.) for the second master’s degree. The second master’s degree plan, in consultation with the Academic Advisor and approval from the Dean of the School of Graduate Studies, must contain a minimum of twenty-four graduate hours not applied toward any other master’s program.

## Semester Hours (Including Pass/Fail Hours)

The master’s degree programs at Southeastern Oklahoma State University require the completion of a minimum of thirty-two semester hours of acceptable graduate credit. The maximum number of semester hours of “P” grades acceptable in a master’s degree program is nine. **No more than three workshop/seminar hours are allowed.**

## Thesis

A thesis option may be undertaken at the recommendation of the department involved. Guidelines for thesis preparation may be obtained in the Graduate Office. The thesis is not an option in the Master of Business Administration program.

## Transfer of Credit

Only grades of B or better are acceptable to be considered for transfer and are subject to departmental approval. A maximum of nine (9) semester hours of transfer credit may be accepted from another accredited School of Graduate Studies toward the master’s degree at Southeastern Oklahoma State University (see residence requirements). These hours, or any part thereof, may be applied when, in the judgment of the Dean of the School of Graduate Studies and the program coordinator, they contribute to the planned program of the student. Transfer credit must also meet the time limit regulation.

## Program-Specific Admission

Acceptance in a graduate program at Southeastern Oklahoma State University **does not assure** admission to certain master degree programs (Master of Arts in Clinical Mental Health, Master of Science in Occupational Safety and Health, Master of Aerospace Administration and Logistics, Master of Music Education, and Master of Technology in Biology). **The program coordinator will conduct the proper in-department admission requirements with the student at their discretion.**

The applicant must have satisfied the following requirements prior to filing for admission to a program.

1. Unconditional admission to the School of Graduate Studies and the specific graduate program.
2. An approved plan of study filed with the Graduate Office.
3. A 3.00 grade point average in all graduate course work attempted.

## Retention Policies

A graduate student is required to maintain a minimum grade point average of 3.00 in all graduate course work attempted in order to be considered in good standing in a graduate program (*see grade-point average*). If a student's cumulative graduate GPA falls below a 3.00, the student is automatically placed on probation. A student on probation must accomplish both of the following to remain in good standing in the graduate program:

1. Achieve a minimum of 3.00 each term of enrollment while on probation, and
2. Achieve a cumulative graduate GPA of 3.00.

Failure to accomplish either of these requirements will result in an automatic suspension from the graduate studies for one semester (fall, spring, or summer). Reinstatement requires re-application for admission to graduate study at Southeastern. A second such suspension results in permanent dismissal of the student from graduate study at Southeastern Oklahoma State University.

## Appeal for Immediate Readmission after Suspension from Southeastern

Students who feel that they have had extraordinary personal circumstances which contributed to their academic difficulties may petition for immediate reinstatement by requesting an "Application for Academic Appeal" from the Office of Academic Affairs, Administration Building, Room 307, (580) 745-2200, or [academicaffairs@se.edu](mailto:academicaffairs@se.edu). If approved by the Graduate Council, the student will be reinstated for one semester on a probationary basis and must meet the retention requirements at the end of the semester for continued enrollment at Southeastern Oklahoma State University.

# GRADUATION REQUIREMENTS

## Application for Graduation

Graduate students must apply for graduation within the second and the fifth weeks of the semester in which they plan to graduate. It is the responsibility of the student to initiate and complete the process for graduation. *It is also the responsibility of the student to notify the Graduate Office if, for any reason, the graduation process has not been completed.*

## Honor Graduates

Students in the graduating class with a 4.00 grade-point average are recognized as honor graduates at the commencement exercises. For consideration as an honor graduate, a student must be completing the requirements for his/her first master's degree.

In determining honor standing, the cumulative grade-point average is used which includes all courses attempted, including those from other institutions attended and those forgiven by repeating, academic reprieve, or academic renewal. All honor designations for the commencement ceremonies are tentative until the review of the student's final grade and the conferral of the degree.

## Graduation Check List

The process for the Application for Graduation is a multi-step process and will take about 1 to 1.5 hours to complete. It is highly recommended that you contact your major advisor to schedule an appointment before coming to campus. You can also contact your advisor via email or phone to initiate the process. Complete the following steps in sequential order.

1. Email [gradschool@se.edu](mailto:gradschool@se.edu) or visit the Office of Graduate Studies (A-307) to obtain an Application for Graduation. A review of your file will be made at that time to ensure you have completed all requirements for the master's degree program. You will be informed of any deficiencies at that time and if a hold will be placed on your diploma.

2. Pay the \$25.00 Graduation Fee either on CampusConnect or over the phone with the Business Office at 580-745-2850.
3. If you have taken out any student loans, you will need to complete Exit Counseling with the Office of Financial Aid. You can contact the Office of Financial Aid either via email at [financialaid@se.edu](mailto:financialaid@se.edu) or via phone at 580-745-2186.
4. You will receive a letter from the Registrar's Office informing you of graduation practice, graduation time and date, and how to purchase a cap and gown. You may also check the website [www.se.edu](http://www.se.edu) or BlackBoard for this information approximately two weeks prior to the ceremony.

You will receive your diploma in the mail approximately 8-10 weeks after graduation if you have met all of the requirements for a master degree program at Southeastern Oklahoma State University. If you have any questions, please contact the Office of Graduate Studies at 580-745-2200 or [gradschool@se.edu](mailto:gradschool@se.edu).

# Degrees and Degree Requirements

## Arts

### Clinical Mental Health Counseling

- General Information
- Program Mission Statement
- Program Training Objectives
- Student Handbook
- Program Prerequisite Requirements
- Admission, Retention, Suspension, and Dismissal Policy
- Due Process (Appeals)
- Licensed Professional Counselor (LPC) Information
- Professional Associations
- Delivery Systems Used for Instruction
- Endorsement Policy
- Program Outcome Assessment Measures

## Business Administration

- Statement of Objectives
- Program Admission Requirements
- Course Load Information

## Education

- Vision and Mission
- Program Admission
- Comprehensive Examination
- Special Education
- Educational Leadership
- School Counseling
- Curriculum and Instruction

## Science

### Aerospace Administration and Logistics

- Program Admission Requirements
- Native American Leadership
- Occupational Safety and Health
- Program Description
- Statement of Objectives
- Admission Requirements
- Sports Administration
- Program Description
- Statement of Objectives
- Admission Requirements

## Technology

- Statement of Objectives
- Biology
- Program Admission Requirements

## Specialty

- Music Education
- Early Intervention Child Development

# MASTER OF ARTS CLINICAL MENTAL HEALTH COUNSELING (078)

## General Information

The faculty and staff of the Department of Behavioral Sciences at Southeastern Oklahoma State University (SE) welcome you to the Master of Arts degree program in Clinical Mental Health Counseling (CMHC). This degree program is designed to prepare professional counselors for the pre-master's educational and clinical training requirements of the Licensed Professional Counselor (LPC) license offered through the Oklahoma State Department of Health. Training in the CMHC master's degree program is rigorous, structured, and constantly evolving to address the needs of mental health clients in today's society. Counselor Education faculty members in the Southeastern CMHC Program are dedicated to preparing high quality graduates to work in public and private sectors of the mental health community.

The CMHC master's degree program at SE prepares counseling professionals for work in variety of clinical mental health settings. Examples of such settings include: community mental health centers, educational assistance programs (EAPs), inpatient psychiatric facilities, substance abuse treatment centers, interdisciplinary mental health treatment facilities, U.S. Department of Veterans Affairs (VA) hospitals and outpatient clinics, correctional facilities, business or industry settings, university counseling centers, or private/independent practice. Full information regarding this degree program is available on the program website <http://www.se.edu/dept/cmhc/>

## Program Mission Statement

The Master of Arts degree program in Clinical Mental Health Counseling provides an environment of academic excellence designed to prepare and empower graduate students seeking entrance into the field of clinical mental health counseling. The goal of this training program is to afford students the training and skills necessary to become competent, professional, and ethical in the delivery of clinical mental health counseling services. The program is based on the wellness model of mental health service delivery and prepares graduates to act in the best

interest of the clients and general public they serve. By having access to cutting edge educational experiences, skilled clinical supervision, and a rigorous and nationally-recognized academic program of study, students are afforded the opportunity to acquire a comprehensive body of knowledge, professional skills, ethical foundations, and cultural competencies. This carefully structured training program prepares students for success, responsible citizenship, and lifelong learning in the field of clinical mental health counseling.

## CACREP Accreditation

The Master of Arts degree in Clinical Mental Health Counseling is accredited by the Council for Accreditation of Counseling and Related Educational Programs (CACREP) as a "Clinical Mental Health Counseling" program. CACREP accreditation assures that program faculty members and university administration support counselor training as outlined by regularly updated national standards. It also assists with licensure attainment and portability along with securing employment and third-party insurance coverage.

## Program Training Objectives

The Master of Arts degree in Clinical Mental Health Counseling provides training based upon the most current training competencies promulgated by the Council for Accreditation of Counseling and Related Educational Programs (CACREP). Therefore, students receive core, specialty, and clinical training in a variety of areas. These areas represent the program training objectives and are covered in detail in the program of study required of this program. The program training objectives include in-depth training in the following knowledge areas:

- Clinical Mental Health Counseling Orientation and Ethical Practice
- Social and Cultural Diversity
- Human Growth and Development
- Career Counseling and Development
- Helping Relationships
- Group Work
- Counseling Assessment
- Research and Program Evaluation



## Clinical Mental Health Counseling Student Handbook and Policies and Procedures Manual

All students in the CMHC master's degree program receive a copy of the current version of the *Clinical Mental Health Counseling Student Handbook and Policies and Procedures Manual* during the required CMHC New Student Orientation (handbook also available on the program website: <http://www.se.edu/dept/cmhc/>). This handbook has been developed to serve several functions for applicants, students, and candidates in the CMHC Master's Degree Program. These functions include, but are not limited to, the following: (a) a comprehensive guide and orientation to the CMHC Master's Degree Program and services available to students at SE; (b) a listing of the CMHC Program Policies and Procedures to which all students must adhere; and (c) an informational resource regarding the Counselor Clinical Training Sequence component of the CMHC training program.

### Program Prerequisite Requirements

Aside from an earned baccalaureate degree from a regionally accredited college or university, the CMHC master's degree program at SE does not have any specific prerequisite requirements. We invite applicants from any undergraduate major and believe that having variety in one's undergraduate background adds to the richness of the profession. Examples of undergraduate majors of current students include: art, music, business, biology, English, communications, psychology, sociology, criminal justice, education, health, physical education, and recreation, etc.

### Program Admission, Retention, Suspension, and Dismissal Policy

Students wishing to apply to the CMHC master's degree program must complete two (2) separate university application processes. Initially, students must be admitted to the SE School of Graduate Studies. This application process may be completed on the SE website or in person in the SE Administration Building, Room 307 (Office of Academic Affairs).

Once admitted to the SE School of Graduate Studies, students are eligible to complete an application for admission to the CMHC master's degree program (official application available on the program website: <http://www.se.edu/dept/cmhc/>). Materials required in this application packet include the following:

- Verification of admission to the SE School of Graduate Studies
- Official copies of all undergraduate and (if applicable) graduate transcripts (including verification of an earned baccalaureate degree from a regionally accredited college or university)
- Completed CMHC Application Checklist
- Application for Admission to the CMHC Program (with required witness signature)
- Statement of Personal/Professional Goals (specific guidelines apply)
- Consent to Release Information and Records Form (with required witness signature)
- Three Letters of Recommendation

The CMHC master's degree program has adopted a formal Admission, Retention, Suspension, and Dismissal (ARSD) policy. This policy details all admission requirements. It also provides comprehensive information regarding retention, suspension, and dismissal matters regarding students who have been admitted to the program. A copy of the CMHC ARSD Policy is available on the program website.

### Students' Right to Due Process (Appeals)

Due process in higher education refers to the provision of a fair and just opportunity for students to explain and defend their actions against charges of misconduct or to challenge decisions made on their behalf with regard to university and/or program admission, retention, suspension, or dismissal decisions or earned grades. Students have one (1) calendar year from the date of the matter they wish to contest within which to initiate an appeal. If an appeal is not initiated within this time frame, such matters are not considered. In essence, due process provides students with an established course of action and proceedings designed to safeguard their rights. Procedures for initiating an appeal are provided on the CMHC Program website <http://www.se.edu/dept/cmhc/>

## Licensed Professional Counselor (LPC) Information

The CMHC master's degree program is designed to prepare students for the pre-master's educational and clinical training requirements for Oklahoma or Texas LPC licensure. Contact information for each state board is as follows:

Oklahoma Office of Professional Counselor Licensing:  
 Website: <https://www.ok.gov/behavioralhealth/>  
 Telephone: (405) 522-3696

Texas State Board of Examiners of Professional Counselors:  
 Website: <http://www.dshs.texas.gov/counselor/>  
 Telephone: (512) 834-6658

## Criminal or Civil Litigation History Statement

CMHC applicants, students, or candidates should be aware that having a criminal or civil history indicative of moral turpitude may disqualify them from eligibility for LPC Licensure. Prior to starting the CMHC graduate program, any student with a background containing ethical, civil, or legal records potentially indicative of moral turpitude should first contact the Oklahoma State Department of Health, via the means listed above, to discuss such matters prior to beginning or completing their graduate education.

## Professional Associations

Students are strongly encouraged to become involved in professional counseling associations during and after their graduate studies. The flagship organization for CMHC students is the American Counseling Association. Information regarding the American Counseling Association is available at <http://www.counseling.org/> Information regarding the Oklahoma Counseling Association is available at [www.oklahomacounseling.org](http://www.oklahomacounseling.org). Texas Counseling Association information is available at [www.txca.org](http://www.txca.org).

## Delivery Systems Used for Instruction

The majority of courses in the CMHC master's degree program are delivered via the face-to-face classroom setting. Occasionally, courses are broadcast to the

Southeastern Idabel Campus via Interactive Educational Television (IETV). At the present time, it is the policy of the CMHC Master's Degree Program that courses are not offered via the Internet or in a "blended" course format. Further, in using the recently published definition of the Higher Learning Commission (HLC), the CMHC master's degree program is not considered a "Distance Education Program."

## Endorsement Policy for Student Graduation, Credentialing, Employment, or Other Activities

Faculty members in the CMHC master's degree program have adopted endorsement guidelines as provided in the current version of the *American Counseling Association (ACA) Code of Ethics*. Per the *ACA Code of Ethics* (2005), "F.5.d. Endorsement: Supervisors endorse supervisees for certification, licensure, employment, or completion of an academic or training program only when they believe supervisees are qualified for the endorsement. Regardless of qualifications, supervisors do not endorse supervisees whom they believe to be impaired in any way that would interfere with the performance of the duties associated with the endorsement" (p. 14). Further details regarding the CMHC endorsement policy are available on the program website <http://www.se.edu/dept/cmhc/>

## Program Outcome Assessment Measures

Faculty members in the CMHC master's degree program are highly dedicated to preparing tomorrow's clinical mental health counselors in the best way possible. Faculty members are also committed to receiving feedback regarding the quality of their teaching. Correspondingly, a variety of student learning outcome measures and faculty evaluation tools are utilized. Results of these assessment tools are used for the purpose of constantly improving the quality of the CMHC master's degree program. To summarize data obtained from these outcome assessment measures, the CMHC master's degree program completes an aggregate, annual Program Outcome Assessment Report. This report is available annually on the program website (<http://www.se.edu/dept/cmhc/>) for public review.

# MASTER OF BUSINESS ADMINISTRATION (075)

## Mission

The Master of Business Administration degree provides a broad-based professional degree program for those aspiring to hold responsible positions in business and industry. The program is designed to develop professional capability in functional areas of business administration and to provide students the knowledge and perspective needed for success in a rapidly changing world of business management.

## Accreditation

The Master of Business Administration Degree will be granted upon successful completion of the graduate business program curricular requirements. The Southeastern Oklahoma State University administration and the faculty and staff of the John Massey School of Business are dedicated to the continuous improvement of business education. The Master of Business Administration Degree is accredited by the Association to Advance Collegiate Schools of Business (AACSB).

## Goals and Objectives

The goals and objectives of the Master of Business Administration degree are to be reflected in several outcomes. A Student completing the MBA shall be able to demonstrate each of these abilities:

Goal 1: Communication. JMSB MBA students will be able to effectively communicate orally and in writing.

Objective a. To craft thoughtful solutions to business problems and communicate those solutions in executive-quality written documents.

Objective b. To craft and deliver executive-quality oral presentations and defend proposed solutions.

Goal 2: Analysis: JMSB MBA students will be effective analysts.

Objective a. To analyze a firm's strategy and provide valuable insights to improve the firm's operations.

Goal 3: Teamwork. To effectively participate as a member of a team.

Objective a. To work and communicate effectively with team members to accomplish a team goal.

Objective b. To complete individual assignments in support of a team goal in a timely manner.

Objective c. To work with individuals of diverse backgrounds to achieve team goals

Goal 4: JMSB MBA graduates will be critical thinkers.

Objective a. To display critical thinking skills in solving complex, multi-faceted business problems.

## Program Admission Requirements

Students will be admitted to the MBA program either to 1) full-standing status, or 2) provisional status.

1. Full-Standing Status: Full-standing status allows students to immediately enroll in the graduate curriculum. Full-standing admission may be achieved by meeting the general admission requirements of the School of Graduate Studies and by completing the undergraduate prerequisites required by the John Massey School of Business.
2. Provisional Status: Students currently enrolled in their last semester of coursework at Southeastern Oklahoma State University are eligible for provisional admission provided they meet the Master of Business Administration program's admission criteria. Full admission is contingent upon completion of bachelor degree.
3. The Master of Business Administration program's admission criteria are defined as the following:
  - a. A bachelor degree from a regionally accredited institution (or a course-by-course evaluation of international work by a NACES member showing equivalency to a regionally accredited institution in the United States),
  - b. A 3.00 undergraduate retention GPA,
  - c. A 3.00 GPA in the last 60 hour of coursework, or
  - d. A 3.0 GPA in 9 hours of graduate coursework from a regionally accredited university.
4. Students who do not meet the Master of Business Administration program's admissions criteria are

available for review if they meet the following criteria:

- a. A bachelor degree from a regionally accredited institution (or a course-by-course evaluation of international work by a NACES member showing equivalency to a regionally accredited institution in the United States),
  - b. A 2.50 undergraduate retention GPA, or
  - c. A 2.75 GPA in the last 60 hours of coursework.
5. Students denied admission to the program and possess a baccalaureate degree from a regionally accredited institution, or its equivalency by aforementioned standards, are able to appeal their denial by submitting a portfolio for the Master of Business Administration faculty to review. A portfolio consists of:
- a. One letter of application outlining the applicant's career goals and objectives as well as how the Master of Business Administration degree will enhance those objects and goals,
  - b. One current resume, and
  - c. Three professional letters of recommendation.

## Prerequisite Courses

The following are the John Massey School of Business Undergraduate courses that are required as prerequisites to admission to the MBA program or equivalent courses from an accredited undergraduate program of another institution.

ACCT 2103	Fundamentals of Financial Accounting
ACCT 2203	Fundamentals of Managerial Accounting
BUS 2633	Business Statics
ECON 2213	Principles of Microeconomics

The applicant must have no grade in any course lower than a C. The applicant may choose to take an advanced standing test in one or all of the four prerequisites listed above or take the admission preparation program. Applicants should contact the MBA advisor or director concerning the requirements for these tests.

The graduate program director shall approve any

exceptions to the admissions requirements and substitutions/waivers of required courses.

## Course Load Information

Six hours per condensed term is considered a full load for a graduate student. Students will need permission from the Dean of Graduate Studies and the Program Director before they will be allowed to enroll in more than six hours. Three hours per condensed term is considered part-time in the graduate program. It is recommended that students working full-time take no more than six hours per condensed term.

Graduate assistants will be required to take a minimum of six hours per semester (one course per seven-week term) to continue as graduate assistants.

# MASTER OF EDUCATION

## Vision

Southeastern Oklahoma State University will be the leading provider of high quality Master of Education programs in southeastern Oklahoma and northern Texas for the development of educational leaders.

## Mission

Southeastern Oklahoma State University Master of Education programs produce graduates who demonstrate academic and practical excellence in their respective fields. Through quality instruction grounded in current research, students will develop the professional competencies necessary to support thoughtful, ethical, and effective practice.

## Program Admission Requirements

All applicants to the Master of Education degree program must first be admitted to the School of Graduate Studies (A-307) before applying for admission to the Master of Education program. Prerequisites may be required in the specialization areas. Students should refer to the specific degree programs in the catalog for a complete list of admission requirements. Complete policy for the Master of Education program is found in Graduate Studies Handbook: Master of Education degree programs which is available online at <http://www.se.edu/>

Full admission to the Master of Education program requires the following:

1. A bachelor degree from a regionally accredited institution (or a course-by-course evaluation of international work by a NACES member showing equivalency to a regionally accredited institution in the United States),
2. At least a 2.75 overall undergraduate GPA,
3. A 3.00 GPA in the last 60 hours of coursework, or
4. A 3.00 GPA in 6 hours of graduate coursework at a regionally accredited university.
5. The Master of Education in School Counseling requires the applicant demonstrate evidence of eligibility to hold a teaching certification.

Students who do not meet the Master of Education program's admission criteria are able to submit a portfolio for review of the Master of Education program faculty if they meet the following criteria:

1. A bachelor degree from a regionally accredited institution (or a course-by-course evaluation of international work by a NACES member showing equivalency to a regionally accredited institution in the United States),
2. A 2.00 undergraduate retention GPA, or
3. A 2.00 GPA in their last 60 hours of coursework.

A portfolio consists of:

1. A current resume demonstrating two years of teaching experience,
2. A letter of application outlining the applicant's career goals and objectives (including how the Master of Education degree program of choice will enhance their career), and
3. A professional letter of recommendation.

## Comprehensive Examination Requirements

Candidates for the Master of Education Degree must perform satisfactorily on a Comprehensive Examination administered after completion of all but nine hours of their degree program requirements. Further, candidates must have completed at least nine hours in a specialty area of study before taking the Comprehensive Examination. A detailed description of the Comprehensive Examination is provided in the Graduate Studies Handbook available online.

## SPECIAL EDUCATION (072)

### Program Admission Requirements

The applicant must meet the admission requirements of the School of Graduate Studies and Master of Education program.

## EDUCATIONAL LEADERSHIP (073)

### Program Admission Requirements

The applicant must meet the admission requirements of the School of Graduate Studies and Master of Education program.

## SCHOOL COUNSELING (071)

### Statement of Objectives

The Master of Education in School Counseling is designed to prepare individuals with an academic background in education to assume the role of professional school counselor in elementary and secondary schools. The program prepares counselor trainees to facilitate the growth and development of young people through training in school counseling program development, consultation, career development, and intervention strategies in a multicultural context. As such, students will gain curricular experience and knowledge in the following 10 areas:

1. The fundamentals of effective counseling, guidance, and leadership in schools and skills in the coordination, administration, and evaluation of comprehensive developmental school counseling programs.
2. The nature and needs of individuals at all developmental levels as applied to the practice of school counseling.
3. Issues and trends in a culturally diverse society and how these issues impact the practice of school counseling.
4. Advocacy skills and practices to promote student development in academic, career, and personal/social domain areas and to enhance a positive school climate that is responsive to diverse student populations.
5. The nature of counseling and consultation

- relationships by studying the related theories, skills, and practices of school counselors involving classroom instruction and applied practicum experiences.
6. Group development, dynamics, counseling theories, group counseling methods and skills, and other group work approaches used by the school counselor.
  7. Career development and related life factors as applied to the practice of school counseling.
  8. The appraisal process by studying the nature of assessment, appraisal methodology, and specific instruments used by school counselors.
  9. Types of research methods, basic statistics, and ethical and legal considerations in research for school counselors.
  10. All aspects of the school counseling profession including history, roles, organizational structures, ethics, standards, and credentialing.

## Assessment

Faculty members in the Department of Behavioral Sciences place a high priority on the assessment of student learner outcomes. Assessment procedures for the school counseling program include, but are not limited to, standardized testing, comprehensive examination, surveying, and evaluation.

## Program Admission, Retention, Suspension, and Dismissal Policy

Admission to the School Counseling Master of Education Program involves two (2) separate university application processes. First, prospective students must complete an application for admission to the Southeastern Oklahoma State University (SE) School of Graduate Studies. This application process may be completed on the SE website or in person in the SE Administration Building, Room 317 (Office of Academic Affairs).

After being successfully admitted to the SE School of Graduate Studies, students are eligible to complete an application for admission to the Master of Education Program in School Counseling (official application available on the program website: [homepages.se.edu/gus/graduate-programs/master-of-education-degree-programs/m-ed-in-school-counseling](http://homepages.se.edu/gus/graduate-programs/master-of-education-degree-programs/m-ed-in-school-counseling)). Materials required in this application packet include the following:

- Verification of admission to the SE School of Graduate Studies
- Official copies of all undergraduate and (if applicable) graduate transcripts (including verification of an earned baccalaureate degree from a regionally accredited university)
- Completed School Counseling Application Checklist
- Application for Admission to the School Counseling Program (with required university witness signature)
- Statement of Personal/Professional Goals (specific guidelines apply)
- Consent to Release Information and Records Form (with required university witness signature)
- Three Letters of Recommendation (in an envelope with recommender's signature over seal)
- Successful completion of the Graduate Record Examination (GRE) General Test as defined by program admission criteria
- Current and valid Teaching Certificate in any state or the following: (1) A letter from the Oklahoma State Department of Education verifying eligibility for the Alternative Placement Program and (2) Verification of passing scores on the Oklahoma Subject Area Test (OSAT), in the student's area of undergraduate studies, and the Oklahoma General Education Test (OGET). Passing scores on these two examinations must be submitted within completion of 18 graduate credit hours.

The School Counseling Master's Degree Program has adopted a formal Admission, Retention, Suspension, and Dismissal (ARSD) policy. This policy details all admission requirements. It also provides comprehensive information regarding retention, suspension, and dismissal matters regarding students who have been admitted to the program. The ARSD policy is available on the program website ([homepages.se.edu/gus/graduate-programs/master-of-education-degree-programs/m-ed-in-school-counseling](http://homepages.se.edu/gus/graduate-programs/master-of-education-degree-programs/m-ed-in-school-counseling)).

## Student's Right to Due Process (Appeals):

Due process in higher education refers to the provision of a fair and just opportunity for students to explain and defend their actions against charges of misconduct or to challenge decisions made on their behalf

with regard to university and/or program admission, retention, suspension, or dismissal decisions. In essence, due process provides the student with an established course of action and proceedings designed to safeguard his or her rights.

## Professional Associations

School counseling students are strongly encouraged to become student members of the American Counseling Association and the American School Counselor Association, along with the Oklahoma affiliates for both of these organizations.

## Professional Liability Insurance

School counseling students are required to obtain professional liability insurance prior to enrollment in Counseling Practicum or Counseling Internship. Although students may obtain this insurance from a variety of third parties, common sources include those endorsed by the American Counseling Association or the Oklahoma Counseling Association.

## Course Sequence

Students are provided with a recommended sequence of courses during their initial advising appointment. It is recommended that students follow the recommendations of the course sequence for appropriate professional development. Deviations from the sequence may result in interruptions in the student's professional development and/or delays in graduation.

Note: As a graduation requirement, students must complete the Master of Education Comprehensive Examination during their last semester of classes. Contact the coordinator of the School Counseling program for further information regarding this examination.

## CURRICULUM AND INSTRUCTION (110)

### Program Description

The purpose of Southeastern's Master of Education in Curriculum and Instruction is to produce graduates who demonstrate academic and practical excellence in their respective fields. Through quality instruction grounded in current research, candidates will develop the professional knowledge, skills, and dispositions necessary to be highly

qualified and highly effective teachers. The proposed program will be offered online in a condensed format.

### Statement of Objectives

The Curriculum and Instruction program will prepare candidates to become more effective teachers. The program will incorporate courses that provide candidates with the opportunity to complete "field-based," authentic assignments. The principle outcome of this program is that each candidate will not only be highly qualified but will also be a highly effective teacher in the classroom.

## MASTER OF SCIENCE IN AEROSPACE ADMINISTRATION & LOGISTICS (079)

(Only accepting applications at Tinker AFB, Rose State College, and online)

### Statement of Objectives

The Master of Science in Aerospace Administration & Logistics is a unique program that provides a broad-based professional degree for those aspiring to positions of responsibility within the aerospace industry. The degree is designed to stress realistic solutions to managerial, scientific, logistic, and administrative challenges in today's aerospace industry. Current issues confronting the aviation industry are studied in-depth within the classroom environment allowing a detailed analysis, incorporating current theories, and using the modern tools and techniques available to managers. The logistics management concentration of the MS degree includes the study of supply chain management and protocols that plan, implement, and control the efficient, effective forward and reverse flow and storage of goods, services and related information between the point of origin and the point of consumption in order to meet customers' requirements.

Thus, the overall goal of the program is to provide the student with the depth and breadth of knowledge in aerospace administration & logistics to be successful in the aerospace industry. This course of study also facilitates the investigation of the functional areas of aerospace needed for success in specific areas in the administration of the dynamic aerospace industry.

## Student Outcomes

The primary objectives of the Master of Science in Aerospace Administration & Logistics degree are reflected in several outcomes. A student completing this degree shall be able to demonstrate:

1. The ability to make sound decisions in the aerospace industry using a logical, scientific approach.
2. A working knowledge of safety systems and programs dedicated to the facilitation of increased safety on the ground and in the air.
3. An understanding of the major issues and economic considerations affecting the aerospace industry in the United States and worldwide.
4. Knowledge of supply chain management integrating key business processes from end user through original suppliers that provides products, services, and information that add value for customers and other stakeholders.
5. Knowledge of proper accident site management techniques and reports as needed by the various local, state, and federal agencies.
6. Knowledge of the legal and moral concepts that influence developments in national and international air law.

## Program Admission Requirements

All applicants must be admitted to the School of Graduate Studies (A-307) before enrolling in graduate classes.

The applicant must have an undergraduate aviation degree or aviation related job experience.

The applicants that do not have an undergraduate aviation degree or aviation related job experience will be required to have completed the following undergraduate courses with a 2.5 GPA or better:

AVIA 2113	Aviation Management
AVIA 3113	Aviation Legal Problems
AVIA 3133	Aviation Administration
AVIA 3143	Aviation History
AVIA 3173	Aviation Safety
AVIA 3293	Aviation Transportation
AVIA 4663	Contemporary Topics in Aviation

## MASTER OF SCIENCE IN NATIVE AMERICAN LEADERSHIP (112)

### Program Description

The Master of Science in Native American Leadership (MSNAL) will explore traditional and modern concepts of Indian education leadership, tribal government leadership, tribal governments, decision-making and legislation, constitutional reform, planning, economic development, community development, nation rebuilding, tribal courts, and administration and planning.

The MSNAL includes courses related to the complexity and diversity of the cultures and histories of Native American peoples. The program will: provide students with the knowledge and understanding to assess the unique relationships between and among U.S. tribes and the U.S. government; encourage students to develop a deeper appreciation of the contributions of Native American peoples to the global society; provide students with an understanding of the challenges confronting tribal nations; and, enhance the ability of students to formulate innovative solutions to those challenges.

The MSNAL will open up many avenues for excellent job opportunities in a wide range of fields for its graduates including, but not restricted to, tribal organizations, businesses that are owned and operated by tribal members, and non-tribal entities that serve or work with Native American peoples. Upon completion of this degree, graduates will have the necessary skills to work in management positions in a diversity of business sectors such as tribal, private, non-profit, and public.

### Mission Statement

The mission of Native American Leadership program is to provide an academically challenging educational opportunity to students through enhanced leadership skills training combined with an historic examination of Native American peoples.



## Program Admission Requirements

All applicants must be admitted to the School of Graduate Studies (A-307) before enrolling in graduate classes. Students must have a baccalaureate degree from a regionally accredited institution (or a course-by-course evaluation completed by a NACES member showing equivalency to a regionally accredited institution in the United States) with an overall 2.75 GPA or 3.0 GPA in the last 60 hours of coursework. The GRE is not required and there are no pre-requisite courses.

Applicants who do not meet the initial GPA admission requirements and possess a baccalaureate degree from a regionally accredited institution can submit a resume for consideration by the Master of Science in Native American Leadership faculty provided they meet the following qualifications:

1. A 2.00 undergraduate retention GPA,
2. A 2.00 GPA in the last 60 hours of coursework.

## MASTER OF SCIENCE IN OCCUPATIONAL SAFETY AND HEALTH (107)

### Program Description

In our ever changing occupational safety world the need for an advanced degree has become of paramount importance as occupational safety professionals seek to improve their skills for certification and promotion. To that end the Southeastern Oklahoma State University Department of Occupational Safety & Health has designed the Master of Science in Occupational Safety & Health in a primarily online format so that safety professionals can benefit from the program regardless of their distance from the university. Founded in 1989 the Southeastern Oklahoma State University Department of Occupational Safety & Health has grown to 500 students majoring in occupational safety. We now claim over 1,600 alumni around the world!

### Statement of Objectives

Consistent with Southeastern's mission and regional focus the objectives for the proposed Master of Science in Occupational Safety & Health will prepare the student

to:

1. Demonstrate an advanced ability to analyze and interpret data by understanding fundamental mathematical concepts and to apply those concepts to practical situations in industry. Specifically, Southeastern graduates will be able to formulate and compile safety data and statistics necessary for Job Safety Analysis, Industrial and Insurance Hazard Assessments, and Fault Tree Analysis programs in insurance and industry.
2. Anticipate, identify, and evaluate hazardous safety and health conditions and practices through use of JSA, FTA, ISO9000, and OSHA specs programs.
3. Develop safety and health hazard control designs, methods, procedures, and programs including homeland security and emergency program management. Southeastern students should be able to complete FEMA program development coursework and apply it to real-world situations.
4. Evaluate and utilize appropriate technology and library resources in occupational safety & health situations and training opportunities through extensive use of SE occupational safety & health computer lab programs and OSHA and ASSE training seminars.
5. Manifest oral and written communication skills in presentation of occupational safety and health training situations through advanced courses in management, ergonomics, industrial hygiene, HAZMAT, and systems safety.
6. Work independently in analyzing and solving problems in occupational safety & health through proper instruction, practicum, and internship experience.
7. Obtain an advanced position in occupational safety & health or be admitted to an accredited doctoral school in occupational safety & health or a related discipline.

### Course Requirements

Successful completion of a capstone *comprehensive exit examination or thesis* (enrollment in SFTY-5330 would be required if the thesis route is selected) would be required for graduation from the program.

## Admission Requirements:

All admission, retention, and graduation standards and/or requirements will maintain consistency with the requirements for graduate study as set forth in the Southeastern Oklahoma State University Graduate Catalog. In addition, a second set of requirements must be completed for program admittance.

Program entrance requirements for Master of Science degree program in Occupational Safety & Health

### Two step process.

#### **Step one: Graduate School Admission.**

- 1) Applicant must meet entrance requirements for the SE graduate school.

#### **Step two: Master of Science Program Admission.**

- 1) Applicant must have completed College Algebra or higher math course.
- 2) Applicant must have completed a bachelor of science degree in Occupational Safety & Health or a related field, or
- 3) Applicant must have completed a bachelor's degree and the additional courses Introduction to Occupational Safety & Health, Introduction to Fire Science, Construction Safety, Industrial Hygiene, Ergonomics, and HAZMAT, or their equivalent.\*
- 4) Applicant must have attained a minimum of a 2.75 GPA on all undergraduate work completed and 3.0 minimum GPA in all occupational safety courses completed.\*
- 5) Applicant must complete an 800-word essay describing anticipated contributions to the profession of occupational safety & health.
- 6) Applicant may obtain a conditional admission if their undergraduate occupational safety degree did not include construction safety or if the applicant maintained a 3.0 GPA on the last 60-hours of undergraduate work completed. Applicant must maintain a 3.0 in all graduate work attempted during the first 12 hours of the M.S. degree to remain in the program. In addition, the department chair reserves the right to waive any program entrance requirements dependent upon an applicant's *formal request* based on prior work experience in the field of occupational safety (five years minimum) or the

applicants holding the CSP or CIH designations. In such cases the applicant *may* be admitted to the M.S. program without completing the required undergraduate coursework in occupational safety. The applicant must still hold a bachelor's degree from an accredited college or university.

## MASTER OF SCIENCE IN SPORTS ADMINISTRATION (109)

### Program Description

The Master of Science in Sports Administration provides a strong foundation in research methodology, sports administration, management, and finances. Through quality instruction and educational experiences, graduates of this program will be able to move into positions in athletic administration; facilities management; sports event planning; and coaching.

### Statement of Objectives

Consistent with Southeastern's mission and regional focus, the Mission of the School of Graduate Studies, and the Mission of the Master of Science in Sports Administration, the objectives for the proposed Master of Science in Sports Administration are to:

1. Prepare candidates for administrative responsibilities in athletics, including sports management, finances, and fund raising.
2. Introduce candidates to research methodology in athletics and sport science.
3. Enhance the understanding of facilities management and event planning.
4. Familiarize candidates with contemporary issues and legal aspects of physical education and sports management.
5. Enhance understanding of coaching theory and strategies.
6. Integrate the most current knowledge of strength training, sports conditioning, and sports nutrition into athletic programs.

### Admission Requirements

Full admission to the Master of Science in Sports Administration requires the following:

1. A bachelor degree from a regionally accredited institution (or a course-by-course evaluation of international work by a NACES member showing equivalency to a regionally accredited institution in the United States),
2. At least a 2.75 overall undergraduate GPA,
3. A 3.00 GPA in the last 60 hours of coursework, or
4. A 3.00 GPA in 6 hours of graduate coursework at a regionally accredited university.
- 5.

Students who do not meet the Master of Science in Sports Administration program's admission criteria are able to submit a resume for review of the Master of Science in Sports Administration program faculty if they meet the following criteria:

1. A bachelor degree from a regionally accredited institution (or a course-by-course evaluation of international work by a NACES member showing equivalency to a regionally accredited institution in the United States),
2. A 2.00 undergraduate retention GPA, or
3. A 2.00 GPA in their last 60 hours of coursework.

## Graduation Requirements

- Complete an approved program of courses in the M.S. in Sports Administration.
- Possess a grade point average of at least 3.0 in all graduate work on the plan of study.
- Request a degree check prior to the semester of graduation.
- Apply for graduation at the beginning of the semester of expected graduation.

## MASTER OF TECHNOLOGY BIOLOGY (76)

### Statement of Objectives

The goal of the Master of Technology Degree program is to prepare graduates for successful employment and advancement in science and technology fields which contribute to the economic well-being of southeastern Oklahoma. The program develops a knowledge base through three core courses and provides for an option of specialization. Candidates who would benefit from this program include:

- Local baccalaureate graduates from the School of Arts and Sciences who wish to obtain a master's degree.
- Individuals employed in business/industry who wish to develop and broaden their technological and problem-solving abilities.
- Teachers in science, technology, and mathematics who wish to prepare for a job in industry, develop new technology job skills, or advance within the field of science education.
- Individuals in the region who desire an advanced degree for self-satisfaction or position advancement.

Upon completion of the program, students will be able to demonstrate the following outcomes:

1. A broad, general knowledge about the foundations of science and technology, and in depth knowledge in a specialty area of science or technology.
2. Knowledge and skill needed for functioning in a multicultural and technologically oriented society including but not limited to oral and written communication and interpersonal skills.
3. Skills necessary for successful Professional collaboration
4. Knowledge of information systems and technology, in terms of application and implementation.
5. Effective problem solving skills in situations that require independent, creative thinking.
6. Basic research skills for the design and execution or experiments, surveys, and investigations, as appropriate to one's specialty area.
7. Basic research skills in analyzing, interpreting, and reporting data, as appropriate to one's specialty area.

### Program Assessment

The program has an ongoing assessment procedure, involving student surveys and a Master of Technology Advisory Committee that allows continuous modification and improvement of program quality and effectiveness.

### Program Admission Requirements

1. The applicant must be admitted to the Graduate School (A-307).

2. The student should select a faculty member or, if required in a specific option, a committee, that consents to serving as the student's advisor or advisory committee. The Coordinator for the Masters of Technology program, can assist the student in finding an advisor or committee. The student must have an advisor or committee by the end of the first semester of graduate study. The advisor or committee members must have or be eligible for graduate faculty status, and apply for approval as regular graduate faculty status if he/she does not have it. This may include adjunct faculty members.
3. The applicant may be required to complete some prerequisite courses depending on specialization area chosen and undergraduate degree.
4. See option for other specific admission requirements if any.

9. The student provides copies of the thesis, including copies of the form signed by the committee, to the Graduate Office, library, and advisor. The Graduate Office and advisor retain forms with original signatures.

## Admission requirements

In addition to admission by the Graduate School, applicants for the Biology option must be approved by the Biological Sciences department. When the applicant is accepted by the Graduate School, the School will forward the student's application to Biological Sciences for approval.

The applicant must request a committee of three faculty members (see above) who are willing to serve as the applicant's advisory committee. One of the committee members will be the student's advisor. The student and advisor will work out a degree plan of courses that will complete the requirements for the option, and this plan must be approved by the committee. The applicant may be required by the committee to complete some prerequisite courses.

## Course Requirements

Thesis Option: Twenty-one hours approved graduate coursework in Biological and/or Physical Sciences, plus thesis research to constitute six hours of Research (BIOL, BOT, CHEM, CONS, SCIE or ZOO 5990).

Non-thesis option: Twenty-four hours of approved graduate coursework in the Biological Sciences and/or Physical Sciences and three hours of Special Studies (BIOL, BOT, CHEM, CONS, SCIE or ZOO 5970).

## Options completion requirements

Each student must pass an exit exam, at a level that is satisfactory to the student's committee and in accordance with the general standards set by the MT Advisory Committee, in order to graduate. This is an individualized test constructed from a test bank of questions to be developed for this purpose. This test will be tailored to the specific courses that the student has taken. The student may retake the exam twice, and a different exam will be used each time, unless special circumstances require the committee to decide otherwise. This exam must be passed with adequate time (generally

## Thesis Option

If the student elects a thesis option (see specific areas below), the student should:

1. Discuss ideas for thesis work with his or her advisor to gain approval. A thesis option is not guaranteed to be available.
2. The student, prior to candidacy, must select two other faculty members, in the area of specialization or a related area, who along with the advisor consent to constituting the student's committee. The faculty members must have or be eligible for graduate faculty status, and apply for approval as regular graduate faculty status if he/she does not have it. This may include adjunct faculty members.
3. The student will prepare a written thesis proposal for review by the committee.
4. The committee will meet with the student to provide advice about how to proceed with the thesis research.
5. The student conducts research as part of the 5000-level research credits earned for the degree.
6. The student prepares a thesis according to guidelines available from the advisor or from the Program Coordinator.
7. The committee reads the thesis draft and the final draft, and meets with the student to discuss any changes that may be necessary.
8. The committee signs a form that approves the thesis.

near the beginning of the final semester) to allow the student to apply for graduation.

## MASTER OF MUSIC EDUCATION (114)

The Master of Music Education provides teachers the opportunity to develop advanced skills in musicianship, pedagogical techniques, curriculum design, assessment, and research in an intensive, balanced, and relevant course of study. Graduates of this degree will return to the classroom prepared for the next level of leadership for their students, their programs, and the profession.

### Admission

To be considered for admission to the School of Graduate and University Studies at Southeastern Oklahoma State University and the MME, the applicant must submit the following items to the Graduate Office:

- A completed Application for Admission form to graduate study.
- One official transcript from each college or university attended, including graduate and undergraduate work, and documentation of a baccalaureate degree in music from an accredited institution.
- Application fee: \$20.00 US Students – \$55.00 International Students

Additional information can be found at <http://homepages.se.edu/gus/graduate-programs/admission-requirements/>,

You will complete an interview, a music placement exam, and produce a writing sample on the day you visit campus to enroll. These evaluations are necessary to place you in the proper sequences of courses for your success. If deficiencies are noted, you will be assisted in determining a course of action for their removal. If no deficiencies are noted, when all other requirements are met, students will be admitted to the program.

For those who cannot come to campus for admissions procedures, alternative plans can be made to complete the requirements. Please contact the Department of Music to make these arrangements.

To prepare for your theory placement exam, review your undergraduate theory materials. The topics include part-writing, analysis, basic forms, counterpoint, and twentieth-century techniques.

Incoming students are advised to review undergraduate music history materials in preparation for graduate students. Suggested topics include the major era, composers, styles, genre, structures and literature from the Western musical tradition from medieval music through the twentieth century. Studying Music History by David Poultney, Prentice Hall 1996 ISBN0-13-190224-5 is an excellent resource for your preparation.

To prepare for your program interview, bring 3 copies of your vita. Topics discussed during the interview will include your classroom experience, your personal philosophy of music education, and your goals for the future.

You must maintain a 3.0 GPA to remain in good standing in the MME program. A letter grade of B or better is required for course credit. You have 7 years to complete your course of study from your first semester of enrollment. When the 7-year mark is reached, you must appeal to the Graduate Office and the Department of Music for an extension.

Students must complete at least the last 15 hours of their degree at Southeastern Oklahoma State University to be granted the Master in Music Education degree. All other requirements are binding.

### Course of Study

These are the required and elective courses for the MME. The courses offered during the fall and spring are all online courses. Music History and Conducting courses are offered on campus during the summer.

If a candidate chooses Applied Music, he or she will work with the advisor and the instrument/vocal instructor to determine the credit hour designation depending on the needs of the student. Your advisor will be a mentor as you progress through the MME Program at Southeastern and will be assigned to you when you enroll. A minimum of two semesters of Applied Music will satisfy the elective requirement for the degree.

In consultation with your advisor, you will choose one Music Education faculty member to serve at your Thesis Committee Chair. Your Committee Chair and you, together in consultation, will invite two additional graduate music faculty members to serve as your Thesis Committee. This committee will assist you as you prepare

and present your final thesis/project, final written exams, and final oral exam.

### Coursework Schedule

Fall 1	History and Philosophy, Research (online)
Spring 1	Form and Analysis, Curriculum Dev. (online)
Summer	Survey of Mus History, Adv. Conducting, Adv. Literature (on campus)
Fall 2	Advanced Methods and Media, Admin and Supervision (online)
Spring 2	Thesis or Project, Elective (online)

### Thesis or Project

You will create a thesis or project in your last semester of work. The thesis/project proposal will be discussed with your Thesis Committee the semester before the thesis/project is to be completed. The proposal will be submitted to a Thesis Committee for approval by Feb/Mar 15 of the semester before the project is initiated. All members of the Thesis Committee must give approval for the thesis/project to move forward. Additional information will be provided in the Master of Music Education Handbook provided through the Department of Music.

### Exit Exams

MME students will sit for comprehensive written exams in the final semester of study. Students will take these exams either on campus or arrange a proctored exam in a location approved by the Advisory Committee. Students are responsible for providing at least 4 weeks' notice to the Advisory Committee before the exam is to take place.

The final oral exam will be given at a mutually agreeable time and place following the written exams. Again, it is the student's responsibility to arrange this when all members can be present. This exam can be on campus or arranged to be administered through audio and visual technology.

The oral exam can include, but is not limited to a defense of the final thesis/project, and specific coursework completed by the student, and responses to questions concerning the comprehensive written exams.

### Graduation Requirements

- 1) Complete the approved program of courses in the Master of Music Education.
- 2) Possess a grade point average of at least 3.0 in all graduate work on the plan of study. All grades B or better.
- 3) Request a degree check prior to the semester of graduation.
- 4) Apply for graduation at the beginning of the semester of expected graduation.
- 5) Successfully create and present a thesis or project.
- 6) Successfully complete the Comprehensive Written and Oral Exams and an exit interview.

## CERTIFICATION

### LICENSED PROFESSIONAL COUNSELOR

#### Requirements for Oklahoma Licensed Professional Counselor (LPC) Licensure:

- Master's degree in counseling (minimum of 60 graduate semester credit hours)
- Approval of LPC application packet provided by the Oklahoma State Department of Health (including criminal background check)
- Passing score on the National Counselor Examination
- Approval for and completion of 3,000 hours of supervised, post-master's professional counseling experience
- Other requirements as outlined by the Oklahoma State Department of Behavioral Health Licensure (BBHL)

#### Oklahoma State Department of Health Contact Information:

Telephone: (405) 522-3696

Website: <https://www.ok.gov/behavioralhealth/>

Address: State Board of Behavioral Health Licensure (BBHL), 3815 N. Santa Fe, Suite 110, Oklahoma City, OK 73118

## ADMINISTRATIVE CERTIFICATION

The requirements for a certificate of a principal shall include:

- **Approved Program Certification** [HB 1438 effective July 1, 2003]
- Master's degree,
- Passing score on the subject area competency examinations.
- Completion of a graduate program in education administration meeting the professional education association standards specific to the profession.
- A minimum of two years' successful teaching, supervisory or administrative experience in public schools.
- Graduate Portfolio

Note: Please see specific graduate program admission requirements.

## SCHOOL COUNSELING CERTIFICATION

The requirements for a certificate for school counseling shall include:

### Approved Program Certification

- Master's degree,
- Passing score on the subject area competency examination,
- Completion of a graduate program in school counseling meeting the professional education association standards specific to the profession.
- Graduate Portfolio

Note: Please see specific graduate program admission requirements.

Oklahoma Law requires the OSBI and FBI criminal history records for licensure. The new Oklahoma State Board of Education rule applies to a person who has never held a license or certificate in Oklahoma. An example would be a person transferring certification from out-of-state.

Certificates are issued by the State Board of Education upon application by the individual and with the recommendation of the preparing institution. Southeastern Oklahoma State University's Certification Officer is responsible for making recommendations for certification. Completed applications should be mailed to the following address for recommendation to the State

Department of Education:

Director of Teacher Education  
Office of Teacher Education Services  
SE PMB 4139  
Durant OK 74701-0609

Application forms for certification may be obtained from the State Department of Education's website <http://sde.ok.gov/sde/> or the Office of Teacher Education Services, M106.

Information concerning specific certification programs is available from graduate advisors in the appropriate department.

The following administrative and specialist certification programs are available at Southeastern Oklahoma State University:

- **School Counselor – Standard Certificate**

All of these certificates require completion of a master's degree. For more information about these programs contact the Graduate Program Advisor.

<b>Program:</b>	<b>AEROSPACE ADMIN &amp; LOGISTICS</b>	Dept:	Aviation Sciences
Degree:	Master of Science (M.S.)	School:	John Massey School of Business
Hours:	33 Total Hours	Major Code:	79

**CORE COURSES**.....**18 Semester Hours**

AVIA 5103 Aerospace Safety Program Development  
 AVIA 5153 Aircraft Accident Investigation  
 AVIA 5203 Legal and Ethical Issues in Aerospace  
 AVIA 5213 Aerospace Economics & Fiscal Management  
 AVIA 5223 Aerospace Hazard Control & Analysis  
 AVIA 5233 Logistical Strategies in Aerospace Administration

**ELECTIVES (choose five courses)**.....**15 Semester Hours**

AVIA 5303 Management & Administration of Aerospace Contracts  
 AVIA 5313 Aerospace Finance  
 AVIA 5323 Airport Operations  
 AVIA 5333 Aerospace Marketing  
 AVIA 5343 Implementing Logistics: Acquisition and Program Management  
 AVIA 5423 Application in Crew Resource Management  
 AVIA 5513 Quantitative Analysis of Aero Data for Administrators  
 AVIA 5523 Research Methods  
 AVIA 5533 Communications in Aerospace Management  
 AVIA 5543 Systems Engineering Applications for Logistics  
 AVIA 5613 The Ethics of Decision Making  
 AVIA 5950 Graduate Internship in Aerospace  
 AVIA 5960 Directed Readings in Aerospace  
 AVIA 5980 Seminar in Aerospace



**Program:** **BIOLOGY**  
**Degree:** Master of Technology (M.T.)  
**Hours:** 33 Total Hours

**Dept:** Biological Sciences  
**School:** Arts & Sciences  
**Major Code:** 76

**CORE COURSES.....9 Semester Hours**

CS 5003 Information Technologies  
 STAT 5153 Statistical Analysis  
 TECH 5153 Research Method

**ADDITIONAL COURSES.....21 Semester Hours**

Choose ONE of the following:

Thesis Option – Eighteen hours approved graduate coursework in Biological and/or Physical Sciences, plus thesis research to constitute six hours of Research (BIOL, BOT, CHEM, SCIE, or ZOO 5990)

Non-thesis Option – Twenty-one hours of approved graduate coursework in the Biological Sciences and/or Physical Sciences and three hours of Special Studies (BIOL, BOT, CHEM, SCIE, or ZOO 5970)

**Program:** BUSINESS ADMINISTRATION  
**Degree:** Master of Business Administration (M.B.A.)  
**Hours:** 36 Total Hours

**Dept:** John Massey School of Business  
**School:** John Massey School of Business  
**Major Code:** 075

**CORE COURSES** ..... **30 Semester Hours**

ACCT 5233 Accounting for Managers  
 BUS 5113 Research Methods  
 ECON 5133 Managerial Economics  
 MNGT 5223 Behavioral Management  
 MKT 5243 Marketing Management  
 FIN 5213 Financial Management  
 BUS 5253 Data Analysis for Managers  
 MNGT 5603 Strategic Management  
 MNGT 5453 Contemporary Issues in Management  
 MNGT 5773 Principle Centered Leadership & Ethics

**EMPHASIS COURSES (choose one emphasis)** ..... **6 Semester Hours**

**Emphasis A: Management**

BIM 5793 Management Information Systems  
 MNGT 5343 Competitive Advantage & Strategy

**Emphasis B: Entrepreneurship**

ENTR 5103 Entrepreneurship & New Venture  
 Management  
 ENTR 5303 Marketing for New Ventures

**Emphasis C: Health Care Information Systems**

HIS 5613 Health Information Systems  
 HIS 5623 Electronic Health Records

**Emphasis D: Safety**

SFTY 5103 Safety Program Management (Advanced  
 Practicum)  
 SFTY 5143 Legal Liability and Workers Compensation

**Emphasis E: Native American Leadership**

NAL 5013 Current Topics in Indian Country  
 NAL 5113 Personal and Organizational Leadership  
 Styles

**Emphasis F: General MBA**

BUS 5563 Applied Business Projects  
 ENTR 5103 Entrepreneurship & New Venture  
 Management

**Emphasis G: Marketing**

MKT 5633 Consumer Behavior  
 MKT 5533 Social Media Marketing

**Emphasis H: Finance**

FIN 5433 Securities Investments  
 FIN 5543 International Financial Management

**Emphasis I: Human Resource Management**

MNGT 5153 Human Resource Management  
 MNGT 5443 Supervisory Management

**Emphasis J: Hospitality Management**

MNGT 5533 Hospitality HR Management  
 MKT 5433 Hospitality & Tourism Marketing

**Emphasis K: Aerospace Logistics**

AVIA 5233 Log Strat Aerospace Administration  
 AVIA 5343 Acquisition & Program Management

**Emphasis L: Strategic Communication**

COMM 5113 Strategic Communication  
 COMM 5123 Effective Crisis Communication

**Emphasis M: International Business**

MNGT 5333 International Business  
 BUS 5123 International Law

**Emphasis N: Accounting**

ACCT 5253 Auditing for Managers  
 ACCT 5263 Forensic Accounting for Managers

**Program: CLINICAL MENTAL HEALTH COUNSELING**

Degree: Master of Arts (M.A.)  
 Hours: 60 Total Hours

Dept: Behavioral Sciences  
 School: Education & Behavioral Sciences  
 Major Code: 78

**CORE COURSES.....24 Semester Hours**

- COUN 5133 Clinical Mental Health Counseling Orientation and Ethical Practice
- COUN 5243 Human Growth and Development in Counseling
- COUN 5283 Assessment in Counseling
- COUN 5323 Career Counseling and Development
- COUN 5443 Theories of Counseling
- COUN 5483 Social and Cultural Diversity Issues in Counseling
- COUN 5523 Group Counseling
- COUN 5530 Group Counseling Laboratory Experience
- COUN 5863 Research in Counseling

**SPECIALIZATION COURSES ..... 21 Semester Hours**

- COUN 5343 Personality Assessment in Counseling
- COUN 5373 Counseling Diagnosis and Treatment Planning
- COUN 5503 Crisis and Disaster Counseling
- COUN 5563 Marriage, Couple, and Family Counseling
- COUN 5573 Psychopharmacology in Counseling
- COUN 5593 Substance and Behavioral Addiction Counseling
- COUN 5873 Counseling Consultation, Administration, and Program Evaluation

**COUNSELOR CLINICAL TRAINING COURSES..... 12 Semester Hours**

- COUN 5423 Counseling Pre-Practicum
- COUN 5543 Counseling Practicum
- COUN 5923 Counseling Internship I
- COUN 5933 Counseling Internship II

**ELECTIVE COURSE ..... 3 Semester Hours**

- COUN 5XXX Selected based on interests and in consultation with assigned graduate advisor

**Program:** CURRICULUM AND INSTRUCTION  
**Degree:** Master of Education (M.Ed.)  
**Hours:** 30 Total Hours

**Dept:** Educational Instruction & Leadership  
**School:** Education and Behavioral Sciences  
**Major Code:** 110

**CORE COURSES** ..... **18 Semester Hours**

EDUC 5203 Introduction to Education Research  
 EDUC 5103 History and Philosophy of Education  
 EDUC 5153 Teaching Strategies  
 EDUC 5183 Leading in Cultural Responsive Learning Environments  
 EDAD 5373 Public School Law  
 EDUC 5313 Introduction to Learning Technologies

**OPTION COURSES (choose one option)** ..... **12 Semester Hours**

**Option A: Generalist**

EDUC 5113 Fundamentals of Curriculum Development  
 EDUC 5513 Professional, Reflection and Ethical Practice  
 EDUC 5413 Student and Program Assessment and Evaluation  
 EDUC 5613 Collaboration Between Families, Communities and School

**Option B: English Education**

EDUC 5113 Fundamentals of Curriculum Development  
 ENG 5113 Rhetoric for Written English  
 ENG 5403 Studies in World Literature  
 ENG 5980 Seminar (3 hour course)

**Option C: Mathematics Education**

Choose FOUR courses from the following:

MATH 5513 The Teaching of Algebra and Functions  
 MATH 5523 The Teaching of Number and Operations  
 MATH 5533 The Teaching of Geometry and Measurement  
 MATH 5543 Mathematical Problem Solving for Teaching  
 MATH 5553 Teaching of Data Analysis, Statistics & Probability

**Option D: Science Education**

Choose FOUR courses from the following:

EDUC 5113 Fundamentals of Curriculum Development  
 PSCI 5503 Foundations of the STEM Classroom  
 BIOL 5943 The Life Science Classroom  
 SCIE 5403 The Physical Science Classroom  
 SCIE 5903 The Earth, Space Science Classroom

**Option E: Educational Technology**

EDUC 5333 Digital Storytelling/Communications to Empower Learning Communities  
 EDUC 5353 Learning Technologies to Bridge the Digital Divide  
 EDUC 5373 Innovative Leadership for Digital Age Learning Environments  
 EDUC 5113 Fundamentals of Curriculum Development

<b>Program:</b>	<b>EARLY INTERVENTION AND CHILD DEVELOPMENT</b>	Dept:	Behavioral Sciences
Degree:	Master of EICD (M.EICD.)	School:	Education and Behavioral Sciences
Hours:	33 Total Hours	Major Code:	116

**CORE COURSES.....27 Semester Hours**

- NAL 5002 Introduction to Native American Leadership
- ENG 5983 Grant Writing
- CIS 5103 Computer Ethics
- EICD 5263 Advanced Psychology of Childhood & Adolescence
- EICD 5863 Research in EICD
- EICD 5243 Human Growth and Development
- COUN 5133 CMHC Orientation & Ethical Practice
- NAL 5113 Personal & Organizational Leadership Style
- NAL 5153 Developing The Native American Leader
- EICD 5971 Capstone

**EMPHASIS COURSES (choose one emphasis) ..... 6 Semester Hours**

**Emphasis 1: Leadership**

Choose TWO courses from the following:

- NAL 5123 Managing Diversity
- COMM 5113 Strategic Communication
- COMM 5123 Crisis Communication
- COMM 5323 Group Discussion
- LEAD 5983-1 Transformational Leadership I
- LEAD 5983-2 Transformational Leadership II

**Emphasis 2: Management**

Choose TWO courses from the following:

- MNGT 5223 Behavioral Management
- BUS 5563 Applied Business Projects
- COUN 5873 Counseling Consultation, Admin & Program Evaluation
- ECON 5133 Managerial Economics
- MNGT 5603 Strategic Management
- MNGT 5773 Principle-Centered Leadership
- COUN 5970 Special Studies in Counseling
- COUN 5343 Personality Assessment in Counseling

**Program:** EDUCATIONAL LEADERSHIP  
**Degree:** Master of Education (M.Ed.)  
**Hours:** 30 Total Hours

**Dept:** Educational Instruction & Leadership  
**School:** Education and Behavioral Sciences  
**Major Code:** 073

**CORE COURSES.....27 Semester Hours**

- EDUC 5203 Introduction to Education Research
- EDUC 5113 Fundamentals of Curriculum Development
- EDAD 5303 School Administration
- EDAD 5313 School and Community Relations
- EDAD 5323 Supervision of Instruction
- EDAD 5373 Public School Law
- EDAD 5403 School Operations Management
- EDAD 5473 Administration of Special Programs
- EDAD 5483 The School Principal

**CAMPUS LEADERSHIP OPTION COURSE (choose one course) ..... 3 Semester Hours**

- COUN 5123 School Counseling Orientation & Ethical Practices
- COUN 5283 Assessment in Counseling
- ELED 5663 Older, Struggling Readers and English Language Learners
- EDUC 5153 Teaching Strategies

**Program:** MUSIC EDUCATION  
**Degree:** Master of Music Education (M.M.E.)  
**Hours:** 32-33 Total Hours

**Dept:** Music  
**School:** Arts & Sciences  
**Major Code:** 114

**MUSIC EDUCATION COURSES .....15 Semester Hours**

- MUS 5333 History and Philosophy of Music Education
- MUS 5343 Music Education Research
- MUS 5353 Music Education Curriculum Development and Assessment
- MUS 5363 Music Administration and Supervision

Choose ONE of the following:

- MUS 5303 Advanced Methods & Media in Elementary School
- MUS 5313 Advanced Methods & Media in Instrumental Music
- MUS 5323 Advanced Methods & Media in Vocal Music

**MUSIC HISTORY, THEORY, AND LITERATURE COURSES .....8 Semester Hours**

- MUS 5960 Directed Readings in Music History and Literature
- MUS 5213 Form and Analysis

Choose ONE of the following:

- MUS 5182 Advanced Wind Band Literature
- MUS 5192 Advanced Choral Literature

**PERFORMANCE COURSE .....3 Semester Hours**

- MUS 5203 Advanced Conducting & Score Reading

**THESIS OR PROJECT COURSE .....3 Semester Hours**

- MUS 5990 Thesis or Project

**ELECTIVE COURSES..... 3-4 Semester Hours**

Choose ONE or TWO of the following:

- MUS 5233 Orchestration
- MUS 5243 Advanced Study in Music Theory
- MUS 5510 Graduate Applied Music
- MUS 5970 Special Studies
- MUS 5XX3 Other course as offered

**Program:** NATIVE AMERICAN LEADERSHIP  
**Degree:** Master of Science (M.S.)  
**Hours:** 30 Total Hours

**Dept:** Art, Communication & Theatre  
**School:** Arts and Sciences  
**Major Code:** 112

**CORE COURSES.....30 Semester Hours**

- NAL 5013 Current Topics in Indian Country
- NAL 5113 Personal and Organizational Leadership for Native Organizations
- NAL 5123 Managing Diversity with Emphasis on the Native American Workplace
- NAL 5133 Effective Communication Through Presentations
- NAL 5143 Critical Thinking and Problem Solving
- NAL 5153 Developing the Native American Leader
- NAL 5213 Native Education Policy
- NAL 5223 Geography & Treaties
- NAL 5233 Tribal Sovereignty
- NAL 5243 Ethnohistory of Native Peoples



**Program:** OCCUPATIONAL SAFETY & HEALTH  
**Degree:** Master of Science (M.S.)  
**Hours:** 35 Total Hours

**Dept:** Occupational Safety & Health  
**School:** Arts and Sciences  
**Major Code:** 107

**CORE COURSES** ..... **32 Semester Hours**

SFTY 5113 Advanced Safety Program Management  
 SFTY 5123 Crises Preparedness and Occupational Security  
 SFTY 5143 Legal Liability & Workers Compensation  
 SFTY 5153 Occupational Safety Statistics  
 SFTY 5163 Construction Safety II  
 SFTY 5214 Industrial Hygiene II (with weekend *on campus* lab)  
 SFTY 5223 Toxicology  
 SFTY 5233 Advanced Ergonomic Engineering  
 SFTY 5244 HAZMAT II (with weekend *on campus* lab)  
 SFTY 5263 Indoor Air Quality

**ELECTIVE (choose one course)** ..... **3 Semester Hours**

SFTY 5253 Philosophy of Safety Management  
 SFTY 5273 Food Safety & Sanitation  
 SFTY 5313 Current Literature in Occupational Safety  
 SFTY 5323 Internship in Occupational Safety  
 SFTY 5330 Research in Occupational Safety (thesis track only)

Successful completion of a capstone *comprehensive exit examination or thesis* (enrollment in SFTY 5330 would be required if the thesis route is selected) would be required for graduation from the program.

<b>Program:</b>	<b>SCHOOL COUNSELING</b>	Dept:	Behavioral Sciences
Degree:	Master of Education (M.Ed.)	School:	Education & Behavioral Sciences
Hours:	42 Total Hours	Major Code:	71

**CORE COURSES.....42 Semester Hours**

- COUN 5123 School Counseling Orientation and Ethical Practice
- COUN 5243 Human Growth and Development in Counseling
- COUN 5283 Assessment in Counseling
- COUN 5323 Career Counseling and Development
- COUN 5443 Theories of Counseling
- COUN 5483 Social and Cultural Diversity Issues in Counseling
- COUN 5523 Group Counseling
- COUN 5530 Group Counseling Laboratory Experience
- COUN 5863 Research in Counseling
- COUN 5583 Development School Counseling
- COUN 5373 Psychopathology and Treatment Planning in Counseling
- COUN 5613 Counseling Children and Adolescents
- COUN 5423 Counseling Pre-Practicum
- COUN 5543 Counseling Practicum

<b>Program:</b>	<b>SPECIAL EDUCATION</b>	Dept:	Educational Instruction & Leadership
Degree:	Master of Education (M.Ed.)	School:	Education and Behavioral Sciences
Hours:	30 Total Hours	Major Code:	072

**CORE COURSES**.....**21 Semester Hours**

- EDUC 5203 Introduction to Educational Research
- SPED 5113 Advanced Foundations of Special Education
- SPED 5023 Program Development and Organization in Special Education
- SPED 5033 Research, Inquiry, and Evidenced-Based Practices
- SPED 5043 Student Assessment and the Rtl Process
- ENG 5983 Seminar in Grant Writing
- SPED 5063 Consulting, Collaboration, and Co-Teaching

**OPTION COURSES (choose one option)**.....**9 Semester Hours**

**Option 1: Specialization Initial/NBCT Preparation**

- SPED 5123 Development, Characteristics and Individual Learning Differences
- SPED 5143 Advanced Instructional Strategies for Learners with Mild/Moderate
- SPED 5153 Learning Environments and Social Interactions

**Option 2: Special Education Administration**

- SPED 5233 Special Education Law
- EDAD 5473 Administration of Special Education Programs
- EDAD 5373 Public School Law

**Option 3: Early Childhood Special Education Specialist**

- SPED 5123 Development, Characteristics and Individual Learning Differences
- SPED 5162 Development of Language Skills
- SPED 5314 Early Childhood Special Education

**Option 4: Challenging Behavior**

- SPED 5073 Positive Behavioral Interventions and Supports
- SPED 5083 Teaching Students with Autism
- SPED 5093 Applied Behavior Analysis for Teachers

**Program:**       **SPORTS ADMINISTRATION**  
**Degree:**        Master of Science (M.S.)  
**Hours:**         30 Total Hours

**Dept:**            Health, Physical Ed & Recreation  
**School:**        Education & Behavioral Sciences  
**Major Code:**   109

**CORE COURSES**.....**24 Semester Hours**

- KIN 5023    Foundations of Sport Science
- KIN 5303    Contemporary Issues
- KIN 5053    Applied Research & Statistics
- KIN 5003    Sport and Society
- KIN 5603    Legal Aspects
- KIN 5103    Administration of Athletics
- KIN 5113    Sport Management, Finances, and Fund Raising
- KIN 5123    Facility Planning and Event Management

**EMPHASIS COURSES (choose one emphasis)** ..... **6 Semester Hours**

**Emphasis 1: Sport Studies**

Choose TWO courses from the following:

- KIN 5753    Sport Nutrition
- KIN 5843    Advanced Development of Strength and Conditioning Programs
- KIN 5953    Advanced Theory of Coaching Basketball
- KIN 5863    Skills, Strategies, and Techniques of Coaching

**Emphasis 2: Business**

Choose TWO courses from the following:

- BUS 5563    Applied Business Projects
- MNGT 5603   Strategic Management
- MKT 5243    Marketing Management
- MKT 5533    Social Media Marketing

**Emphasis 3: Educational Leadership**

Choose TWO courses from the following:

- EDAD 5373   Public School Law
- EDAD 5313   School & Community Relations
- EDAD 5303   School Administration
- EDAD 5403   School Operations Management

**Emphasis 4: Native American Leadership**

Choose TWO courses from the following:

- NAL 5243    Ethnohistory of Native Peoples
- NAL 5213    Native Education Policy
- NAL 5013    Current Topics in Indian Country

# **Specialized Programs and Projects**

**Academic Enrichment Programs**

**Post-Secondary Education Assistance Program**

**Post-Secondary Education**

**Preparatory Programs**

**Southeastern Oklahoma Enrichment Projects  
Community Development Programs**

# Specialized Programs and Projects

One of the means by which Southeastern Oklahoma State University serves its student body and the region is by offering nontraditional programs that are short-term and long-range in nature. The programs are designed to meet those specific emergent needs in society which cannot be effectively met by traditional programs of education and service. These specialized programs have been developed to enable the University to provide more comprehensive services to its constituency.

The University operates academic enrichment programs, college preparatory programs, programs in community development, and projects which focus on the enrichment and economic development of Southeastern Oklahoma. Each of these is briefly described in succeeding paragraphs.

## ACADEMIC ENRICHMENT PROGRAMS

### Lectureship Programs

**E.T. Dunlap Lectureship Program.** Southeastern Oklahoma State University, in cooperation with the Oklahoma State Regents for Higher Education, hosts annually a lectureship program focusing on public policy and higher education. The program honors a distinguished scholar or outstanding public figure, who presents a lecture on public policy in higher education. The program is named for Dr. E. T. Dunlap who served as chancellor of Oklahoma higher education from 1961-82 and who received his baccalaureate degree from Southeastern in 1940. The program is financed through private donations and is supervised by a committee comprised of the Chancellor of the Oklahoma State Regents for Higher Education, the State Regents' chairman, and Dr. Dunlap.

**Dr. Linnie Ruth Hall Lectureship for Entrepreneurial and Business Issues.** This was Southeastern's first endowed lectureship, established in 1987 to honor Dr. Linnie Ruth Hall, an instructor in the School of Business for 27 years. Dr. Hall was deeply loved by the Southeastern family and greatly admired by the business and academic communities of the southwest. The

primary intent was to enable Southeastern students and others to learn first-hand from role model individuals who have demonstrated values, ethics, and integrity, through contributions to business disciplines, business acumen and success.

**Massey Family Lectureship in Business and Public Policy.** Created in 1994 with a gift from John Massey, a 1960 graduate of Southeastern and a Distinguished Alumnus, this lectureship was developed to point out the important alliance which must be forged between business and education. Mr. Massey served four years in the Oklahoma House of Representatives and six years in the State Senate before retiring to a full-time business career. He serves as a member and past chair of the Oklahoma State Regents for Higher Education

**Julian J. Rothbaum Distinguished Lecture in Public Affairs.** Established in 1999 by Julian J. Rothbaum of Tulsa, Oklahoma, this lectureship will bring to the Southeastern campus recognized authorities to address major issues of public affairs at the national, state, and local level. Lectures may include outstanding figures in government, academia, the media, non-profit organizations, or the private sector.

**Don W. Sands Lectureship in Business.** This lectureship was established by Mr. Don W. Sand, a native of Durant now residing in Duluth, Georgia. He is the President and CEO emeritus of Gold Kist, Inc. Mr. Sands is a 1949 Southeastern graduate and was honored in 1987 as a Distinguished Alumnus.

**Sullivan Family Lectureship in Business.** This lectureship was established in 1999 by Mr. Reggie Sullivan to honor his parents, Mr. and Mrs. Wise Sullivan. Mr. Sullivan is a graduate of Southeastern and served as the chair of the 1999 S.A.I.L. Campaign in support of the Southeastern Alumni Association.

### Honors Program

The Southeastern Honors Program, built on the foundation of the Parsons Scholars Program, has a long and honorable tradition that goes back to 1978, when David L. Parsons, a 1928 Southeastern alumnus, endowed the Parsons Scholars scholarship.

Today, the Southeastern Honors Program is committed to the ongoing growth and development of a culturally diverse and academically talented group of honors students. With a focus on educational excellence as well as cultural and technological literacy, the program challenges high caliber students with special talents and outstanding academic abilities to develop local and global awareness and to achieve their full potential.

Students selected for the program will receive an academic scholarship to attend Southeastern Oklahoma State University. Honors students take specially designed honors courses and offer their services to the academic and local communities. Honors students serve the Honors Program by participating in the Honors Advisory Council and other honors events; they serve the university and the community through volunteer activities throughout the school year.

### Scholarship Eligibility Requirements

- ACT composite of 25 or SAT of 1130 (Critical Reading and Math scores combined) or higher, from a national test date.
- Letter of recommendation from a high school faculty member or administrator demonstrating knowledge of the student's character, accomplishments, and potential.
- An original, typed, single-spaced, one page letter addressed to the Southeastern Faculty, outlining student qualifications, including academic achievements (GPA, ACT, etc.), leadership activities, and community service. Students will also explain why they will be an asset to the honors community at Southeastern. PLEASE NOTE: Since the letter will be evaluated on its own merit, without supporting documents, it should comprehensively and accurately present all student achievements.
- Approved application for admission to Southeastern Oklahoma State University.
- 7 semester transcript required by Honors Day.
- Official transcripts showing all college credits earned (if applicable)
- Copy of Degree of Indian Blood (CDIB card, if applicable it is required to be considered for a Parsons Scholarship)

- Participation in interviews and events scheduled for Honors Day is mandatory to be considered for program entry and scholarships.

For additional information, please contact the Honors Program, University Center, Room 221, (580) 745-2771, or e-mail [lscarberry@se.edu](mailto:lscarberry@se.edu) or [lc Coleman@se.edu](mailto:lc Coleman@se.edu).

## POSTSECONDARY EDUCATION ASSISTANCE PROGRAMS

### Student Support Services

Student Support Services (SSS) is 100% funded by the U. S. Department of Education. The goal of this TRIO program is to foster an institutional climate supportive of the success of students who are limited English proficient, from traditionally underrepresented groups, students with disabilities, students who are homeless or are aging out of the foster care system, or other disconnected students. Student Support Services provides academic tutoring, academic advisement, assistance with financial aid, education on financial literacy, graduate school counseling, career exploration and exposure to cultural events.

Additional information may be obtained by contacting the Student Support Services, GDJ Student Union, Suite 204, phone (580) 745-2254, or TDD 745-2704; fax (580) 745-7470; e-mail [sdodson@SE.edu](mailto:sdodson@SE.edu) or visit the program website: <http://www.se.edu/dept/sss/>

## POSTSECONDARY EDUCATION PREPARTORY PROGRAMS

### Talent Search

Southeastern Oklahoma State University is the sponsoring institution for the United States Department of Education funded Talent Search Program. Area junior and senior high school students receive assistance each year from guidance specialists who serve those students interested in continuing or reentering the educational process.

Services include career counseling, ACT and/or SAT preparation and registration assistance, information on colleges and technical schools, help with identifying and

applying for adequate financial aid, assistance in meeting admission requirements, financial literacy, and individual and group counseling with student and parent. These services are available to public schools, educationally oriented groups, and individual students at no expense to those who meet the economic and academic guidelines of the funding agency.

Additional information may be obtained from the program website: <http://homepages.se.edu/talentsearch/> or the Director, Kris Simpson: phone (580) 745-2420; fax (580) 745-7453; e-mail [ksimpson@SE.edu](mailto:ksimpson@SE.edu)

### **Educational Opportunity Center (EOC)**

The Southeastern Educational Opportunity Center is funded through the United States Department of Education and is one of the programs identified as "TRIO" programs. The EOC Program was first funded at Southeastern in September of 1991. The purpose of the program is to promote postsecondary education by providing information and counseling on educational and career opportunities and available financial aid options to eligible adults in eleven counties.

The EOC staff works out of a central campus-based office and five satellite offices in the target area. The staff helps adults, and eligible high school senior (not served by a TRIO Talent Search program) who wish to continue their education, select and apply to schools suited to their abilities and career interests. They also provide assistance with identifying grant, scholarships, and other types of aid to help pay for educational expenses, and help with the completion of admissions and financial aid applications. Self-help, tutoring, and skill building services are also provided.

Additional information may be obtained from the director, Ms. Teriki Barnes: phone (580) 745-2268; fax (580) 745-7403; e-mail [tbarnes@se.edu](mailto:tbarnes@se.edu) or by visiting the program website: [www.se.edu/eoc](http://www.se.edu/eoc)

### **Upward Bound**

The goal of the Upward Bound program is to encourage more students from under-represented backgrounds to pursue postsecondary education. Students qualify for program assistance on the basis of economic and/or first-generation educational status.

Southeastern is fortunate to have two Upward Bound projects: the SE Upward Bound Project, funded since 1966, and Texoma Upward Bound, funded since 1999. The SE Upward Bound project serves target high schools in Atoka, Bryan, Choctaw, McCurtain, Marshall, and Pushmataha counties. Carter and Love counties in Oklahoma and Grayson county in Texas are now served by the Texoma Upward Bound program at Southeastern Oklahoma State University.

Upward Bound is designated to serve high school freshmen, sophomores, juniors, and seniors. During each summer, a six to eight week education enrichment program is conducted on the Southeastern campus for approximately 170 students. The program focuses on student needs in the academic, social, and cultural areas. A student normally participates in the program during the three summer periods following the completion of the ninth through eleventh grades. Upon graduation from high school, the student can qualify as a "bridge" student and return to the university campus to enroll in seven hours of college courses during the summer term. Academic year follow-ups include activities designed to assist students in their academic studies and help keep students motivated and working toward their educational goals.

The Upward Bound Program is funded by the U.S. Department of Education. Additional information may be obtained from the Director of the program, Ms. Susy Haworth, in Hallie McKinny Hall, Room 101; phone (580) 745-2706; fax (580) 745-7481; e-mail [shaworth@se.edu](mailto:shaworth@se.edu)

### **Upward Bound Math/Science Center**

The SE Upward Bound Math/Science Program is a program funded through the U.S. Department of Education for motivated high school freshmen & sophomores with an interest in pursuing careers in math and science. Students, who meet federal eligibility guidelines, are provided with the opportunity to enhance their education and prepare for college and ultimately a career in math or science through a simulated summer college going experience.

The summer program offers a challenging daily schedule for two to six weeks. All the classes, speakers, activities, mentoring experiences, and field trips are designed to enhance the education, social, and cultural



awareness of each participant to better prepare them for the completion of a college degree in a math or science field. The students receive college credit during their fourth year of participation.

The academic year program provides career and academic counseling, tutoring, ACT/SAT preparation, financial aid workshops, social and cultural activities, and campus seminars.

Students are selected for the four-year program from the target area schools in southeastern Oklahoma and north Texas.

The Upward Bound Program is funded by the U.S. Department of Education. Additional information may be obtained from the Director of the program, Ms. Susy Haworth, in Hallie McKinny Hall, Room 101; phone (580) 745-2706; fax (580) 745-7481; e-mail [shaworth@se.edu](mailto:shaworth@se.edu)

## **SOUTHEASTERN OKLAHOMA ENRICHMENT PROGRAMS**

### **BioScience Research Area**

In 1975, the Corps of Engineers (COE) made a long-term agreement with Southeastern Oklahoma State University to set aside a tract of land for an outdoor classroom. Dr. James Lester in the Department of Biological Sciences negotiated with Otis Higgenbotham and Cliff Hayes at the Texoma Project for a 460-acre tract that was not in the COE grazing program. This area is located between the Johnson Creek Recreational Area and the Roosevelt Bridge adjacent to and north of U.S. Hwy. 70, about 11 miles west of the campus and Durant, Oklahoma. It is surrounded on three sides by Lake Texoma and Hwy. 70 on the south.

The area is covered by a mix of hardwoods and open areas of grasses and forbs typical of Southeastern Oklahoma. Before construction of the lake, part of the area had been cultivated and the vegetation on these areas are typical of old fields. Spring burning is used to remove unwanted plant growth and the spread of woody species.

Since 1975, numerous classroom research projects involving hundreds of students have used the BioScience Area for ecological studies. It is also used by many of the special programs that occur on campus such as the Math and Science Academy and the Oklahoma Academy of Science.

### **Center for Leadership and Entrepreneurship**

The Center for Leadership, Entrepreneurship, and Graduate Studies is a program of the School of Business. The purpose of the Center is to offer academic undergraduate courses in the area of leadership studies that lead to a degree in Leadership. The Center also offers comprehensive leadership opportunities through entrepreneurship and small business consulting. The Center serves as a learning resource and educational outreach program in support of leadership development, entrepreneurship, and graduate studies.

### **Cooperative Education Program**

The Department of Biological Sciences has cooperative agreements with the U.S. Corps of Engineers, Natural Resources Conservation Service, Oklahoma Department of Wildlife Conservation, and U.S. Fish and Wildlife Service. Students selected for the programs are full-time juniors, seniors, and graduates who want to make a career in government service.

Students in the program alternate semesters of full-time work with all regular benefits with semesters of full-time academics. Upon completion of the co-op agreement and graduation, students typically are given full-time employment with the government agency.

Additional information may be obtained from the campus coordinator for co-op programs in the Department of Biological Sciences: Dr. Tim Patton, (580) 745-2284; e-mail [tpatton@SE.edu](mailto:tpatton@SE.edu).

### **Oklahoma Small Business Development Center**

Business owners and new entrepreneurs in any of Oklahoma's 77 counties can access the Center's multiple statewide locations to receive no cost, one-on-one business advising. The OKSBDC business advisors possess a broad range of experience and certifications

and can assist business owners in the areas of financial analysis, capital sources, industry/market research, international trade, new media marketing, agri-business, management support, emergency preparedness, business survival planning, economic impact analysis, and geographic information systems. OKSBDC is one of 63 SBDC programs existing in every state in the nation as well as in many U.S. territories. Similar entrepreneurial development programs in other countries have been modeled after the SBDC program in the United States.

Southeastern Oklahoma State University (SE), in partnership with the U.S. Small Business Administration (SBA) established the Oklahoma Small Business Development Center Network (OKSBDC) in 1984. SE continues to serve as the lead university in a statewide consortium of private and public partners including the SBA, the Oklahoma Department of Commerce, Oklahoma universities and colleges, career technology centers, Native American tribes, as well as many other entities and organizations including, chambers, economic development organizations, and Main Street programs. Banks and commercial lenders across the state are also key supporters of OKSBDC.

The mission of the Oklahoma Small Business Development Center (OKSBDC) is to provide Oklahoma entrepreneurs and small and medium sized business with high-value, confidential, no-cost business management advising in order to help start and grow Oklahoma businesses. This work results in a more vibrant and diversified Oklahoma economy. Effective execution of this mission puts the OKSBDC partnership at the foundation of Oklahoma's economic development efforts at the state and, importantly, at the local levels. We support our core business advising mission by providing small business management training and technical services as well as through building partnerships with organizations that have complementary missions and services. We are committed to growing Oklahoma's economy one small business at a time.

The OKSBDC State Director can be reached at 580-745-2877 or by email at [info@oksbdc.org](mailto:info@oksbdc.org). The State Director provides leadership and oversight of the entire network across the State of Oklahoma. The SE business advising team is located on the SE campus at 301 W. University Blvd., Durant, OK 74701 or can be found on the web at [oksbdc.org](http://oksbdc.org).

## The Herbarium

The Herbarium at Southeastern Oklahoma State University was established by Dr. John Taylor in the fall of 1969. In 1974, it was designated a National Resource Collection. The main collection is comprised of Oklahoma vascular plant specimens, but it also contains specimens from other states and countries. There are many specimens from the plant family Asteraceae. Most of the specimens have been included in the online database of the Oklahoma Biological Survey (<http://biosurvey.ou.edu/>) Plans are underway for digitization of specimens as part of the TORCH project (Texas and Oklahoma Regional Consortium of Herbaria). Information from these specimens has been shared with researchers from around the world. Further information may be obtained from Dr. Stan Rice, Department of Biological Sciences, Southeastern Oklahoma State University, Durant, OK 74701-0609; e-mail [srice@SE.edu](mailto:srice@SE.edu).

## Volunteer Internship Program

This program allows students to gain experience by working part-time for one or more of the cooperating government agencies and private foundations participating in the program. The student must be a major or minor in the Biological Sciences and must work at least 40 documented hours for one of the agencies to get one hour of upper-division credit. A maximum of two hours of credit can be obtained in this program, unless approved by Dr. Tim Patton (program coordinator). No more than one hour of credit will be permitted at a job site unless approved in advance by Dr. Patton.

Permission to participate in this program must be obtained from Dr. Tim Patton in the Department of Biological Sciences prior to contact with the cooperating agency. To get upper-division college credit the student must enroll in CONS 4971. Additional information may be obtained by contacting Dr. Tim Patton, (580) 745-2284; e-mail [tpatton@SE.edu](mailto:tpatton@SE.edu).

# Course Descriptions

## AIRFRAME AND POWERPLANT (AP)

### AP 1002 INTRODUCTION TO A&P TOOLS & EQUIPMENT

General purpose tool usage, basics of precision measurement; aircraft hardware and basic aircraft structures.

**AP 1032 PRINCIPLES OF A&P** Aircraft maintenance methods, federal aviation regulations and aircraft records.

**AP 1062 AIRCRAFT TECHNOLOGY AND SERVICING** Nomenclature of aircraft, servicing, towing, and mooring of aircraft.

**AP 1091 SHEET METAL & METAL FABRICATION** Aircraft welding, basic fabrication of steel structures. Airframe repair principles and selection of sheet metal fasteners and structural materials.

**AP 2112 POWERPLANT ELECTRICAL FUNDAMENTALS** Aircraft basic electrical systems, batteries, motors, generators and starters.

**AP 2121 AIRFRAME SERVICING & INSPECTION** Aircraft structures, wood and plastic construction and repair, finishing techniques using dopes, lacquers and epoxy materials.

**AP 2152 AIRFRAME & POWERPLANT SERVICING & INSPECTION** Preventative maintenance, 100 hour and annual inspection procedures.

**AP 2182 AIRCRAFT TECHNOLOGY** Aircraft control systems, aerodynamics, and aircraft drawing interpretation.

**AP 2192 AIRCRAFT HYDRAULIC SYSTEMS** Basic hydraulic principles, servicing, inspection and maintenance of hydraulic and pneumatic systems.

**AP 2212 AIRCRAFT ELECTRICAL SYSTEMS** Aircraft lighting systems, alternating current systems and power generation and distribution.

**AP 2241 POWERPLANT SYSTEMS** Aircraft lubrication systems, theory construction and maintenance of propellers, rotors, induction and exhaust systems.

**AP 2272 PHYSICS OF RECIPROCATING POWERPLANTS** Theory, construction and maintenance of aircraft reciprocating engines.

**AP 2302 PHYSICS OF GAS TURBINE POWERPLANTS** Inspection and maintenance of gas turbine engines and accessories.

**AP 2332 FLUID MECHANICS & FUEL SCHEDULING** Fuel injection systems, float and pressure carburetor operation and construction.

**AP 2362 APPLICATION OF ELEC & ELECTRONIC PRINCIPLES** High and low tension ignition systems, magneto, spark plugs, igniters, generator and starter overhaul and testing.

**AP 2393 MAINTENANCE SUPERVISOR** A study of FAA repair stations; PMA; STC, including aircraft, engine and

supplies purchasing. (Prerequisite: Airframe and Powerplant Certificate or departmental approval)

**AP 2422 SPECIAL SLIDE RULE** Weight and balance theory and application, proper run-up procedures and ground handling techniques.

**AP 2453 INSPECTION AUTHORIZATION** Requirements for the inspection authorization, aircraft maintenance systems and inspection procedures. (Prerequisite: Airframe and Powerplant Certificate or departmental approval)

**AP 2514 TECHNICAL LAB PROBLEMS** Aircraft shop management, airport relations, employee training, self employment, aircraft sales and financing. (Prerequisite: departmental approval)

**AP 2980 SEMINAR** Topic as announced by department.

## ACCOUNTING (ACCT)

**ACCT 2103 FUNDAMENTALS OF FINANCIAL ACCOUNTING** An introduction to financial accounting including developing, analyzing, and interpreting financial statements.

**ACCT 2203 FUNDAMENTALS OF MANAGERIAL ACCOUNTING** An introduction to management accounting and organizational performance measurements such as basic costing and capital budgeting. (Prerequisite: ACCT 2103)

**ACCT 3113 INTERMEDIATE ACCOUNTING I** Financial accounting theory and methodology including the conceptual framework of generally accepted accounting principles. Basic coverage of financial statement structure and detailed coverage of assets (Prerequisite: ACCT 2203)

**ACCT 3213 INTERMEDIATE ACCOUNTING II** Continuation of Intermediate Accounting II. Liabilities, equity, pensions, leases, revenue recognition, earnings per share, disclosure, and other select financial accounting theory and methodology topics. (Prerequisite: ACCT 3113 with a grade of C or better)

**ACCT 3313 INCOME TAX ACCOUNTING I** An introduction to basic income tax law and accounting requirements as they relate to individuals and sole proprietors. This would include income and deduction issues, filing requirements, and research. (Prerequisite: ACCT 2203)

**ACCT 3323 INCOME TAX ACCOUNTING II** A continuation in the study of income tax law with emphasis on business entities. The major topics consist of income tax requirements for corporations, partnerships, and limited liability companies. The course also covers tax research, and a basic introduction to unified estate and gift statutes. (Prerequisites: ACCT 3313 with a grade of C or better)

**ACCT 3343 COMPUTER-AIDED FRAUD EXAMINATION** The use of spreadsheets, databases and fraud analysis software IDEA to detect and analyze fraud using information

generated by computerized accounting systems. This course will teach students the concepts of fraud examination, fraud detection and analysis using Excel, Access and IDEA software and interpret the findings from an auditor's view point. (Prerequisite: ACCT 2203)

**ACCT 3413 FORENSIC ACCOUNTING** Forensic accounting covers the basic concepts related to business and accounting financial fraud including its origin, prevention and detection. Investigative techniques are used to study financial statement misrepresentation, financial corruption, and asset misappropriation. Computer forensic methods are used to study the scope of these financial crime (Prerequisites: ACCT 2103 and ACCT 2203)

**ACCT 3513 COST ACCOUNTING** Cost management theory and practices: product costing, organizational planning and control, performance measurement, cost-volume-profit analysis, and managerial decision making. (Prerequisite: ACCT 2203)

**ACCT 3613 ADVANCED MANAGERIAL ACCOUNTING** Managerial cost control, capital budgeting, organizational performance, joint and process costing, cost analysis techniques, cost management practices. (Prerequisites: ACCT 3513 with a grade of C or better)

**ACCT 3713 GOVERNMENTAL ACCOUNTING** Accounting and financial reporting standards for governmental and not-for-profit organizations including fund accounting for state and local governments. (Prerequisite: ACCT 2203)

**ACCT 4113 ADVANCED ACCOUNTING** Consolidated statements, segments, interim reporting, bankruptcy and reorganization, translation of foreign currency. (Prerequisite: ACCT 3213 with a grade of C or better)

**ACCT 4223 FINANCIAL ANALYSIS AND CONTROL** This course examines the processes and methods of financial analysis and control. The course emphasizes the objectives of different users of financial statements and describes analytical tools and techniques to meet those objectives. Analytical methods range from the computation of ratio and cash flow measures to forecasting earnings for equity valuation. Topics include cash flow analysis, profitability analysis, short-term and long-term forecasting analysis, credit analysis, and equity analysis and valuation. (Prerequisite: FIN 3113 with grade of C or better and ACCT 2203)

**ACCT 4243 ACCOUNTING RESEARCH** Research is an integral part of the financial, tax, and auditing fields of accounting. This course will introduce students to research methods and resources, including methods of communicating research findings. (Prerequisites: ACCT 2203 and junior standing)

**ACCT 4613 FORENSIC ACCOUNTING AND INTERNAL AUDITING** Two major issues for corporate accountants of their auditors are forensic accounting and internal auditing. This course provides a survey of the major subject matters to enhance the student's knowledge of the problems and practices used within corporations. (Prerequisites: Junior standing and ACCT 3113 with a grade of C or better)

**ACCT 4713 ACCOUNTING INFORMATION SYSTEMS** An introduction to AIS design methodology including accounting information flow, the transaction cycles, internal control, and auditing. The course focuses on automated information systems. (Prerequisite: ACCT 2203)

**ACCT 4813 AUDITING** Principles and procedures followed by a certified public accountant to render an opinion concerning fairness of audited financial statements. Corequisite or prerequisite: ACCT3213)

**ACCT 4913 ACCOUNTING THEORY** Theory of accounting, how it has developed, and relationship of accounting theory to accounting and business practice. (Prerequisite: ACCT 3213)

**ACCT 4950 ACCOUNTING INTERNSHIP** Supervised professional-level accounting assignment with a business firm, government agency, or non-profit organization. (Prerequisites: 30 hours in major including business core, permission of department)

**ACCT 4960 DIRECTED READING** Individualized literature study selected in consultation with the professor.

**ACCT 4970 SPECIAL STUDIES** Individualized project selected in consultation with professor.

**ACCT 4980 SEMINAR** Small group study of topic announced by department.

**ACCT 4990 RESEARCH** Independent investigation designed in consultation with the professor.

**ACCT 5233 ACCOUNTING FOR MANAGERS** The primary emphasis of this course is on management's use of accounting information to manage the resources of a complex organization. The course focuses on three major areas: fundamentals of cost systems; managerial decision making; and managerial planning and performance evaluation.

**ACCT 5243 ACCOUNTING CONTROLS FOR MANAGERS** The chief executive office for any business has the ultimate responsibility for creating, maintaining and developing an effective and efficient system of internal control. This course is designed to give managers an "information edge" in their job and in meeting regulatory requirements such as the Sarbanes Oxley Act. Building on expertise in finance, strategy, operations, management, information technology, financial statement analysis and/or managerial accounting, this course should provide a manager with useful knowledge to establish or improve general and accounting procedures. The course will include the use of the case method and other learning techniques.

**ACCT 5253 AUDITING FOR MANAGERS** This course approaches auditing as a management decision-making process that affects the performance, quality, and legal compliance of the business being audited as a whole. It is designed to provide a framework for analyzing contemporary auditing and assurance issues in the new rapidly globalizing and changing knowledge economy.

**ACCT 5263 FORENSIC ACCOUNTING FOR MANAGERS** Using the case study approach, students will examine a variety of cases of corporate fraud involving asset misappropriation and corruption. Students will also be required to prepare several

cases involving corporate fraud. Students will be encouraged to be inquisitive and think creatively as they examine instances of fraudulent behavior which they may encounter in their professional careers.

## AMERICAN SIGN LANGUAGE (ASL)

**ASL 1113 #INTRODUCTION TO AMERICAN SIGN LANGUAGE** Introduction to American Sign Language and Deaf culture. Emphasizes acquisition of both comprehension and production skills so the student may function in situations at a appropriate to the novice signer. Includes visual readiness and fingerspelling activities with language practice within meaningful contexts.

## ART (ART)

**ART 1003 #ART AND VISUAL COMMUNICATION** A variety of media, techniques, and processes are presented. These are presented in terms of the contribution they make in aesthetic expression. The study of significant people, movements and culturally related ideas is included.

**ART 1103 #ART APPRECIATION** The study of art from a variety of different backgrounds and cultures as both product and process. Aesthetic judgment making in evaluation of art from different times and places is stressed.

**ART 1200 ART EXPERIENCES** This zero credit hour, pass/fail course is designed to provide art and art program-related experiences to students in order to round out their art content courses with actual fine and graphic art experiences and to provide cultural opportunities for life-long learning. All art majors are required to enroll in this course every semester they are enrolled at Southeastern.

**ART 1213 DRAWING I** Perception of line, form and shape, and spatial relationships is developed through work in a variety of monochromatic media. Students will work with still life objects and the human figure with emphasis upon composition of the pictureplane, linear perspective and light effect on mass and space

**ART 1413 CERAMICS I** An introduction to clay utilizing basic materials and techniques used in handbuilding and on the potter's wheel.

**ART 2013 #2-D DESIGN** Studio instruction in basic design through projects and exercises in fundamental form and space concepts. Control of proportion, scale, and design relationships; development of problem formulation and sound basis for value judgments. Release of student's potential creative capacities is the prime concern.

**ART 2023 #3-D DESIGN** A study of basic elements and principles of 3-D design, theory, and their application to specific art problems.

**ART 2113 #ART HISTORY SURVEY I** A general survey of painting, sculpture, architecture, and minor arts from prehistoric times through the Renaissance, surveying Western Europe and American painting.

**ART 2333 VECTOR GRAPHICS I** A survey course designed to build a foundation in design theories and concepts to foster student creativity. The course will introduce tools in computer graphics, including software, production and reproduction technologies. Discussions will cover both creative and efficient application of digital tools and techniques. Students will complete project assignments utilizing a variety of computer graphic applications. (Prerequisite: ART 1213, ART 2013, CIS 1003 or BIM 1553)

**ART 2633 #WEB PAGE DESIGN I** An introduction to basic concepts to design a website including content, navigation, graphics, and overall design using current graphical interface software such as Frontpage, Flash, Dreamweaver. Attention will be given to good design elements and principles in laying out effective web pages. Students will be required to maintain a personal website.

**ART 2903 #DIGITAL IMAGING I** An introduction to the basic concepts and history of digital imagery and software programs such as Photo Shop that are used to manipulate digital images. Attention will be given to good design elements and principles for effective image development.

**ART 3013 #COMIC BOOK ART AND AMERICAN CULTURE** This course is a survey of the sequential art forms of the comic book and graphic novel as cultural artifact, aesthetic objects, and contemporary narrative. The course will survey the history of these art expressions and analyze how artists use formal style, narrative structure and audience demographics to create sequential art.

**ART 3033 GRAPHIC LAYOUT** Various aspects of graphic, commercial, and advertising concepts are examined in relation to design foundations presented in ART 1213, 2013, and 2023. Computer graphic application programs are utilized to create graphic designs incorporating lettering, digital imagery, and image manipulation. Outside lab hours are required to complete assigned projects (Prerequisites: Core and CIS 1003 and BIM 1553)

**ART 3083 #ISSUES IN AESTHETICS AND CRITICISM** This course addresses the issues of interpretation and evaluation in art by studying a variety of models of inquiry.

**ART 3103 #SURVEY OF NATIVE NORTH AMERICAN ART** This course surveys Native North American art from prehistoric artifacts to present day artworks. Major regional areas of study include the arts of the Eastern Woodlands, Great Plains, Northwest Coast, Southwest, and Mexico. Study focuses upon artworks within their historical and social context and the aesthetic, cultural, and symbolic meanings of traditional and contemporary North American Indian art.

**ART 3123 #COLOR THEORY** This class is an introduction to basic color theory, its historical background, and its application in two-dimensional design and painting. Students are required to complete studio assignments outside of class. (Prerequisites: ART 1213, ART 2013)

**ART 3133 #ART HISTORY SURVEY II** An examination of the art world from the end of the Renaissance to the present, emphasizing the intrinsic qualities of the work as well as the relationship of art to its cultural context.

**ART 3203 #ART AND WORLD CULTURES** This is an introductory course designed to acquaint the student with the art and architecture of Asia, Africa, Oceania, Islam, and the Americas.

**ART 3213 DRAWING II** This course continues the development of a student's understanding of the concepts of drawing with attention given to demonstrating understanding of good composition. Emphasis will be given to use of colored media as students continue to develop skills from a variety of environmental subjects as well as the human figure (Prerequisite: ART 1213)

**ART 3223 PAINTING I** The design elements applied to painting with emphasis on color mixing, formal composition, and execution. Students will work with water-based media to explore the possibilities in painting with different mediums, techniques and styles including transparent watercolor painting (Prerequisite: ART 1213 and ART 2013 and ART 3123 with a grade of "C" or better)

**ART 3313 #HISTORY AND THEORY OF DESIGN** This course explores the historical and theoretical components of design from the Industrial Revolution to the present day. Products, furniture, textiles, packaging, advertising, typography graphics, communications, and industrial design will be studied in terms of their historical development and their translation and application within contemporary concepts of design in various professional fields.

**ART 3323 PAINTING II** A continuation of ART 2313, with emphasis on further refinement and elaboration of painting techniques and skills. (Prerequisite: all core courses)

**ART 3333 TYPOGRAPHY** This course explores the concepts, terminology, use and execution of typography within artworks and commercial design. Practice is guided with instruction in typographical design, history, and concepts through projects that exercise the fundamentals of typography and font design. (Prerequisite: ART 2903, ART 2333 with a grade of C or better)

**ART 3423 CERAMICS II** An expansion of ART 1413 with an emphasis on developing additional skills in ceramic design and construction using hand and/or potter's wheel. (Prerequisite: ART 1413)

**ART 3433 SCULPTURE I** Introduction to 3-D form in sculpture and to the two concepts of sculpture: free standing and sculpture-in-the-round. (Prerequisite: ART 2023)

**ART 3503 ART IN THE ELEMENTARY CLASSROOM** Presents teaching methods and procedures appropriate to the public elementary school. Course is designed to aid future teachers to teach art lessons with confidence and competence in a self-contained public classroom.

**ART 3523 CERAMICS III** A continuation of ART 3423 in developing a body of work and exploration of more advanced building and firing techniques. Students will present a proposal for an area of concentration and will learn how to and be responsible for firing various types of kilns. (Prerequisite: ART 3423)

**ART 3623 CERAMICS IV** A continuation of Ceramics III in developing a body of work and exploration of more advanced building and firing techniques. Students will present a proposal

for an area of research and will research and develop glaze formulas as well as firing all kilns (Prerequisite: ART 3523)

**ART 3633 WEB PAGE DESIGN II** Continuation of Web Page Design I to create advanced professional web sites/pages using various graphics interface software and hardware. Students will maintain a multi-page website. (Prerequisite: ART 2633)

**ART 3814 #DIGITAL PHOTOGRAPHY I** This course will explore development of theories and history of photography as an art form that captures elements of human expression, history, and personal presence. Students will examine how photography has advanced to present-day digital cameras and how photographers manipulate light and composition to create photography as art. Digital camera with capability of manual settings required.

**ART 3903 DIGITAL IMAGING II** Digital Imaging II is a course designed to further explore methods and techniques used in creating and altering digital images. Instruction will be explored through projects and exercises using digital imaging equipment (camera) and digital editing software (Photoshop). This course will cover basic to advanced digital imaging editing skills helping you to create dynamic digital art for the web and print media.

**ART 4033 VECTOR GRAPHICS II** This course is a continuation of ART 2333 and will include the most important topics of vector graphics industry standard graphic software. Students will continue to expand knowledge of vector-based graphics preparation of digital artwork for pre-press and printing as well as Web-based design (Prerequisite: ART 2333 with a grade of C or better)

**ART 4133 #ART HISTORY III: MODERN AND CONTEMPORARY ART** This course is a survey of modern and postmodern art from the 1890s to the present, including important stylistic movements such as Cubism, Dada, Surrealism, Abstract Expressionism, Pop Art, and a number of postmodern approaches since 1960. The focus is on the ideas, works, and critical reception of specific artists, widened to include issues of race and gender and related developments in politics.

**ART 4203 DRAWING III** This course continues the development of students' understanding of the concepts of drawing. While attention is given to the utilization of the concepts of good composition, students will select, in consultation with the instructor, a particular subject matter area they wish to research and pursue. Students will choose suitable media in which to work. (Prerequisite: ART 1213 and 3213)

**ART 4213 PRINTMAKING I** A variety of printmaking techniques, such as serigraphy, woodcut, and intaglio are explored. (Prerequisite: core courses)

**ART 4223 PRINTMAKING II** A continued exploration into the printmaking medium, allowing individuals the opportunity to refine the techniques presented in ART 4213. (Prerequisite: ART 4213)

**ART 4333 PAINTING III** A continuation of ART 3323, with emphasis on the human figure. (Prerequisite: ART 3323)

**ART 4343 PAINTING IV** A continuation of ART 4333, with emphasis on student experimentation and exploration of selected painting media. (Prerequisite: ART 4333)

**ART 4443 SCULPTURE II** Students will continue working with the four primary technical methods for producing sculpture. There will be at least three to four projects using one or more techniques in producing 3-D sculpture. (Prerequisite: ART 3433)

**ART 4513 APPLIED GRAPHIC DESIGN I** This course involves portfolio production of advanced products of graphic design using both vector and raster graphics (Prerequisites: all previous major requirements with a grade of C or better)

**ART 4613 APPLIED GRAPHIC DESIGN II** This class is a continuation of ART 4513 to refine skills indevelopment of the final graphic design portfolio. This class is the final capstone for graphic design. (Prerequisite: ART 4513 with a grade of C or better)

**ART 4773 METHODS & MEDIA IN ART** Includes comprehensive organizational and instructional techniques, strategies, and materials for development and delivery of art lessons related to appropriate developmental levels K-12. (Will not count toward a major or minor in Art.) (Prerequisite: admission to Teacher Education)

**ART 4814 #DIGITAL PHOTOGRAPHY II** This course will build upon knowledge gained in Digital Photography I to provide an advanced understanding of the art form of digital photography, capturing the human element and how this medium affects contemporary society. Digital camera with capability of manual settings required. Pre-requisite: ART 3813

**ART 4950 INTERNSHIP** On the job experience in practical applications. Student will be expected to secure a source/location that must be approved by department

**ART 4960 DIRECTED READING** Topic is assigned by the Faculty, student and Department Chair.

**ART 4970 SPECIAL STUDIES** Content is determined by the Faculty, student and Department Chair to provide additional strength or to remove deficiencies

**ART 4980 SEMINAR** Content is determined by the Faculty, student and Department Chair to provide a specialized learning experience in a group situation.

## AVIATION (AVIA)

**AVIA 1004 PRIMARY GROUND INSTRUCTION** A fundamental study of the technical subject matter necessary to operate safely as a Private Pilot. Subject matter includes but is not limited to basic aerodynamics and aircraft performance, aviation regulations, cross-country flight planning, basic meteorology, aeromedical factors, and aeronautical decision-making.

**AVIA 1041 PRIVATE FLYING** A basic flight course that focuses on the knowledge and skills required to exercise the privileges and responsibilities of a Private Pilot. Course content includes but is not limited to airport operations, takeoff and landings, navigation, and slow flight and stalls. Additionally,

students will become proficient in night operations, emergency operations, and safety procedures.

**AVIA 2061 GENERAL AVIATION** Individualized, introductory flight course with subject matter to include, but is not limited to; Knowledge of Federal Regulations, aerodynamics, performance calculations, aircraft system operations, navigational techniques and aids, physiological and weather considerations. The level of knowledge will correspond with the students' FAA issued pilot certificate (Permission required)

**AVIA 2083 COMMERCIAL PERFORMANCE & REGULATIONS** An intermediate study of the technical subject matter necessary to safely operate as a Commercial Pilot. Subject matter includes, but is not limited to, a working knowledge of Federal Regulations to include: Parts 1,43,61,71,91,97,103,119,135,141,830;aerodynamics;performance calculations,and aircraft system operations for single engine high performance complex airplanes. (Permission required)

**AVIA 2113 AVIATION MANAGEMENT** An introduction to the techniques of developing a public airport and the study of the major functions of airport management including creation of master planning documents, economic, and social impact, and environmental concerns or restrictions.

**AVIA 2334 PHYSICS OF AIRCRAFT POWERPLANTS** This course is an introduction to the theory of maintenance and operation of turbine and piston aircraft engines, for pilots. The lab portion will include hands on experience in the operation, disassembly, inspection, overhaul and testing of both piston and turbine engines. In addition theory of aircraft propeller systems will be introduced.

**AVIA 3003 AVIATION METEOROLOGY** A study of the atmosphere and factors affecting weather systems. Also includes pilot weather services, including weather reports, weather forecasts, and weather maps.(Prerequisite AVIA 1004)

**AVIA 3023 AIR TRAFFIC CONTROL** An extensive overview of the Air Traffic Control system within which both pilots and aviation managers will operate including the terminology of the system. (Prerequisite: AVIA 3284)

**AVIA 3103 RESEARCH OF CORPORATE FLIGHT DEPARTMENT** The student will develop insights into the workings of the corporate flight department and how it interfaces with the rest of the corporation. Extensive on-site research and correspondence.

**AVIA 3113 AVIATION LEGAL PROBLEMS** To acquaint students pursuing aviation careers with the complex legal and regulatory responsibilities to be confronted, analyzed and resolved in a rapidly changing environment.

**AVIA 3123 COMMERCIAL OPERATIONS** A continuation of AVIA 2083. A study of the technical subject matter necessary to safely operate as a Commercial Pilot. Subject matter includes, but is not limited to; a working knowledge of navigational planning, to include, dead reckoning, pilotage and navigational aid operations; physiological and weather considerations; Federal Regulations, aerodynamics; performance calculations; and aircraft system operations. (Permission required)

**AVIA 3133 AVIATION ADMINISTRATION** This course exposes the career oriented student to administrative and regulatory requirements and skills necessary to function in industry as mid-level managers. Case studies will be reviewed and analyzed.

**AVIA 3143 #HISTORY OF AVIATION AND ITS IMPACT UPON SOCIETY** A study of the development of aviation throughout the world from ancient mythology through the space-age, including current developments, and their impact upon the world. Previously listed as Aviation History

**AVIA 3152 FUNDAMENTALS OF FLIGHT INSTRUCTION** This course is a study of the fundamentals of flight instruction involving educational principles of the learning and teaching process, communication, teaching methods, critiquing, evaluating, and planning instructional activity. (Block class with current enrollment in AVIA 3202, Permission required)

**AVIA 3163 INTERMEDIATE AIRCRAFT MANEUVERS AND NAVIGATION** An intermediate flight course focusing on the knowledge and skills that are required to exercise the privileges and responsibilities of a Commercial Pilot. Course content includes but is not limited to emergency operations, safety procedures, slow flight and stalls, cross-country training into high-density airspace. Additionally commercial pilot applicants will become proficient in performance maneuvers such as eights on pylons, lazy eights, and chandelles. (Permission required)

**AVIA 3173 AVIATION SAFETY** A basic mid-curriculum class which will provide students with a working knowledge of airport, aviation flight, and ground safety. This course will enhance leadership potential of current aviation students and provide knowledge in the areas of law, medicine, business, and societal issues dealing with aviation and airport safety.

**AVIA 3202 FLIGHT INSTRUCTOR GROUND INSTRUCTION** Students will plan and present individual oriented instructional activity aimed toward the use of effective teaching learned in AVIA 3152. Key topics include, course of training, blocks of learning, training syllabus, developing and presenting lesson plans. The mastery of the following subjects matter to include, but is not limited to; Federal Regulations, aerodynamics, performance calculations, aircraft system operations, navigational techniques, Private and Commercial flight maneuvers, physiological and weather considerations (Permission required)

**AVIA 3213 CORPORATE INTERNSHIP** Designed to expose the student with workings of the corporate flight department and permit hands-on experience with flight planning, ground transportation, scheduling, catering, dispatching and other duties and responsibilities confronting the corporate pilot or mechanic. Time will be spent on site with various flight departments throughout the country.

**AVIA 3223 ADVANCED TURBINE AIRCRAFT** Puts the student into the cockpit, either simulated or actual, placing added workload and decision-making situations in the path of success. Cockpit Resource Management concepts will be emphasized.

**AVIA 3233 ADVANCED AIRCRAFT SYSTEMS** This course is designed to familiarize the student with advanced aircraft systems of modern turbojet aircraft in the air transport category. Basic knowledge of electrical, hydraulic, pneumatic, and jet engine powerplant systems are covered. Instruction is presented similar to an airline ground-training program, which stresses the operational knowledge required of a pilot. The focus is on a Boeing 737 NG aircraft (Prerequisites: AVIA 1041, AVIA 2083 and AVIA 3123)

**AVIA 3241 FLIGHT INSTRUCTOR FLYING** A comprehensive flight course concentrating on the knowledge and skills required to operate safely as a Certified Flight Instructor. Includes performance and analysis of training procedures and maneuvers such as stalls from various configurations; spin entry and recovery techniques; preparations of lesson plans; evaluations of student flight performance; effective preflight and post flight instruction; analysis and correction of common student pilot flight errors and flight instructor responsibilities. (Permission required)

**AVIA 3284 INSTRUMENT GROUND INSTRUCTION** A comprehensive study of the technical subject matter necessary to operate safely as an instrument rated pilot within a complex airspace system. In addition to an analysis of departure, en route, and arrival procedures, including both precision and non-precision instrument approach procedures, students will gain insight into technical subjects such as advanced navigation methods, IFR emergency procedures, and aircraft systems related to IFR flight. (Permission required)

**AVIA 3293 AVIATION TRANSPORTATION** A study of the air transportation industry with a thorough knowledge of the organizational matrix, management responsibilities, and functional characteristics of international, major, national, and regional air carriers.

**AVIA 3322 ADVANCED AIRCRAFT AND INSTRUMENTAL FLYING** An advanced flight course focusing on the knowledge and skill that are required to operate safely as an instrument rated pilot. The student will then transition into the technology advanced aircraft and complete the course flying in a complex aircraft meeting all the requirements for the commercial pilot certificate (Permission required)

**AVIA 3334 ADVANCED AERODYNAMICS** This course is designed to prepare the student to understand and apply aerodynamics principles as they relate to advanced high performance aircraft. (Prerequisites MATH 2143 and PHYS 1114)

**AVIA 3362 INSTRUMENT FLIGHT INSTRUCTOR GROUND INSTRUCTION** A comprehensive classroom study of the technical subject matter and teaching methods associated with preparing pilots for the knowledge portion of the instrument rating practical exam. (Permission required)

**AVIA 3401 INSTRUMENT FLIGHT INSTRUCTOR FLYING** A flight course that focuses on the knowledge and skills required to operate safely as Certified Flight Instructor with instrument privileges. The course's focal point is an in-depth study of effective teaching methods associated with instrument flight training and the analysis and correction of common student errors. (Permission required)



**AVIA 3451 INTRODUCTION TO ADVANCED TECHNOLOGY AIRCRAFT**

This course is designed to provide the professional pilot majors the necessary knowledge to transfer from legacy technology to current commercial cockpit design. This course will be an overview of advanced technology cockpit design and will incorporate the Garman G1000 cockpit display.

**AVIA 3503 INTEGRAT OF FLIGHT MNGT TECH&COMMERCIAL OPERATION**

This course is designed to provide professional pilot majors with an introduction and working knowledge of commercial flight operations incorporating the Boeing 737 Flight Management Systems. It also provides an in-depth study of FAA14 CRF parts 121 and 135 commercial operations.

**AVIA 4413 NATIONAL AND INTERNATIONAL OPERATIONS**

Prepares students to conduct complex national and international trip planning. (Prerequisite: BIM 1553) (Must be taken in residence)

**AVIA 4444 SECOND OFFICER-FLIGHT ENG WRIT TEST CERTIFICATE I**

Sixty (60) hours classroom instruction. Preparation for FAA Flight Engineer Basic written examination.

**AVIA 4485 SECOND OFFICER-FLIGHT ENGINEER WRIT TEST CERT II**

One hundred seventy-five (175) hours classroom instruction. Preparation for FAA Flight Engineer Turbojet written examination.

**AVIA 4524 SECOND OFFICER-FLIGHT CERTIFICATE**

Ten (10) hours of Boeing 727 logable F.E. simulator time plus other considerations.

**AVIA 4562 MULTIENGINE GROUND INSTRUCTION**

Theory of multiengine airplane operation including the ground instruction necessary for preparation for the FAA multiengine rating. covers transition to multiengine aircraft, multiengine aircraft systems, operational considerations, and emergency procedures. (Permission required)

**AVIA 4601 MULTIENGINE FLYING**

An advanced flight course that focuses on the safe operation of high performance multiengine aircraft. A significant portion of this course will center on flight in a failed engine condition by introducing students to Vmc demonstrations and single engine flight in various drag configurations. Additionally, students will be exposed to procedures associated with engine failures during and immediately following takeoff, cruise flight, and during landings. (Permission required)

**AVIA 4613 AVIATION MANAGEMENT INTERNSHIP**

A supervised professional level work experience to expose the student to management practices in the aviation industry. (Prerequisite: Junior standing)

**AVIA 4621 MULTIENGINE FLIGHT INSTRUCTOR GROUND INSTRUCTION**

Principles and methodology of teaching multiengine flight. Including the ground instruction required to prepare for the FAA Flight Instructor-Airplane Multiengine rating. Covers teaching methods for transition to multiengine aircraft, multiengine aircraft systems, operational considerations, and emergency procedures. (Permission required)

**AVIA 4631 MULTIENGINE FLIGHT INSTRUCTOR FLYING**

A flight course intended to prepare the certified flight instructor for the additionally responsibilities of teaching in a multiengine aircraft. In addition to the effective performance and analysis of multiengine procedures, this course prepares students to anticipate and avert common training mishaps associated with the idiosyncrasies of multiengine flight training. (Permission required)

**AVIA 4643 PHYSIOLOGY**

A study of the physical and mental effects of flight as related to aircrew personnel performance and passenger comfort/behavior.

**AVIA 4651 ADVANCED CREW COORDINATION**

Flight instruction emphasizing crew coordination, crew resource management, command-response checklist procedure, and functioning as a flight crew in the corporate flight environment. (Prerequisite: AVIA 4601)

**AVIA 4663 CONTEMPORARY TOPICS IN AVIATION**

A detailed analysis of current issues facing management in various segments of the aviation industry. The social and economic impact that the aviation industry has on the U.S. and world economy is investigated in detail. Application of previously learned concepts are applied to real world and time sensitive case studies to develop a deeper understanding of current and forecast problems in aviation. (Prerequisites: Senior standing)

**AVIA 4674 CREW RESOURCE MANAGEMENT**

This course is designed to be a senior capstone achievement, which will require the pilot student to utilize all previous training and education to demonstrate good Crew Resource Management (CRM) skills in a commercial two-pilot cockpit environment. Line Oriented Flight Training (LOFT) will allow the student to demonstrate the CRM skills of a captain and copilot. Students will research and analyze human performance related to various major accidents. (Prerequisites: permission required)

**AVIA 4703 AIRLINE TRANSPORT PILOT GROUND INSTRUCTION**

Seventy-five (75) hours classroom instruction. Preparation for FAA Airline Transport Pilot written examination. (Prerequisite: departmental approval)

**AVIA 4801 AIRLINE TRANSPORT PILOT FLYING**

A minimum of 25 hours dual instruction. Preparation for FAA Airline Transport Pilot flight test. (Prerequisite: AVIA 4703)

**AVIA 4970 SPECIAL STUDIES**

Individualized project selected in consultation with professor.

**AVIA 4980 SEMINAR**

Small group study of topic announced by department.

**AVIA 5103 AEROSPACE SAFETY PROGRAM DEVELOPMENT**

This course is designed to provide the essential elements critical to the development, identification, and implementation of an aerospace safety program. Critical measures are discussed and emphasized as integral elements of a comprehensive safety program with focus on identification and prevention of unique safety problems in aerospace. Interaction between national and state government, corporate, and local regulations will be examined in detail supplemented with pertinent case studies.

**AVIA 5153 AIRCRAFT ACCIDENT INVESTIGATION** This course is designed to examine the critical analysis of selected aircraft accidents and an evaluation of causal factors. Particular emphasis is placed in the study of human factors connected with flight and crew activities in aerospace operations. Interactions and cooperative agreements between international, national and state government, corporate, and local jurisdictions will be examined in detail supplemented with pertinent case studies. Field investigation techniques, laboratory techniques for accident reconstruction, analysis of cockpit voice recorders, flight data recorders, and air traffic control radar and voice tapes will be examined.

**AVIA 5203 LEGAL AND ETHICAL ISSUES IN AEROSPACE** This course addresses legal questions in the field of aviation and ethical factors involved therein. Current issues will be used as the medium for study of the legal and moral concepts that influence developments in both national and international air law. U.S. government and ICAO publication, aviation case reports, air law journals and international aviation treaties will be used as legal support materials. Legal and ethical considerations directly challenging the aviation professional will be addressed through case studies.

**AVIA 5213 AEROSPACE ECONOMICS AND FISCAL CONTROL** The major areas of emphasis of this course are the role of government, union and management relations, airline integration, centralized scheduling, flight and crew operations center structures, and crew management. The course will also examine the integration of all the areas of fiscal impact to include advertising, customer relations, maintenance coordination, compute code share, calculate air seat mile and the impact of the profit/loss.

**AVIA 5223 AEROSPACE HAZARD CONTROL AND ANALYSIS** This course examine the modern aerospace work environment from a safety and health point of view. Hazard control of the various substances used in, on and around the airport property, as well as the substances used and carried on aircraft will be reviewed with respect to the proper handling, disposal and emergency procedures. A comprehensive review and understanding of EPA and OSHA policies and procedures is a fundamental tenet of this course.

**AVIA 5233 LOGISTICAL STRATEGIES IN AEROSPACE ADMINISTRATION** This course is designed to acquaint the student with the modern requirements for application of Logistics as a Strategy for success in Aviation and Aerospace Administration. The course covers the various applications of Logistics in the Department of Defense and the Commercial Aviation sectors. The course focuses on the various strategies for the successful support of Aviation and Aerospace operations in all phases of the logistic process from acquisition through distribution, sustainment, and disposition. Contemporary topics, such as workforce diversity, and the application of lean manufacturing to distribution, logistics, and supply chain management programs are included in the curriculum.

**AVIA 5303 MNGT AND ADMINISTRATION OF AEROSPACE CONTRACTS** The focus of this course is the comprehensive analysis of the procurement process and the various contractual relationships in the aerospace industry. This course also provides a detailed review of the laws and right governing the contractual process from design through product delivery and material maturity.

**AVIA 5313 AEROSPACE FINANCE** A lecture, discussion and hands-on introduction to economic concepts involved in aviation economic decision analysis. Student application will include performing a Benefits-Cost-Analysis, which will develop techniques for defining and measuring relevant economic units for comparison. This course will introduce students to real world cost modeling business applications using Microsoft Excel. Each student team member will also gain practical hands-on experience in financial decision making as a member of the board for a simulated regional airline. Student teams will compete during the semester modifying regional airlines financial obligations and evaluating the results through interpolation of quarterly reports.

**AVIA 5323 AIRPORT OPERATIONS** This course addresses operational requirements, responsibilities, and management approaches relevant to major U.S. and international commercial service airports. Both FAA & ICAO standards and methods will be studied in detail for topics such as airport licensing, air side operations, and land side operations, operational safety, coordination of maintenance and construction, aviation security, and disaster preparedness.

**AVIA 5333 AEROSPACE MARKETING** This course focuses on the fundamental skills of aerospace marketing used by executives in complex, formal organizations. Wherever possible, special emphasis will be placed on the aviation industry. The various functions, aspects and characteristics of aerospace marketing will be reviewed in the context of today's organizational environment and students will be asked to identify the skills that must be applied to planning a marketing strategy that solves the day-to-day challenges in a company or organization.

**AVIA 5343 IMPLEMENTING LOGISTICS: ACQUISITION & PROGRAM MNGT** This course is designed to give the student experience in the practical applications of the implementation of systems acquisition process. The course will cover the various policies and philosophies used by the Department of Defense (DoD) and commercial industry to provide for program management within each phase of the systems acquisition process. This course will utilize a team building concept and require that students participate in case study evaluations of various acquisition strategies.

**AVIA 5423 APPLICATIONS IN CREW RESOURCE MANAGEMENT** This course will focus on problems and solutions in decision making and communication unique to aerospace operations. This course will examine methods to improve effective crew management utilizing the common concepts of Crew Resource Management (CRM) as developed by major air carriers and explore the theoretical basis of such training. Topics such as supervision of crewmembers, counseling, accountability and role management will be studied. Each student will assist in the development of a CRM program.

**AVIA 5513 QUANTITATIVE ANALYSIS OF AEROSPACE DATA FOR ADMIN** This course will introduce the student to concepts, methods and an assortment of quantitative management tools available to the Aerospace Manager. This course emphasizes an applied approach providing a practical understanding of: project management, product design, project control, learning curve theory, critical path analysis and break-even analysis. This course will introduce students to real world statistical business applications using Microsoft Excel.

**AVIA 5523 RESEARCH METHODS IN AEROSPACE**

Concepts and methods of the scientific research process within the context of business and management. The course emphasizes an applied approach providing a thorough understanding of the nature and scope of business research. Student application will include developing and presenting a five chapter Graduate Research Study. Study format will include: Chapter One:Introduction; Chapter Two:Review of the Literature; Chapter Three:Procedures;Chapter Four:Findings and Chapter Five:Summary and Conclusion. This course will introduce students to real world statistical business applications using Microsoft Excel.

**AVIA 5533 COMMUNICATION IN AEROSPACE MANAGEMENT**

This course focuses on the fundamental skills of business communications used in complex, formal organizations. Wherever possible, special emphasis will be placed on the aviation industry. The various functions, aspects and characteristics of business communications will be reviewed in the context of today's organizational environment and students will be asked to identify the skills that must be applied to planning a communications strategy that solves the day-to-day challenges in a company or organization. A wide array of teaching methods will be used, including textbook and outside readings, student presentations, instructor presentations, outside speakers, group discussion, case studies, and audio-visuals.

**AVIA 5543 SYSTEMS ENGINEERING APPLICATIONS FOR LOGISTICS**

This course will cover the process in Logistics referred to as Systems Engineering (SE). The Systems Engineering processes covered in this course consist of a rigorous and interdisciplinary set of interactive activities that are designed to support the full life cycle of any product. Students will learn the principles and techniques that are involved in the SE processes that fully integrate cost, scheduling, and performance into the rationale and methodologies that support all necessary management decisions, often referred to a process inputs and outputs

**AVIA 5613 THE ETHICS OF DECISION MAKING-MANAGING CONSEQUENCE**

Courses in ethics and ethical-centered decision making exist within most engineering, law, business and medical schools, but very little is done specifically to prepare the aerospace professional for their role in decision-making. Thiscourse seeks to create a high awareness on the part of aviation and space professionals with regard to their potential impact on these issues and give them skills to effectively deal with such critical problems.

**AVIA 5950 GRADUATE INTERNSHIP IN AEROSPACE**

The graduate internship is aerospace course is an academic and professional activity that is coordinated by the university between aerospace related organizations and the student. An internship in aerospace provides the student with an opportunity to extend their academic endeavors through the applications of theories and philosophies studied in the classroom to specific activities.

**AVIA 5960 DIRECTED READINGS IN AEROSPACE**

This course provides an opportunity to augment or develop specialized areas in the aerospace curriculum as determined by the instructor. Students may elect to perform a special, directed analysis and or independent study in an area of particular

interest. A detailed proposal of the project must be developed and presented to the instructor for approval.

**AVIA 5980 SEMINAR IN AEROSPACE TRENDS** The seminar in aerospace trends is designed to provide individual and group research projects into contemporary issues confronting aerospace administrators. The dynamics of this course require the students present their findings to a group of their peers in a formal academic environment.

**BIOLOGY (BIOL)**

**BIOL 1114 #GENERAL BIOLOGY** An introduction to the unifying principles of biology. The methods of science will be illustrated in the study of the chemistry of life, cell structure and function, energy, genetics, development, evolution, and ecology. With laboratory.

**BIOL 1133 #BASIC NUTRITION** Fundamental principles of human nutrition for all ages. (Will not satisfy general education requirements in Biological Sciences. Cannot be used for a major or minor in the department)

**BIOL 1143 MEDICAL TERMINOLOGY** Introduction to terms used to describe parts of the body, and to learn the meaning of words used to denote signs and symptoms of diseased conditions, diagnostic and surgical procedures, as well as treatments used. (Cannot be used in a major or minor within the department.)

**BIOL 1404 #PRINCIPLES OF BIOLOGY I** An introductory course for the biological sciences which covers the scientific method, cell chemistry and metabolism, molecular genetics, and Mendelian genetics. With laboratory

**BIOL 1504 #PRINCIPLES OF BIOLOGY II** An introductory course for the biological sciences which covers the kingdoms of living organisms, plant and animal physiology, population genetics, evolution, and ecology. With laboratory (Prerequisite: BIOL1404)

**BIOL 2114 #INTRODUCTORY MICROBIOLOGY** The study of microorganisms including their anatomy, metabolism, and genetics. The course will also stress medical microbiology including microbial diseases and the body's response to pathogens. With laboratory. (Prerequisite: BIOL 1404 and either; CHEM 1004, CHEM 1114 or CHEM 1315)

**BIOL 2203 #NATURE STUDY** Identification, life histories, ecological relationships of local plants and animals. With laboratory. (For Elementary and Secondary Education majors)(Prerequisite: BIOL 1114 or BIOL 1404)

**BIOL 3404 #GENETICS** Study of basic principles of genetics of bacteria, plants, and animals. With laboratory. (Prerequisites: BIOL 1504 or BOT 2114 and ZOO 2114)

**BIOL 3414 #ECOLOGY** The relations of plant and animal populations to themselves and environment. With laboratory. (Prerequisite: BIOL 1114 or BIOL 1404 or BOT 2114 and ZOO 2114)

**BIOL 3614 #HUMAN PHYSIOLOGY** A study of the functions of the human organ systems. The biochemical and metabolic processes involved in homeostasis are examined at

the cellular, histological, and systemic levels. With laboratory. (Prerequisite: BIOL 1404 and either;CHEM 1004, CHEM 1114 or CHEM 1315)

**BIOL 3624 #HUMAN ANATOMY** A study of the structure of the human body at the developmental, cellular, histological and gross levels. With laboratory. (Prerequisite: BIOL 1404 and either; CHEM 1004, CHEM 1114, or CHEM 1315)

**BIOL 3702 #HISTORY OF BIOLOGY** Historical development of biological theories, principles, and methods. (Prerequisites: BIOL 1504 or BOT 2114 & ZOO 2114)

**BIOL 3814 #CELL AND MOLECULAR BIOLOGY** With laboratory. Study of eukaryotic cell structure and function covering the areas of cellular biochemistry, physiology, metabolism, gene regulation, and the cell cycle. (Prerequisites: BIOL 3404)

**BIOL 3913 BIostatistics** A course designed to familiarize students with statistical tests used by researchers to summarize and analyze biological data, such as Chi<sup>2</sup>, Paired t, student's t, Regression Analysis, and Analysis of Variance. (Prerequisite: MATH 1513 or higher)

**BIOL 4115 #MICROBIOLOGY** The study of microorganisms and their interactions with mankind and the environment. With laboratory. (Prerequisite: BIOL 2114)

**BIOL 4124 MOLECULAR GENETICS** A study of gene organization and control of gene expression in prokaryotes and eukaryotes, emphasizing applications in modern biotechnology, and the genetic and biochemical techniques involved in manipulating and assaying gene expression. Integrated lab and lecture format. (Same as CHEM 4124) (Prerequisites: CHEM 3053 with a grade of C or better, CHEM 3062, BIOL 2114, BIOL 3814 and BIOL 3404; recommended corequisite: CHEM 4115 or departmental approval.)

**BIOL 4193 #METABOLISM** The study of molecular and subcellular events involved in the process of metabolism and bioenergetics. (Same as CHEM 4193) (Prerequisite or Corequisite: CHEM 4115)

**BIOL 4303 #EVOLUTION** Historical development of evolutionary concept; origin of life, species, and higher taxons; evolutionary mechanisms; genetic variation, natural selection, and population genetics. (Prerequisites: BIOL 3404)

**BIOL 4314 #IMMUNOLOGY** A study of the molecular and cellular mechanisms of immunity. Lab required. (Same as CHEM 4314) (Prerequisite: BIOL 2114)

**BIOL 4423 #DEVELOPMENTAL BIOLOGY** The study of the processes and events involved in differentiation and development from gametogenesis through the embryonic and fetal periods. The human is used as the primary model organism. Developmental disorders are also examined. (Prerequisite or corequisite: BIOL 3624)

**BIOL 4434 #HISTOLOGY** A study of the primary tissues and the cellular and tissue morphology of the human organ systems. Histological alterations in disease states are also examined. With laboratory. (Prerequisite or corequisite: BIOL 3624)

**BIOL 4642 BIOETHICS** This course examines the principles, concepts, and applications of bioethics. Historical, current, and future bioethical issues will be examined. (Prerequisite: BIOL 1114 or BIOL1404.)

**BIOL 4653 HUMAN DISEASE** The study of diagnostic techniques, basic disease processes, and the pathophysiology of the major organ-related diseases. (Prerequisite: BIOL 2114 and BIOL 3614)

**BIOL 4673 #WILDLIFE LAW** To introduce students to the field of wildlife law enforcement, the roles and duties of an Oklahoma Game Warden, and the state and federal wildlife laws enforced in Oklahoma. Prerequisite: CONS 1124 or BIOL 3414

**BIOL 4960 DIRECTED READING** Individualized literature study selected in consultation with the professor. (Prerequisite: 20 hours of biological science and permission)

**BIOL 4970 SPECIAL STUDIES** Individualized project selected in consultation with the professor. (Prerequisite: 20 hours of Biological Sciences and permission)

**BIOL 4980 SEMINAR** Small group study of topics announced by department. (Prerequisite: 20 hours of Biological Sciences)

**BIOL 4990 RESEARCH** Independent investigation designed in consultation with the professor. (Prerequisite: 20 hours of Biological Sciences and permission)

**BIOL 5113 RECOMBINANT DNA METHODS** Course examines theoretical background in Recombinant DNA Technology and provides opportunities for students to obtain laboratory experience in recombinant DNA technology. (Prerequisites: 30 semester hours of undergraduate biological and/or physical sciences. (Same as CHEM 5113)

**BIOL 5124 MOLECULAR GENETICS** A study of gene organization and control of gene expression in prokaryotes and eukaryotes, emphasizing applications in modern biotechnology, and the genetic and biochemical techniques involved in manipulating and assaying gene expression. Integrated lab and lecture format. (Prerequisites: CHEM3062, BIOL 2114, BIOL 3814, BIOL 3404 and C or better in CHEM3053. Recommended co-requisite: CHEM 4115 or departmental approval)

**BIOL 5153 RESEARCH METHODS** Techniques of experimental design (factor analysis, etc.) for conducting research projects, and in the various methods used to communicate research findings to the scientific and technological community.

**BIOL 5303 EVOLUTION** Historical development of evolutionary theory; genetic variation in populations; natural selection and other evolution mechanisms; origin of life and history of life on Earth; relevance of evolution to medical science and conservation. Includes research paper.

**BIOL 5314 IMMUNOLOGY** A study of the molecular and cellular mechanisms of immunity. Lab required. (Prerequisite: BIOL 2114)

**BIOL 5423 DEVELOPMENTAL BIOLOGY** The study of the processes and events involved in differentiation and development from gametogenesis through the embryonic and fetal periods. The human is used as the primary model

organism. Developmental disorders are also examined. (Prerequisite or corequisite: BIOL 3624)

**BIOL 5434 HISTOLOGY** A study of the primary tissues and the cellular and tissue morphology of the human organ systems. Histological alterations in disease states are also examined. With laboratory. (Prerequisite or BIOL 3624)

**BIOL 5553 POPULATION BIOLOGY** Principles and theories of the structure and dynamics of natural populations including their ecological, genetic, and evolutionary organization. (Prerequisite: B.S. or B.A. in Biology, Conservation, or related field)

**BIOL 5642 BIOETHICS** Introduce students to basic concepts, principles, and issues related to bioethics. Objectives include developing a wide array of student's abilities including library and on-line research skills, giving oral and computer-aided presentations, logic and argumentation skills, critical thinking and analysis skills, and written advocacy of different sides of bioethical issues.

**BIOL 5653 HUMAN DISEASE** The study of diagnostic techniques, basic disease processes, and the pathophysiology of the major organ-related diseases. (Prerequisite: BIOL 2114, BIOL 3614 and BIOL 3624)

**BIOL 5920 PROBLEMS IN BIOLOGY** (Prerequisite: 15 hours of biological science and permission)

**BIOL 5943 THE LIFE SCIENCE CLASSROOM** The goal of this course is to help educators acquire pedagogical content knowledge and skills that are necessary to teach life science for understanding, appreciation and interest by all students. The course includes analysis of secondary life science curriculum, planning of life science units and lessons, examination of inquiry models to teach life science concepts, and development of standards-based assessment. (Prerequisite: 8 hours of biological science with labs) Previously listed as BIOL 5940 Advanced General Biology.

**BIOL 5960 DIRECTED READINGS** (Prerequisite: 15 hours of biological science and permission)

**BIOL 5970 SPECIAL STUDIES** (Prerequisite: 15 hours of biological science and permission)

**BIOL 5980 SEMINAR** (Prerequisite: 15 hours of biological science and permission)

**BIOL 5990 RESEARCH** Independent investigation designed in consultation with the professor. Limited to a maximum of six credit hours. (Prerequisite: 20 hours of Biological Sciences and permission)

## BOTANY (BOT)

**BOT 2114 #GENERAL BOTANY** The major concepts of botany, illustrated by the living plant. With laboratory. (Prerequisite: BIOL 1404)

**BOT 3213 #PLANT DIVERSITY** Designed to familiarize students with plant terminology, family characteristics, identification skills, and distribution in Oklahoma, and to instill an

appreciation for plant diversity and values. (Prerequisite: BOT 2114)

**BOT 3814 #PLANT MORPHOLOGY** Life cycles, structures, anatomy of representatives of plant kingdom. (Prerequisites: BOT 2114)

**BOT 4202 #APPLIED SYSTEMATIC BOTANY** Use of dichotomous keys, collection of plants for use as herbarium specimens, plant research utilizing knowledge of plant diversity and evolution, and development of an appreciation for plant values (Prerequisite: BOT 3213)

**BOT 4214 #SYSTEMATIC BOTANY** Classification and identification of local flowering plants, as herbarium preparation. With laboratory. (Prerequisites: BOT 2114)

**BOT 4274 FOREST SYSTEMATICS** Identification, taxonomy, and distribution of trees, shrubs, and other important forest species of the United States. (Prerequisites: BOT 2114)

**BOT 4844 ECOLOGICAL AND RANGE TECHNIQUES** An introduction to field techniques used by ecologist to construct biological inventories for most plant types. To support the measurement techniques used to inventory the vegetation, part of the course will be dedicated to the identification of the local flora and to some statistical techniques used in summarizing ecological data. (Prerequisite: BIOL 2114)

**BOT 4960 DIRECTED READING** Individualized literature study selected in consultation with the professor. (Prerequisite: 20 hours of Biological Sciences and permission)

**BOT 4970 SPECIAL STUDIES** Individualized project selected in consultation with the professor. (Prerequisite: 20 hours of Biological Sciences and permission)

**BOT 4980 SEMINAR** Small group study of topics announced by department. (Prerequisite: 20 hours of Biological Sciences)

**BOT 4990 RESEARCH** Independent investigation designed in consultation with the professor. (Prerequisite: 20 hours of Biological Sciences and permission)

**BOT 5214 SYSTEMATIC BOTANY** Classification and identification of local flowering plants, plant collection. Special project required. With laboratory.

**BOT 5920 PROBLEMS IN BOTANY** Independent study designed in consultation with the professor. (Prerequisite: 15 hours of biological science and permission)

**BOT 5960 DIRECTED READINGS** Individualized literature study selected in consultation with the professor. (Prerequisite: 15 hours of biological science and permission)

**BOT 5970 SPECIAL STUDIES** Individualized project selected in consultation with the professor. (Prerequisite: 15 hours of biological science and permission)

**BOT 5980 SEMINAR** Small group study of topics announced by department. (Prerequisite: 15 hours of Biological Sciences and permission)

**BOT 5990 RESEARCH** Independent investigation designed in consultation with the professor. Limited to a

maximum of six credit hours. (Prerequisite: 20 hours of Biological Sciences and permission)

## BUSINESS (BUS)

**BUS 1133 INTRODUCTION TO BUSINESS** Survey of business activities covering principles, problems and practices related to economic enterprises. (Not open to junior and senior business majors.)

**BUS 2633 BUSINESS STATISTICS** Applies descriptive and inferential statistics to business and economic problems. Statistical distributions are used to conduct interval estimates and hypothesis tests. Empirical evidence of cause and effect relationships is investigated through simple two variable linear regression and correlation analysis. (Prerequisite: Math ACT 21 or higher or completion of college algebra (MATH 1513))

**BUS 3233 BUSINESS COMMUNICATIONS** The essential qualities of business writing. (Prerequisites: ENG 1113 and 1213)

**BUS 3333 BUSINESS ETHICS** This course explores accounting, business and legal decision-making from an ethical perspective. It focuses on the business person as an ethical decision-maker and on the business as a socially moral agent. Case studies from the core business disciplines as well as supplemental materials or assignment for the disciplines are used as learning materials. (Prerequisites: junior standing and permission)

**BUS 4123 INTERNATIONAL BUSINESS AND LAW** The course provides the student with an overview of International Business relations and the various legal systems that such relationships will operate within. Public law of international business will be analyzed with special emphasis on commercial sales contracts, various legal systems and disputes resolution, treatise and custom laws, export and foreign licensing, and environmental law. The course will also explore the private law concept of business transactions comparatively with the United States common and statutory law. Present current events happenings will be discussed and how such events will affect unilateral laws such as economic crisis, wars and other social events or upheavals. The course will also contain specific emphasis with the legal system and the business relationships involving Native Americans. (Prerequisites: Senior standing and permission)

**BUS 4803 NATIVE AMERICAN BUSINESS** This course continues the coverage of management skills such as leadership, motivation, organizational dynamics, personnel, budgeting, community and economic development, strategic planning, program evaluation, and grant writing within a Native American community and sovereign governmental context. (Prerequisite: MNGT 3113)

**BUS 4813 CONTEMPORARY ISSUES IN NATIVE AMERICAN LEADERSHIP** A study of the fundamental cultural, ethical and philosophical issues which are involved in Native American leadership. The course also includes an examination of the leadership styles of historical tribal leaders. (Prerequisite: MNGT 3113)

**BUS 4901 CAREER DEVELOPMENT SEMINAR** This seminar is designed to help students transition from college to the professional work environment. The seminar will be led by SE faculty with guest speakers from across the university and from area businesses. Topics include developing a professional resume, interviewing skills, and business etiquette. (Prerequisite: senior level standing)

**BUS 5113 RESEARCH METHODS** Concepts and methods of the scientific research process within the context of business and management. The course emphasizes an applied approach providing a thorough understanding of the nature and scope of business research.

**BUS 5123 INTERNATIONAL LAW** The course is designed to give students a comprehensive introduction to international law issues, including historical development and fundamental principles of international law. Students will gain an understanding of the laws relating to international trade and business transactions and how markets, cultures and legal systems influence international business contracts.

**BUS 5253 DATA ANALYSIS FOR MANAGERS** Theory and application of statistical and quantitative techniques to various types of business data. Emphasis is on the interpretation and use of data analysis results from a manager's perspective. Use of statistical computer software is an integral part of course. Both descriptive and inferential statistics are covered.

**BUS 5563 APPLIED BUSINESS PROJECTS** The course should be taken during the student's next-to-last or last semester, and is designed to integrate the functional areas of business at the graduate level. Numerous projects will be used to evaluate and develop the skills and competencies deemed important for MBA graduates.

## BUSINESS INFORMATION MANAGEMENT (BIM)

**BIM 1553 BUSINESS COMPUTER APPLICATIONS** This course introduces the use of the computer in a business setting. Office applications, the use of the Internet, and searching online database are introduced and discussed. Applications included word processing, spreadsheet, database and graphics programs. Students will learn to use the applications to analyze and solve basic business problems.

**BIM 1563 DESKTOP DOCUMENT PRODUCTION** Preparation of documents using desktop publishing software.

**BIM 2113 CAREER SEARCH** A study and evaluation of contemporary and developing careers in the business world. Students will focus their individual study on one or more specific careers of their interest.

**BIM 2273 KEYBOARDING LETTERS & REPORTS** Emphasis on improving skills and preparing business-related documents. (Prerequisite: beginning keyboarding course with a minimum grade of C)

**BIM 2313 DATABASE MANAGEMENT SYSTEMS** Mastery of an electronic database system in a business environment including planning, creating, managing, and manipulating a database.

**BIM 3133 INTRODUCTION TO COMMUNICATIONS**

Grammar and its application to verbal communications.

**BIM 3173 WORD PROCESSING APPLICATIONS**

Emphasis on office simulations which provide opportunity for decision making and setting priorities. (Prerequisite: BUSI 2273 or an intermediate keyboarding course with a minimum grade of C)

**BIM 3183 BUSINESS INFORMATION MANAGEMENT**

Examines business information systems theory and business applications. Topics include components of the life cycle, business information analysis, design and implementation. (Prerequisites: BIM 1553 and junior standing)

**BIM 3353 INFORMATION RESOURCES MANAGEMENT**

Application of systematic analysis and scientific control of business records from their creation through processing, maintenance, protection, and final disposition.

**BIM 4253 INDUSTRY TRAINING AND DEVELOPMENT**

Preparation of trainers to develop, deliver, and evaluate training programs in business and industry and other organizations. Oral and written communication skills and techniques for teaching the adult learner are emphasized.

**BIM 4653 ORGANIZATIONAL SYSTEMS & TECHNOLOGIES**

An overview of office systems within organizational and environmental contexts. Improvement of productivity is stressed. Major technologies that support information creation, storage, retrieval, manipulation, and distribution are covered.

**BIM 4763 TELECOMMUNICATIONS FOR MANAGERS**

Overview of telecommunications in business information management. Topics include theory and management issues relative to telecommunications methods, data codes, protocols, network architectures, local area networks, communications media, hardware and software, including group systems software. An emphasis will be on the applications of telecommunications to facilitate the interchange of business information in many forms: voice, data, text, and image. (Prerequisites: BIM 3183)

**BIM 4950 INTERNSHIP** Supervised professional level work assignment with a business firm, government agency, or nonprofit agency. (Prerequisites: ACCT 2203, FIN 3113, MKT 3233, MNGT 3143, and permission of instructor)

**BIM 4960 DIRECTED READING** Individualized literature study selected in consultation with the professor.

**BIM 4970 SPECIAL STUDIES** Individualized project selected in consultation with professor.

**BIM 4980 SEMINAR** Small group study of topic announced by department.

**BIM 4990 RESEARCH** Independent investigation designed in consultation with the professor.

**BIM 5123 MANAGERIAL COMMUNICATIONS** A study of the procedures and methods of gathering and organizing data, interpreting and presenting decisions, facts and ideas. Written communication, oral communication, and multi-media presentation skills will be presented, as well as principles of negotiation and persuasion at a managerial or executive level.

**BIM 5193 METHODS FOR TEACHING BUSINESS TECHNOLOGIES**

Emphasis on teaching computer applications for the modern office; software packages, instructional units, objectives, standards, evaluation, research.

**BIM 5293 PRINCIPLES OF VOCATIONAL BUSINESS EDUCATION**

Organization and development of vocational programs in business; federally-aided high school programs.

**BIM 5693 METHODS FOR TEACHING BUSINESS SUBJECTS**

Problems, materials, and methods of teaching accounting, business communications, business math, economics, and general business.

**BIM 5793 MANAGEMENT INFORMATION SYSTEMS**

The role of information systems in organizations and managing in an Information Age. Topics include the design of information systems to support the organization's strategic plan, information resource management, structure of a management information system, human-machine information systems, and implementation issues.

**BIM 5960 DIRECTED READINGS** Supervised reading of significant literature not included in regularly scheduled courses.

**BIM 5970 SPECIAL STUDIES** Development of instructional materials and plans based on individual and group interests and needs.

**BIM 5980 SEMINAR** Intensive study of selected problems in business education.

**BIM 5990 RESEARCH** Intensive study, analysis, and evaluation of research in business education and related fields.

**BUSINESS LAW (BLAW)****BLAW 3123 #LEGAL ENVIRONMENT OF BUSINESS**

This course will consist of three main units of instruction. The first unit will cover an introduction to legal theory, legal and deductive reasoning, constitutional law, administrative law, the court system, civil and criminal procedures, alternative dispute resolution, criminal law and the concepts of tort and strict liability. The second unit, will consist of the study of common law contract theory and an introduction of the Uniform Commercial Code. The basic elements of contract will be examined, along with remedies, statute of frauds and third party rights. The final unit will consist of the application of the property, bailments, agency, employment law, business structures, intellectual property, E-commerce, international law, and other topics. The concept of ethics and proper business conduct will be emphasized throughout the course. ized throughout the course.

**BLAW 3133 LEADERSHIP ETHICS** A study of leadership in the context of self-governance, responsibility, adherence to principle, integrity, and constancy of purpose. The course specifically addresses how leaders build and maintain organizations which are guided by a sense of purpose, responsibility, and ideals. Two facets of the leader's role are emphasized: the leader as decision-maker, and the leader as an organization builder.(Junior standing required)

**BLAW 3223 COMMERCIAL LAW** This course will consist of the study of the Uniform Commercial Code, with special emphasis on sales of goods, commercial paper and negotiable instruments, secured transactions, bankruptcy and creditors rights, proprietorships, partnerships, corporations, antitrust law, and the laws effecting entrepreneurs. The concepts of ethics and proper business conduct will be emphasized throughout the course. (Prerequisite: BLAW 3123)

## CHEMISTRY (CHEM)

**CHEM 1004 #CHEMICAL CONCEPTS** A one-semester course for students with a degree plan such as nursing that has a one-semester chemistry requirement. This course is also recommended for students who need additional preparation before either of the other two tracks of chemistry or for those who wish to use the study of chemistry to satisfy their general education requirement. It includes fundamental knowledge of inorganic chemistry; with laboratory (2hr/wk) (Prerequisite: Elementary high school algebra skills. It may not be used on any major or minor)

**CHEM 1114 #BASIC CHEMISTRY I** The first semester of chemistry for students with a degree plan that requires a broad foundation in chemistry. This course is the ideal entry point for students who will major in Environmental Sciences or Occupational Safety and Health, those who will minor in Chemistry or who need only one year of general chemistry. It includes nomenclature, stoichiometry, atomic structure, chemical bonding; solutions; gas laws and thermochemistry; with laboratory (2hr/wk) This course does NOT satisfy the prerequisite for CHEM 1415. Corequisite: MATH 1303 or higher or two units of high school algebra

**CHEM 1214 #BASIC CHEMISTRY II** The second semester of chemistry for students with a degree plan that requires a broad foundation for chemistry. It is a continuation of CHEM 1114 and includes equilibrium, kinetics, thermodynamics, electrochemistry, qualitative analysis, organic chemistry, biochemistry and nuclear chemistry; with laboratory. This course can be used as a prerequisite for CHEM 1415, CHEM 3015 or CHEM 3025. This course does NOT satisfy the prerequisite for CHEM 3053/3062 or CHEM 3425 (Prerequisite: CHEM 1114)

**CHEM 1315 #GENERAL CHEMISTRY I** The first semester of study for students with a degree plan that requires algebra-based, in-depth knowledge of chemistry. This course is the entry point for students who will major in Chemistry or Medical Science; for all students meeting general chemistry requirements for entrance into programs of advanced healthcare degrees and Chemistry minors. It includes nomenclature, atomic and molecular structure, stoichiometry, bonding, states of matter, thermochemistry, acids and bases, and gas laws; with laboratory (4hr/wk) (Prerequisite: one year of high school chemistry) Corequisite: MATH 1513, MATH 1543 or ACT Math score of 21 or better

**CHEM 1415 #GENERAL CHEMISTRY II** The second semester of study for students with a degree plan that requires algebra-based, in-depth knowledge of chemistry. It is a continuation of CHEM 1315 with emphasis on kinetics, equilibrium, thermodynamics, electrochemistry, qualitative

analysis, organic chemistry, biochemistry, and nuclear chemistry; with laboratory (4hr/wk) This course satisfies the prerequisite for CHEM 3053/3062 and CHEM 3425. Prerequisite: CHEM 1315 with a grade of C or better)

**CHEM 2014 #ORGANIC CHEMISTRY/BIOCHEMISTRY** Terminal course for students whose major does not require additional chemistry courses, e.g., science education. This course is an introduction to organic chemistry and biochemistry and will not count toward a major or minor in chemistry but will count toward a minor in Chemical Sciences (Prerequisite: CHEM 1214 or 1415 with a grade of C or better)

**CHEM 2024 INTRODUCTION TO ANALYTICAL METHODS** This course is designed to introduce the student to classical wet and modern instrumental analytical chemistry. The fundamentals of analytical statistics and its importance to data reliability will be discussed. The course will cover acid/base calculations, titrations, basic chemical equilibrium, atomic and molecular spectroscopic, chromatographic, and electroanalytical methods of analysis. Much of the laboratory experience will focus on modern methods of environmental analysis. This course will count toward a Chemical Sciences minor but will not count toward a Chemistry Major (Prerequisite: CHEM 1214 or 1415 with a grade of C or better)

**CHEM 2113 #INORGANIC CHEMISTRY I** Periodic properties of the elements and the structures, properties, and reactions of their compounds. (Prerequisite: CHEM 1214 or 1415 with a grade of C or better or departmental approval)

**CHEM 2212 INTRODUCTION TO RESEARCH** Group investigation of a laboratory research topic led by the professor, with related short student-selected projects developed in consultation with the professor, and a presentation of an overall research summary by each student. Discussions of the importance of research internships and how to apply, graduate research programs and research career opportunities, as well as experimental design, research poster design and research ethics. Prerequisite: CHEM 1315 or permission

**CHEM 2311 #CHEMICAL LITERATURE** This course is a study of the current literature of chemistry. Prerequisite: CHEM 1214 OR 1415

**CHEM 3053 #ORGANIC CHEMISTRY I** Introductory course emphasizing structure and reaction mechanisms of aliphatic and aromatic compounds. (Prerequisite: CHEM 1415 with a grade of C or better; corequisite: CHEM 3062)

**CHEM 3062 #ORGANIC CHEMISTRY I LABORATORY** Techniques such as purification/separation, physical characterization, reaction types, and synthesis of organic compounds. (Prerequisite or corequisite: CHEM 3053)

**CHEM 3153 #ORGANIC CHEMISTRY II** Continuation of CHEM 3053 with emphasis on other major classes of organic compounds. (Prerequisite: CHEM 3053 with a grade of C or better; corequisite: CHEM 3162)

**CHEM 3162 #ORGANIC CHEMISTRY II LABORATORY** Multi-step syntheses and identification of organic compounds, including instrumental methods. (Prerequisite or corequisite: CHEM 3153)



**CHEM 3425 #CHEMICAL ANALYSIS** Introductory course including treatment of analytical data; chemical equilibria; volumetric measurements; spectrophotometry; separations and electroanalytical methods, with laboratory. (Prerequisite: CHEM 1415 with grade of C or better)

**CHEM 3525 #INSTRUMENTAL ANALYSIS** Topics include basic electronics, computer control of chemical instrumentation, spectral, electrochemical and chromatographic methods of analysis, and laboratory automation, with laboratory. (Prerequisite: CHEM 3425 with a grade of C or better)

**CHEM 3612 #RADIOACTIVITY & NUCLEAR MEASUREMENT** Study of nuclear disintegrations and properties of alpha, beta, and gamma radiation; with laboratory. (Prerequisite: PHYS 1214 or 2115 or CHEM 1415) (Same as PHYS 3612)

**CHEM 3644 CHEMICAL TECHNOLOGY** Survey of industrial processes and special experimental problems in technique development; with laboratory. (Prerequisites: CHEM 2014 or 3055, and CHEM 3425)

**CHEM 4055 #ADVANCED ORGANIC CHEMISTRY** Emphasizes recent developments in the field. With laboratory. (Prerequisite: CHEM 3153 [with a grade of C or better] and CHEM 3162)

**CHEM 4115 #BIOCHEMISTRY I** The fundamental principles of chemistry applied to life processes, with laboratory. (Prerequisite: CHEM 3053 and CHEM 3062 with grade of C or better, and BIOL 1404 or BIOL 1114)

**CHEM 4124 MOLECULAR GENETICS** A study of gene organization and control of gene expression in prokaryotes and eukaryotes, emphasizing applications in modern biotechnology, and the genetic and biochemical techniques involved in manipulating and assaying gene expression. Integrated lab and lecture format. (Same as BIOL 4124) (Prerequisites: CHEM 3053 with a grade of C or better, CHEM 3062, BIOL 2114, BIOL 3814 and BIOL 3404; recommended corequisite: CHEM 4115 or departmental approval.)

**CHEM 4193 #BIOCHEMISTRY II** The study of molecular and subcellular events involved in the process of metabolism and bioenergetics. (Same as BIOL 4193) (Prerequisite: CHEM 4115 with a grade of C or better)

**CHEM 4213 #ADVANCED ANALYTICAL CHEMISTRY** Emphasizes recent developments in the field of analytical chemistry with a focus on chromatography and spectroscopy, with laboratory. (Prerequisite: CHEM 3425 with a grade of C or better)

**CHEM 4314 #IMMUNOLOGY** A study of the molecular and cellular mechanisms of immunity. Lab required. (Same as BIOL 4314) (Prerequisite: BIOL 2114)

**CHEM 4333 #INORGANIC CHEMISTRY II** Bonding models and reactions of inorganic, organometallic and coordination compounds. (Prerequisite: CHEM 2113 with a grade of C or better)

**CHEM 4553 #PHYSICAL CHEMISTRY I** Introductory course in modern theoretical chemistry (Co-requisites: MATH 2315 or equivalent, and 18 hours of chemistry)

**CHEM 4562 #ADVANCED LABORATORY** Physical and spectroscopic measurement on chemical systems. (Prerequisites: Thirty (30) hours of chemistry or permission of department)

**CHEM 4653 #PHYSICAL CHEMISTRY II** A continuation of CHEM 4553. (Prerequisites: CHEM 4553 and MATH 2315, or department approval)

**CHEM 4662 PHYSICAL CHEMISTRY I LABORATORY** Laboratory study of ideal gas law, enthalpy, entropy, calorimetry, and other thermodynamic concepts, including mathematical and instrumental methods.

**CHEM 4951 SENIOR SEMINAR** Required for all chemistry majors. Emphasis on career planning, research presentation, and program assessment. (Prerequisite: 30 hours of chemistry or departmental approval)

**CHEM 4960 DIRECTED READING** Individualized literature study selected in consultation with the professor. (Prerequisite: department approval)

**CHEM 4970 SPECIAL STUDIES** Individualized project selected in consultation with the professor. (Prerequisite: department approval)

**CHEM 4980 SEMINAR** Small group study of topic announced by department (Prerequisite: department approval)

**CHEM 4990 RESEARCH** Independent investigation designed in consultation with the professor. (Prerequisite: departmental approval)

**CHEM 5960 DIRECTED READINGS** Individualized literature study selected in consultation with the professor. (Prerequisite: departmental approval)

**CHEM 5970 SPECIAL STUDIES** Individual project selected in consultation with the professor. (Prerequisite: departmental approval)

**CHEM 5980 SEMINAR** Small group study of topic announced by department (Prerequisite: department approval)

**CHEM 5990 RESEARCH** Independent investigation designed in consultation with the professor. (Prerequisite: departmental approval)

## CHOCTAW (CHTW)

**CHTW 1513 #CHOCTAW LANGUAGE AND CULTURE**  
This course provides a basic introduction to Choctaw language and culture

**CHTW 1613 #CHOCTAW LANGUAGE AND CULTURE II**  
Intermediate Choctaw is a semester Language course intended for students who have successfully completed Choctaw I Beginning course.

**CHTW 1713 #CHOCTAW LANGUAGE AND CULTURE III**  
This course is a continuation of Choctaw II. Emphasis is on idiomatic language and more complicated syntax. By the end of the semester, students are expected to negotiate the meaning of basic printed materials; produce clear and coherent prose; communicate orally in appropriate language with proper stress

and intonation; and analyze and interpret various forms of spoken communication. (Prerequisite: CHTW 1613)

**CHTW 1813 #CHOCTAW IV** A continuation of Choctaw Language and Culture III with special attention to its phonology, morphology, and syntax. Advanced conversational practice, literacy (Choctaw language, reading and writing emphasis), vocabulary building, history and culture of the Choctaw Nation are also emphasized. (Prerequisite: CHTW 1713)

**CHTW 3003 #INTERMEDIATE CONVERSATIONAL CHOCTAW** This course requires some prior knowledge of Choctaw pronunciation, basic vocabulary and present, past and future tenses. More advanced grammar, vocabulary and cultural elements will be taught with an emphasis on enhancing the student's ability to express themselves orally in everyday life situations. (Prerequisite: CHTW 1513 or permission)

**CHTW 4003 #ADVANCED CONVERSATIONAL CHOCTAW** This course continues from Intermediate Choctaw in the development of speaking and writing with special emphasis on listening and speaking. Students will develop their grammatical skills with confidence and strengthen conversational skills through a variety of activities. (Prerequisite: CHTW 1513 or permission)

**CHTW 4980 #SEMINAR** Research a seminar of subject announced by department. Prerequisite: CHTW 1813 or permission

## COMMUNICATION (COMM)

**COMM 1003 VOICE & DICTION** Trains the student to isolate and reproduce each sound in the English language. Uses practical situations to emphasize a more effective speaking voice.

**COMM 1013 #SURVEY OF COMMUNICATION** This course will provide students the foundational principles that champion the communication studies discipline. More specifically, this course will survey theory and practice in the following areas: intrapersonal, interpersonal, organizational, group, media and ethics, and public communication.

**COMM 1153 DESKTOP PRESENTATIONS** This course shows students how to combine creative thinking and the latest in electronic publishing devices to create media presentations.

**COMM 1233 #INTERPERSONAL COMMUNICATION** Gives a thorough introduction to the field of interpersonal communication. Shows the student how to apply these principles to everyday interactions.

**COMM 2113 WRITING FOR MASS COMMUNICATION** Theory and practice of gathering, writing, and evaluating information for dissemination through mass communication channels, both print and electronic. (Prerequisite: minimal word processing skills)

**COMM 2213 #BUSINESS & PROFESSIONAL SPEAKING** Students perform a variety of speeches and learn organization, research, structure and delivery techniques. Students learn conference techniques and interviewing skills.

**COMM 2223 MULTIMEDIA JOURNALISM** This course introduces students to reporting, writing and creating multimedia journalism for digital platforms. Students will learn to create online story packages: planning, pitching, reporting and editing, and determining the best use of multimedia and visual communication. Students will utilize essential techniques to produce packages for the online edition of The Southeastern, and other departmental media outlets. (Prerequisite: COMM 2113)

**COMM 2233 #FUNDAMENTALS OF ORAL INTERPRETATION** Focuses on the ability to transfer the author's meaning from the printed page to the audience's mind. Units on poetry, prose, and dramatic literature are included. (Same as THTR 2233)

**COMM 2243 PUBLICATION PRODUCTION AND DESIGN** Fundamentals of publication design and layout as they apply to the production and editing of the University's student publications.

**COMM 2253 #MEDIA AND SOCIETY** This course will survey the history, structure, aesthetic qualities, and cultural influence of the major forms of mass media. This includes an examination of television, motion pictures, radio, the recording industry, magazines, print journalism, multi-media, and social networking. Emphasis will be placed upon the ways in which the media and society influence and change each other.

**COMM 2563 #COMMUNICATION LEADERSHIP** This course introduces the communication concepts that are central to effective leadership. Additionally, this course examines competing perspectives concerning how leadership should be enacted in various communication environments.

**COMM 2573 AUDIO PRODUCTION** This is an introductory level course in audio production for both broadcast and non-broadcast applications. This course provides an overview of digital non-linear editing and radio station operations. The theories, tools, techniques, and regulatory controls of audio production are examined. Students are required to complete laboratory activities for this course.

**COMM 2583 PRINCIPLES OF PUBLIC RELATIONS AND ADVERTISING** This course is an introduction to message development in strategic integrated communication practices. Students will explore strategy, tactics, and evaluation efforts, as well as ethical principles, social responsibilities and professional aspects of public relations and advertising.

**COMM 3113 #COMMUNICATION THEORY AND RESEARCH** This course is an introduction to theory and research in the field of communication with an emphasis on interpersonal, public rhetoric, and mass media communication.

**COMM 3223 EDITING IN PRINT MEDIA** Theory and practice in editing, copy writing, layout and design of print media publications with emphasis on newspapers. (Prerequisites: COMM 1013 and 2113, or permission of instructor)

**COMM 3233 FEATURE WRITING** Techniques of feature writing, writing leads and structuring and polishing the feature story of the unusual or dramatic situation, determining news values and writing different types of stories. (Prerequisites: COMM 2113 or permission of instructor)

**COMM 3243 EDITORIAL WRITING** A study of the entire process of creating an editorial page--from the editorial

conference to the letters column where readers have their say. A study of views and open expression to preconceptions and prejudices. (Prerequisites: COMM2113 or permission of instructor)

**COMM 3273 #HEALTH COMMUNICATION** This course focuses on the role of communication in shaping professional health care messages and public acceptance of these messages. The course provides instruction of the development and use of health-related and care-related messages and media; the goals and strategies of health care promotion; relationships, roles, situations, and social structures within the context of health maintenance and promotion; and applications to disease prevention, health advocacy and communications concerning treatments.

**COMM 3283 VISUAL COMMUNICATION** This course explores the creation, use and critique of visual communications for journalistic and public relations purposes in print and web-based media. Topics include: digital storytelling using video and still images, technical and compositional elements, digital processing, and ethics related to image manipulation. Students will analyze visual communication from rhetorical, cultural, and ethical perspectives.

**COMM 3313 #GREAT SPEECHES OF THE 20TH CENTURY** A study of 20th Century public discourse on the ideas and issues of politics, gender, culture and history of the United States. This study includes presidential, civil rights, and women's movement rhetoric. This course emphasizes the rhetoric of liberalism and conservatism. Includes a comprehensive study of great American speeches. (Prerequisite: COMM 2213 or permission of instructor)

**COMM 3323 #GROUP DISCUSSION** Includes how groups are formed, why they are formed, how leadership develops and what leads to the dissolution of groups.

**COMM 3333 #CONFLICT MANAGEMENT** Conflict management is an examination of conflict as a communication phenomenon. Conflict is something that people create and shape as they interact with each other. Thus, this course focuses on the communication dynamics involved in understanding and managing conflict, no matter what form it takes. Completing this course will give you an understanding of how theory and research can be used to understand and influence conflict dynamics in everyday life.

**COMM 3413 #COMMUNICATION IN POPULAR CULTURE** This course is a study of communication influences inherent in American popular culture. Students will explore race, gender, and sexuality while examining the everyday messages embedded in discourse central to entertainment, social movements, politics, and sports.

**COMM 3453 #POLITICAL COMMUNICATION** An investigation of the processes political candidates and the mass media employ to generate and disseminate political narratives. This course considers the impact of the mass media, especially television, on political power and consciousness in the United States. Particular emphasis on political campaigning.

**COMM 3463 #THEORIES OF PERSUASION** This course introduces the theory and practice of persuasive communication. Students will enhance message-construction skills as well as critical thinking skills. This study emphasizes

interpersonal influence, group leadership and power, negotiation strategies, political communication and propaganda. (Prerequisite: COMM 2213 or permission of instructor)

**COMM 3543 #ARGUMENTATION AND ADVOCACY** A study of theory, research and practice in developing and presenting arguments on public policy and legal issues. This course emphasizes reasoning skills and sound communicative strategies. (Prerequisite: COMM 2213 or permission of instructor)

**COMM 3553 BROADCAST ANNOUNCING** This is a course in both theory and practice of broadcast announcing. Designed to familiarize students with the requirements of a variety of broadcast announcing situations. Students are required to complete laboratory requirements for this course. (Prerequisite: COMM 2573 or permission of instructor)

**COMM 3573 VIDEO PRODUCTION** This is an introductory level course in video production for both broadcast and non-broadcast applications. This course provides an overview of digital non-linear editing, video, composition, and field production. Students are required to complete laboratory activities for this course. (Prerequisite: COMM 2573 or permission of the instructor).

**COMM 3663 BROADCAST AND CABLE PROGRAMMING** Theories and strategies of program selection, scheduling and evaluation for broadcast stations and cable television systems. Audience psychology and principles of audience analysis. Examination of methods for determining characteristics of greatest program appeal to a desired audience. Examination of program types, ratings, and program selection. (Prerequisites: COMM 2573 and COMM 3573 or permission of the instructor)

**COMM 3753 #INTRAPERSONAL COMMUNICATION** This course provides students with materials, suggestions, and explorations for using concepts learned about human communication. The student will develop a vocabulary, define own terms, and find those concepts that are real to them. (Prerequisite: COMM 1233 or permission of instructor)

**COMM 3773 ADVERTISING COPYWRITING AND DESIGN** The student will explore the creative process of copywriting and advertising design.

**COMM 3783 BROADCAST NEWSWRITING** Introduction to the various styles of writing news and non-news material for presentation on radio, television, and cable. Familiarize students with the structure and function of broadcast journalism. Examines theoretical and practical aspects of broadcast journalism. Students are required to complete laboratory activities for this course. (Prerequisite: COMM 2573 or permission of instructor)

**COMM 3883 #ORGANIZATIONAL COMMUNICATION** The role of the person in the organization will be emphasized. Understanding the role of communication in the world of work is a high priority in industry today.

**COMM 3893 COMMUNICATION CAMPAIGNS AND CASE STUDIES** Using actual campaigns and events as models, this course examines the development of public relations strategies along with the tactical communications and actions that were instituted to achieve organizational goals.

**COMM 4333 #RISK AND CRISIS COMMUNICATION**

Through a message-centered approach, this course introduces students to the planning, creation, deployment and critique of risk and crisis communication. Students will explore competing theoretical perspectives and rhetorical strategies used when conveying risk and crisis communication to the public.

**COMM 4343 #COMMUNICATION TRAINING AND DEVELOPMENT**

A study of the theoretical and practical issues involved in developing and implementing communication training and development programs. Emphasis is given to identifying, assessing, and improving communication competencies.

**COMM 4433 #INTERCULTURAL COMMUNICATION**

This course focuses on the key concepts of communication and culture covering such topics as barriers in intercultural communication; dimensions of culture; multiculturalism, women, family and children; and culture's influence on perception. It will help students build communication skills with particular emphasis on crossing cultural barriers through student activities.

**COMM 4443 #COMMUNICATION CRITICISM**

This course introduces the methodologies available to examine communication artifacts. This study emphasizes the critical abilities necessary to describe, explain, analyze, and evaluate speeches, advertising, songs, art, film, and television.

**COMM 4463 #FREEDOM OF SPEECH**

Analysis of contemporary debate concerning the First Amendment guarantee of freedom of speech and the proper limits to expression. Major topics include, but are not limited to, artistic expression, hate speech, subversive speech, nonverbal expression, and technology.

**COMM 4533 LANGUAGE DEVELOPMENT & DISORDERS**

An introductory course focusing on both language development and barriers to effective communication. Units on cleft palate, stuttering, articulation errors and hearing difficulties are included.

**COMM 4553 ONLINE VIDEO**

This course explores online video and its use in various social, educational, and workplace settings. Assignments will include development, creation, and analysis of an online video brand and accompanying content on web and various social media platforms to support that brand. Previous video production experience is not required.

**COMM 4573 BROADCAST WORKSHOP**

This is an advanced level course in both audio and video production for both broadcast and non-broadcast applications. This course will utilize real-world assignments to provide additional development in all aspects of audio and videoproduction. Students are required to complete laboratory activities for this course. (Prerequisite: COMM 2573 and 3573, or permission from the instructor).

**COMM 4613 #RHETORIC**

This course provides a timely concentration on rhetorical principles which will allow the student to develop elevated skill levels in the areas of the written and spoken word. Beneficial to students preparing for entrance exams into professional and/or graduate schools and/or for entry into the workplace; extra emphasis will be placed upon the spoken word and the development of language with students receiving special critique and mentoring. (Prerequisites: ENG 1113, ENG 1213, COMM 2213)

**COMM 4773 ELECTRONIC MEDIA MANAGEMENT**

Examines the management principles and practices in the broadcasting and cable industry. Examines the legal, financial, and technical aspects of broadcast stations and cable television systems. Theory and practicum. (Prerequisite: COMM2573)

**COMM 4853 #FIRST AMENDMENT STUDIES**

This course explores the contemporary debate concerning the First Amendment guarantee of freedom of speech and the proper limits to expression. Major topics include subversive speech, nonverbal expression, artistic expression, as well as libel, slander, obscenity, copyright and cyberspace.

**COMM 4893 ADVERTISING SALES**

This course deals with the various theories and advertising skills needed for media sales. Students create and sell advertising on campus and off campus for organizations and businesses.

**COMM 4920 COMMUNICATION PRACTICUM**

An intensive field experience that provides application of theory and principles developed in the classroom in an on-campus position under supervision of a professional. (Repeatable up to a maximum of three hours credit.)

**COMM 4940 COMMUNICATION INTERNSHIP**

The internship is an intensive field experience that provides application of theory and principles developed in the classroom in an off-campus position under supervision of a professional. (Repeatable up to a maximum of three hours credit.)

**COMM 4960 DIRECTED READING**

Subject named in title listing. (Prerequisite: permission of the instructor)

**COMM 4970 SPECIAL STUDIES**

Subject named in title listing. (Prerequisite: permission of the instructor)

**COMM 4980 SEMINAR**

Subject named in title listing. (Prerequisite: permission of the instructor)

**COMM 4990 RESEARCH**

Subject named in title listing. (Prerequisite: permission of the instructor)

**COMM 5113 STRATEGIC COMMUNICATION**

Students will learn theory and processes for planning, executing, and evaluating strategic communication consistent with the organization's mission and initiatives. This course emphasizes strategic communication deployed for both for-profit and non-profit organizations, to internal and external audiences, using proactive and reactive message strategies.

**COMM 5123 CRISIS COMMUNICATION**

A clear and persuasive communication strategy is necessary during a crisis episode. This course focuses on ways to communicate effectively when organizations experience threats to their identity, reputation, or security. Students will apply effective crisis communication strategies, emphasizing practical application of theories, strategies, and tactics.

**COMM 5323 GROUP DISCUSSION**

Includes how groups are formed, why they are formed, how leadership develops and what leads to the dissolution of groups.

## COMPUTER INFORMATION SYSTEMS (CIS)

**CIS 1003 COMPUTERS IN SOCIETY** Provides an introduction to the role of computers in today's society. Basic issues concerning computers, such as legal and ethical, will be introduced and discussed. The course will involve a discussion of internet, data communications, and basic applications such as word processors and spreadsheets. (Does not count towards a major or minor in Computer Science or Computer Information Systems)

**CIS 1613 #COMPUTER INFORMATION SYSTEMS I** This course begins with a computer literacy component followed by an introduction to logic and the concept of computer programming. The practice of critical thinking for problem solving will be introduced and cultivated. Data representation, machine decision making and repetitive tasking will be combined to create simple computer programs.

**CIS 1623 #COMPUTER INFORMATION SYSTEMS II** This course broadens and deepens the knowledge gained in CIS 1613. Visual object oriented language(s) will be used to write comprehensive computer programs that deal with a variety of realistic business applications. Emphasis on generally accepted principles of software development techniques will include construction of acceptable user interfaces, data handling, report generation and efficient throughput for large amounts of data. (Prerequisite: CIS 1613)

**CIS 2103 INTERMEDIATE PRODUCTIVITY SOFTWARE** This course will build on techniques introduced in Computers in Society (CIS 1003). Case-based examples of business and industry problems will be solved by utilizing integrated software packages. Critical thinking, problem analysis, decision making and data representation techniques will be strengthened. (Prerequisite: CIS 1003)

**CIS 2343 WEB PAGE PROGRAMMING** Basic concepts to design a web site. Included are content, navigation, graphics, and interactivity. HTML, internet programming, commercial domain licensing, development software, and effective layout. Students must maintain a web site. Previously listed as TECH 2343 WEB PAGE DESIGN I

**CIS 3003 USING COMPUTERS IN THE MEDICAL OFFICE** The course will teach students to prepare realistic medical documents such as (but not limited to) medical history reports, consultation letters, chart notes, invoices, payroll worksheets, and a variety of presentations using Microsoft Office or a similar integrated software package. There will also be an introduction to human anatomy and associated medical terminology.

**CIS 3103 ADVANCED PRODUCTIVITY SOFTWARE** This course reinforces the ability to solve comprehensive business and industry problems by utilizing advanced features of integrated software packages. Techniques not presented in earlier courses, such as (but not limited to) macro design, pivot and data tables, form design, desktop publishing, web application integration, use of embedded object-oriented programming languages, applications of advanced presentation techniques and scenario management will be covered (Prerequisite: CIS 2103)

**CIS 3123 INTERMEDIATE DATABASE ANALYSIS** This course introduces the concepts of database structures and accepted methods of storing various collections of data. A commercially available database package accepted by the business community will be utilized as the learning platform. Realistic case studies will be used to illustrate the fundamental theories and reinforce understanding of problem solution and usage of critical thinking skills.

**CIS 3223 NET-CENTRIC COMPUTING** The study of how data is communicated from one computer to another including such topics as local area networks, network design, distributed processing, and telecommunication management. (Prerequisite: CS 1613 or CIS 1613)

**CIS 3323 ADVANCED DATABASE ANALYSIS** Advanced database concepts such as custom reports generated by SQL, relational tables, integration of databases with web site interfaces, and compatibility issues with current internet programming platforms. Several commercially available database systems in use will be utilized for the solution of complex and comprehensive business and industry case studies (Prerequisite: CIS 3123) Same as CS 3323

**CIS 3533 ADVANCED BUSINESS SOLUTIONS** This course develops advanced topics in business case study using application software to solve managerial problems. The cases present students with managerial decision-making activities, ranging from basic problem-solving situations to more advanced problem-solving situations. Each case encourages use of student's knowledge, creativity and software skills to solve real managerial problems. Case utilize and enhance spreadsheet, database, web page development and integration skills. (Prerequisite CIS 2103)

**CIS 3543 COMPUTER SECURITY** Protecting computer resources from unauthorized access, establishing control to ensure the reliability of information processing, and auditing information systems to verify the accuracy of information systems.

**CIS 4103 #COMPUTER ETHICS** An overview of the ethical use of computer systems and data for the professional. Topics covered will include privacy, property rights, accountability and Internet issues as well as codes of ethics and professional conduct as published by technical organizations.

**CIS 4113 DATA COMMUNICATIONS TECHNOLOGY** This course covers principles of signal theory, communications protocols, current software designs, topology and how wireless and other new technologies such as usage of Bluetooth, highly elliptical-orbiting satellites and code multiplexing are changing the industry's adaptation of available technologies. Leading edge communications trends will be addressed, especially those pertaining to internet applications using wire, radio, light and other electromagnetic methods. New developments unknown at the time of this publication will be injected into the subject matter.

**CIS 4343 APPLIED NET-CENTRIC COMPUTING** This course focuses on integrating the class knowledge in computer science and internet technology together and applying those skills in local/wide area networks and virtual private network. Topics include: web technologies, network architecture, protocols, applications, management, and security. In addition, the network hands-on projects for students will include:

configuring network services/servers such as DNS, DHCP, NATP, Firewall, TELNET, FTP, SSH, Email, Newsgroup, Database, and Web Servers, implementing the Network File System and Network Information System, sharing resources between Unis/Linus and Windows network systems and developing a Three-tier Database-driven on-line E-Commerce application. (Prerequisite: CIS 3223)

**CIS 4413 SYSTEMS ANALYSIS** Producing quality software on time and under budget that meets all user requirements through the software life cycle techniques. Cost estimation, project management, testing, and maintenance are stressed. (Prerequisite: 90 hours toward a baccalaureate degree) (Same as CS 4413)

**CIS 4423 SOFTWARE ENGINEERING** Practical application of systems software development using techniques learned in previous courses. Should be taken toward the end of a student's academic training. (Prerequisite: CIS 4413) (Same as CS 4423)

**CIS 4613 HEALTH INFORMATION SYSTEMS** An introduction to the fundamentals of health information management using computer-based patient records. Key areas of study within health information management are addressed, with emphasis on the use of information as an asset to the health care provider. Included topics illustrate the importance of planning and setting procedures for proper storage, maintenance, usage, and security of health information records.

**CIS 4623 ELECTRONIC HEALTH RECORDS** This course introduces health information technology and develops the skills necessary to become successful users of medical practice management software. It prepares students to go into any medical office and perform medical practice management duties with the same or similar software as used in this course.

**CIS 4960 DIRECTED READING** (Prerequisite: permission of the department)

**CIS 4970 SPECIAL STUDIES** (Prerequisite: permission of the department)

**CIS 4980 SENIOR SEMINAR** In this course students refine job search skills by developing a resume and cover letter. Students also complete a career development application and job search. Selected readings in career development will be assigned and discussed. In addition, students are expected to demonstrate knowledge in major fields through performance of research and writing and assessment testing. (Prerequisite: permission of the department)

**CIS 5103 COMPUTER ETHICS** An overview of the ethical use of computer systems and data for the professional. Topics covered will include privacy, property rights, accountability and Internet issues as well as codes of ethics and professional conduct as published by technical organizations.

**CIS 5113 DATA COMMUNICATIONS TECHNOLOGY** This course covers principles of signal theory, communications protocols, current software designs, topology and how wireless and other new technologies such as usage of Bluetooth, highly elliptical-orbiting satellites and code multiplexing are changing the industry's adaptation of available technologies. Leading edge communications trends will be addressed, especially those pertaining to internet applications using wire, radio, light and

other electromagnetic methods. New developments unknown at the time of this publication will be injected into the subject matter. (Prerequisite: departmental approval)

**CIS 5343 APPLIED NET CENTRIC COMPUTING** This course focuses on integrating the class knowledge in computer science and internet technology together and applying those skills in local/wide area networks and virtual private network. Topics include: web technologies, network architecture, protocols, applications, management, and security. In addition, the network hands-on projects for students will include: configuring network services/servers such as DNS, DHCP, NATP, Firewall, TELNET, FTP, SSH, Email, Newsgroup, Database, and Web Servers, implementing the Network File System and Network Information System, sharing resources between Unis/Linus and Windows network systems and developing a Three-tier Database-driven on-line E-Commerce application. (Prerequisite: CIS 3223)

**CIS 5960 DIRECTED READINGS** Individualized literature study selected in consultation with the student's graduate advisory committee. (Prerequisite: department approval)

**CIS 5970 SPECIAL STUDIES** Individualized project selected with the advice of the student's graduate advisory committee. (Prerequisite: department approval)

**CIS 5980 SEMINAR** Small group study of topic announced by department (Prerequisite: department approval)

**CIS 5990 RESEARCH FOR MASTER'S THESIS** Independent investigation designed in consultation with the student's graduate advisory committee. (Prerequisite: department approval)

## COMPUTER SCIENCE (CS)

**CS 1113 #COMPUTER LITERACY** A study of the basic computer operations, the role of computers in society, and some applications in business, industry, and education. (Does not count toward the Computer Science major or minor.)

**CS 1313 #LOGIC AND PROBLEM SOLVING** This course is the study of sound reasoning and the application of this reasoning to problem solving. In the course we will discuss many approaches to problem solving such as step algorithms, flow charts, set theory, truth tables and Warnier programs. Students will learn techniques to translate real life problems into forms which will enable computer programs to solve them. These techniques or tools should allow students to create and design programs that will be dependable and correct.

**CS 1613 #COMPUTER SCIENCE I** Introduction to computer programming. The entire process of creating software is examined from analysis and design to coding and testing. An emphasis is placed upon problem solving using top-down and bottom-up techniques. Language features include data types, functions, program flow control, and input/output.

**CS 1623 #COMPUTER SCIENCE II** Objects and classes are introduced in an examination of inheritance and polymorphism. Project management techniques including make files and debugging tools are discussed. Language features explored include dynamic memory management, parameter

passing, name overloading and multidimensional arrays. (Prerequisite: CS 1613 with a grade of C or better)

**CS 2343 WEB PAGE PROGRAMMING** Basic concepts to design a web site. Included are content, navigation, graphics, and interactivity. HTML, internet programming, commercial domain licensing, development software, and effective layout. Students must maintain a web site.

**CS 2513 #SEMINAR IN PROGRAMMING** An additional computer programming course using the languages specified such as, but not limited to Pascal, Java, Fortran, Visual Basic, and other languages deemed appropriate. Fundamental programming skills are assumed as this course emphasizes the particular aspects of the specified language. This course is repeatable for credit with a different language specification. (Prerequisite: CS 1623 with a grade of C or better)

**CS 2813 #DATA STRUCTURES** Computers require information to be organized in a time and space efficient manner. The performance analysis and implementation of common structures including lists, queues, stacks, trees, heaps, and hash tables are the central themes of the course. In addition, students will incorporate existing libraries of structures with their programs. (Prerequisites: CS 1623 and MATH 2013, both courses must be passed with a grade of C or better)

**CS 3133 COMPUTER GRAPHICS** Computer graphics related hardware and software needs. Two dimensional graphics (scaling the screen; clipping; viewports; transformations; rotations, homogenous coordinates). Analytical Geometry; rectangular coordinates; polar coordinates. Three dimensional graphics: left-hand and right-hand coordinate system transformations, two dimensional images of three dimensional objects, hidden line/surface elimination, animation. (Prerequisites: CS 2813 and MATH 2215)

**CS 3143 COMPUTER ARCHITECTURE** A study of computer organization and operation. Includes hardware structure, machine and assembler languages, and software systems. (Prerequisite: CIS 2813 or CS 2813)

**CS 3223 #NET-CENTRIC COMPUTING** The study of how data is communicated from one computer to another including such topics as local area networks, network design, distributed processing, and telecommunication management. (Prerequisite: CS 1613 or CIS 1613)

**CS 3323 ADVANCED DATABASE ANALYSIS** Advanced database concepts such as custom reports generated by SQL, relational tables, integration of databases with web site interfaces, and compatibility issues with current internet programming platforms. Several commercially available database systems in use will be utilized for the solution of complex and comprehensive business and industry case studies (Prerequisite: CIS 3123)

**CS 4113 #OPERATING SYSTEMS** Batch systems, assemblers, macros, loaders, compilers, advanced operating systems, multiprogramming, multiprocessing. (Prerequisites: CS 3143)

**CS 4223 #ALGORITHM ANALYSIS** Advanced programming techniques, algorithm analysis, time and space analysis, special topics, searching, sorting, file processing,

peripheral devices. (Prerequisites: CS 2813, MATH 2215 and STAT 2153)

**CS 4313 #COMPILER CONSTRUCTION** Translation concepts, arithmetic expressions, models of grammar, parsing, structure of translation trees. (Prerequisite: CS 3143)

**CS 4323 #PROGRAMMING LANGUAGES** Advanced features of several programming languages and their associated data structures; run-time stacks; memory management; scope rules; sub-programs; special purpose languages and advanced features of conventional languages. (Prerequisites: CS 3143)

**CS 4343 APPLIED NET-CENTRIC COMPUTING** This course focuses on integrating the class knowledge in computer science and internet technology together and applying those skills in local/wide area networks and virtual private network. Topics include: web technologies, network architecture, protocols, applications, management, and security. In addition, the network hands-on projects for students will include: configuring network services/servers such as DNS, DHCP, NATP, Firewall, TELNET, FTP, SSH, Email, Newsgroup, Database, and Web Servers, implementing the Network File System and Network Information System, sharing resources between Unix/Linux and Windows network systems and developing a Three-tier Database-driven on-line E-Commerce application (Prerequisite: CIS 3223)

**CS 4413 SYSTEMS ANALYSIS** Producing quality software on time and under budget that meets all user requirements through the software life cycle techniques. Cost estimation, project management, testing, and maintenance are stressed. (Prerequisites: 90 hours toward a baccalaureate degree) (Same as CIS 4413)

**CS 4423 SOFTWARE ENGINEERING** Practical application of systems software development using techniques learned in previous courses. Should be taken toward the end of a student's academic training. (Prerequisite: CS 4413) (Same as CIS 4423)

**CS 4623 ADVANCED WEB-BASED APPLICATION DEVELOPMENT** This course is to provide a comprehensive introduction to developing Web applications using the Microsoft .NET platform. Topics include: understanding ASP.NET and the .NET architecture, building Windows and Web applications using rapid applications development techniques, developing Web forms with server controls, displaying dynamic data from a database using ADO.NET, creating Web services and deploying Web applications. In addition, topics on HTTP, XML, SOAP, WSDL and C# or VB.NET will introduced as well. (Prerequisites: CS 1623 or CIS 1623, CIS 2343 and CIS 3323)

**CS 4643 DISTRIBUTED NETWORKS** The purpose of this course is to learn the general concepts of distributed network computing and to realize how those concepts have been applied in computer network technologies. Also, the advantages and disadvantages of those technologies will be discussed. Topics to be covered include: Basic Graph Concept, Distributed Network Computing-Sequential and Distributed algorithms, Network Protocols (TCP/IP, Multicast, and other protocols), Wireless and Multimedia Networks, Network Security, and Network Management (Prerequisite: MATH 2013, CIS 3223, and CS 2813 with grade of C or better)

**CS 4950 INTERNSHIP** Supervised-site experience in computer science or computer information systems gained through work. Weekly and term reports required. (Prerequisite: Departmental approval)

**CS 4960 DIRECTED READING** (Prerequisite: permission of the department)

**CS 4970 SPECIAL STUDIES** (Prerequisite: permission of the department)

**CS 4980 SENIOR SEMINAR** In this course students refine job search skills by developing a resume and cover letter. Students also complete a career development application and job search. Selected readings in career development will be assigned and discussed. In addition, students are expected to demonstrate knowledge in major fields through performance of research and writing and assessment testing. (Prerequisite: permission of the department)

**CS 5103 FOUNDATIONS OF COMPUTER SCIENCE** This course covers the mathematical and theoretical foundations of computer science. Topics include logic, proof techniques, recursion and recurrence relations, analysis of algorithms, combinatorics, basic data models/structures (sets, relations, linear models, trees, and graphs), and introductory computer theory (language theory, regular expressions, computability, NP-completeness, Turing Machines, etc.). CS5103 presents computer science from a mathematical and theoretical point of view, although implementation issues will be discussed. (Prerequisite: CS 1623 or CIS 1623)

**CS 5133 OPERATING SYSTEMS** Batch systems, assemblers, macros, loaders, compilers, advanced operating systems, multiprogramming, multiprocessing. (Prerequisites: CS 3143)

**CS 5213 ALGORITHM ANALYSIS** Advanced programming techniques, algorithm analysis, time and space analysis, special topics, searching, sorting, file processing, peripheral devices. (Prerequisites: CS 2813, MATH 2215 and STAT 2153)

**CS 5313 COMPILER CONSTRUCTION** Translation concepts, arithmetic expressions, models of grammar, parsing, structure of translation trees. (Prerequisite: CS 3143)

**CS 5323 PROGRAMMING LANGUAGES** Advanced features of several programming languages and their associated data structures; run-time stacks; memory management; scope rules; sub-programs; special purpose languages and advanced features of conventional languages. (Prerequisites: CS 3143)

**CS 5413 SYSTEMS ANALYSIS** Producing quality software on time and under budget that meets all user requirements through the software life cycle techniques. Cost estimation, project management, testing, and maintenance are stressed. (Prerequisite: departmental approval)

**CS 5423 SOFTWARE ENGINEERING** Practical application of systems software development using techniques learned in previous courses. (Prerequisite: CS 4413)

**CS 5623 ADVANCED WEB BASED APPLICATION DEVELOPMENT** This course is to provide a comprehensive introduction to developing Web applications using the Microsoft

.NET platform. Topics include: understanding ASP.NET and the .NET architecture, building Windows and Web applications using rapid applications development techniques, developing Web forms with server controls, displaying dynamic data from a database using ADO.NET, creating Web services and deploying Web application. In addition, topics on HTTP, XML, SOAP, WSDL, and C# or VB.NET will be introduced as well. (Prerequisites: CS 1623, CIS 2343 and CS 3323)

**CS 5643 DISTRIBUTED NETWORKS** The purpose of this course is to learn the general concepts of distributed network computing and to realize how those concepts have been applied in computer network technologies. Also, the advantages and disadvantages of those technologies will be discussed. Topics to be covered include: Basic Graph Concept, Distributed Network Computing-Sequential and Distributed algorithms, Network Protocols (TCP/IP, Multicast, and other protocols), Wireless and Multimedia Networks, Network Security, and Network Management. Graduate students will be required to do extra projects and research reports. (Prerequisite: MATH 2013, CIS 3223, and CS 2813 with grade of C or better)

**CS 5960 DIRECTED READINGS**

**CS 5970 SPECIAL STUDIES**

**CS 5980 SEMINAR**

**CS 5990 RESEARCH FOR MASTER'S THESIS** Independent investigation designed in consultation with the student's graduate advisory committee. (Prerequisite: department approval)

## CONSERVATION (CONS)

**CONS 1111 #FISH AND WILDLIFE SCIENCE ORIENTATION** An orientation course for the incoming Fish and Wildlife Science major. A lecture and seminar format that covers skills to succeed as a student and be a competitive job candidate upon graduation.

**CONS 1124 #CONSERVATION OF NATURAL RESOURCES** The study of the dependence of the human population upon natural resources.

**CONS 2224 FUNDAMENTALS OF SOIL SCIENCE** Principal and biological properties of soils in relation to plant growth; soil production; and land use. With laboratory. (Prerequisite: CHEM 1315 or CHEM 1114)

**CONS 2323 WILDLIFE CONSERVATION** Requirements and values of wildlife resources. History of wildlife conservation. (Prerequisites: BOT 2114, CONS 1124, ZOOL 2114)

**CONS 3623 SOIL MANAGEMENT AND CONSERVATION** Principals of soil management with emphasis on improvement and maintenance of soil productivity. With laboratory. (Prerequisite: CONS 2224)

**CONS 3924 RANGE MANAGEMENT** Grazing and livestock management on native range lands. With laboratory. (Prerequisite: BOT 4214)

**CONS 4224 TECHNIQUES IN FISHERIES AND WILDLIFE MANAGEMENT** Techniques used to evaluate fisheries and



wildlife resources, as well as methods of habitat assessment. With laboratory. (Prerequisites: CONS 1124, BIOL 3414)

**CONS 4523 #ENVIRONMENTAL POLICY AND LAW**

Examination and analysis of important statutory laws, case laws, and administrative policies relating to the regulation of the environment and wildlife by state and federal agencies. Topics discussed will include pollution control, environmental impact assessment, endangered species, public lands, and wildlife law. (Prerequisite:CONS1124)

**CONS 4534 #LIMNOLOGY**

Physical, chemical factors affecting the biology of ponds, reservoirs, streams. With laboratory. (Prerequisites: BIOL 3414)

**CONS 4634 FISHERIES MANAGEMENT AND CULTURE**

Methods of managing exploited wild fish populations and rearing fish under controlled or semicontrolled conditions. With lab. (Prerequisites: BIOL 3414, ZOO 4334)

**CONS 4644 COMMERCIAL WILDLIFE PRODUCTION**

Methods of breeding, feeding, marketing, and potential uses of wild animals. (Prerequisites: CONS 1124, BIOL 3414)

**CONS 4723 MANAGEMENT OF FISHERIES AND WILDLIFE RESOURCES**

Synthesis course in the management of fisheries and wildlife resources that discusses how the biological basis of conservation is influenced by law, culture, social acceptability, and economic feasibility. (Prerequisites: CONS 1124, BIOL 3414)

**CONS 4823 ENVIRONMENTAL IMPACT ASSESSMENT**

Analysis of the National Environmental Policy Act and the consequences of its implementation; methods used in environmental impact assessment; writing environmental impact statements; assessment of human activity on the abiotic and biotic environment, as well as the cultural, economic, and social dimensions of the environment. (Prerequisite: CONS 4523)

**CONS 4862 INTRODUCTION TO GIS**

An introduction to the Geographic Information Systems (GIS) and their application. Students will learn the history, background, and justification of GIS, and will learn methods and analysis using GIS technology. Classes will consist of lecture and lab exercises that demonstrate mastery of basic GIS skills.

**CONS 4960 DIRECTED READING**

Individualized literature study selected in consultation with the professor. (Prerequisite: 20 hours of Biological Sciences and permission)

**CONS 4970 SPECIAL STUDIES**

Study of individual problems in Conservation. (Prerequisite: 20 hours of Biological Sciences and permission)

**CONS 4980 SEMINAR**

Study and discussion of problems in Conservation. (Prerequisite: 20 hours of Biological Sciences)

**CONS 4990 RESEARCH**

Methods of research, current literature, and research in conservation. (Prerequisite: 20 hours of Biological Sciences and permission)

**CONS 5224 TECHNIQUES IN FISHERIES AND WILDLIFE MANAGEMENT**

Techniques used to evaluate fisheries and wildlife resources, as well as methods of habitat assessment. With laboratory. (Prerequisites: CONS 1124, BIOL 3414)

**CONS 5523 ENVIRONMENTAL POLICY AND LAW**

Examination and analysis of important statutory laws, case laws, and administrative policies relating to the regulation of the environment and wildlife by state and federal agencies. Topics discussed will include pollution control, environmental impact assessment, endangered species, public lands, and wildlife law.

**CONS 5534 LIMNOLOGY**

Physical, chemical and biological factors influencing streams, rivers, lakes, ponds, and watersheds. Lab required. (Prerequisites: BIOL 3414)

**CONS 5553 POPULATION BIOLOGY**

Principles and theories of the structure and dynamics of natural populations including their ecological, genetic, and evolutionary organization. (Prerequisite: B.S. or B.A. in Biology, Conservation, or related field)

**CONS 5723 MANAGEMENT OF FISHERIES AND WILDLIFE RESOURCES**

Synthesis course in the management of fisheries and wildlife resources that discusses how the biological basis of conservation is influenced by law, culture, social acceptability, and economic feasibility. (Prerequisites: CONS 1224, BIOL 3414)

**CONS 5823 ENVIRONMENTAL IMPACT ASSESSMENT**

Analysis of the National Environmental Policy Act and the consequences of its implementation; methods used in environmental impact assessment; writing environmental impact statements; assessment of human activity on the abiotic and biotic environment, as well as the cultural, economic, and social dimensions of the environment. (Prerequisite: one gen educ or introductory course in Biology and one gen educ or introductory course in the Phys Scie area)

**CONS 5862 INTRODUCTION TO GIS**

An introduction to the Geographic Information Systems (GIS) and their application. Students will learn the history, background, and justification of GIS, and will learn methods and analysis using GIS technology. Classes will consist of lecture and lab exercises that demonstrate mastery of basic GIS skills. For graduate credit, student is required to write a paper on how they intend to use GIS in their independent research.

**CONS 5920 PROBLEMS IN CONSERVATION**

Independent study designed in consultation with the professor. (Prerequisite: 15 hours of Biological Sciences and permission)

**CONS 5960 DIRECTED READINGS**

Individualized literature study selected in consultation with the professor. (Prerequisite: 15 hours of Biological Sciences and permission)

**CONS 5970 SPECIAL STUDIES**

Individualized project selected in consultation with the professor. (Prerequisite: 15 hours of Biological Sciences and permission)

**CONS 5980 SEMINAR**

Small group study of topics announced by department. (Prerequisite: 15 hours of Biological Sciences and permission)

**CONS 5990 RESEARCH**

Independent investigation designed in consultation with the professor. Limited to a maximum of six credit hours. (Prerequisite: 20 hours of Biological Sciences and permission)

## COUNSELING (COUN)

### **COUN 5123 SCHOOL COUNSELING ORIENTATION AND ETHICAL PRACTICE**

This course introduces studies that provide an overview of historical, contemporary, clinical, and training issues in the practice of school counseling. The course also provides information related to the following aspects of school counseling practice: (a) professional roles and responsibilities; (b) professional organizations; (c) state and national credentialing; and (d) counselor advocacy and self-care. Lastly, the student will be provided with an in depth understanding of the current version of the American Counseling Association Code of Ethics and state-level school counselor certification and corresponding regulations. (Prerequisite: Permission required)

### **COUN 5133 CMHC ORIENTATION & ETHICAL PRACTICE**

This course introduces studies that provide an overview of historical, contemporary, clinical, and training issues in the practice of clinical mental health counseling. The course also provides information related to the following aspects of clinical mental health counseling practice: (a) professional roles and responsibilities; (b) professional organizations; (c) state and national credentialing; and (d) counselor advocacy and self-care. Lastly, the student will be provided with an in-depth understanding of the current version of the American Counseling Association Code of Ethics and state professional counselor licensing act and regulations (Prerequisite: permission required)

### **COUN 5243 HUMAN GROWTH AND DEVELOPMENT IN COUNSELING**

This course introduces studies that provide an understanding of the nature and needs of persons at all developmental levels and in diverse cultural contexts. This course also provides a systematic study of human development emphasizing physical, personality, cognitive, moral, and psychosocial developmental theories and issues, with an emphasis on facilitating optimal development and wellness over the lifespan. (Prerequisite: permission required)

### **COUN 5283 ASSESSMENT IN COUNSELING**

This course introduces studies that provide an understanding of individual and group approaches to assessment and evaluation in a culturally diverse society. This course also provides an understanding of assessment in counseling through (1) an overview of basic counseling assessment concepts, (2) an understanding of test construction, (3) familiarity with instruments, and (4) an overview of test interpretation. It also provides a discussion of typical problems and approaches to individual and group testing in the area of intelligence, aptitude, achievement, interest, and personality measurement. History, rationale, and ethical issues in the use of counseling assessment instruments are included. (Prerequisite: permission required)

### **COUN 5323 CAREER COUNSELING AND DEVELOPMENT**

This course introduces studies that provide an understanding of career development and related life factors. This course also provides an overview of career development theories, program planning, educational planning, assessment techniques, and applied career counseling processes, including those applicable to specific populations in a global economy. (Prerequisite: permission required)

### **COUN 5333 INDIVIDUAL INTELLIGENCE TESTING IN COUNSELING**

This course provides an overview of the use of a variety of standardized intelligence tests with an emphasis of history, validity, reliability, administration, and interpretation issues surrounding the use of this branch of counseling assessment. (Prerequisite: COUN 5283, permission required)

### **COUN 5343 PERSONALITY ASSESSMENT IN COUNSELING**

This course provides an overview of the use of a variety of standardized personality tests, with an emphasis on history, validity, reliability, administration, and interpretation issues surrounding this branch of counseling assessment. (Prerequisite: COUN 5283, permission required)

### **COUN 5373 PSYCHOPATHOLOGY AND TREATMENT PLANNING IN COUNSELING**

This course offers a study of the principles of understanding dysfunction in human behavior and social disorganization. Included in this course is an exploration of etiology, classification, differential diagnosis, and prognosis issues surrounding the full spectrum of mental health disorders in a culturally diverse society. Also, included is an overview of record keeping and treatment planning strategies required of today's mental health marketplace. (Prerequisite: permission required) Previously listed as Counseling Diagnosis & Treatment Planning

### **COUN 5423 COUNSELING PRE-PRACTICUM**

This course provides an overview of the basic counseling skills used by the professional counselor in working with children, adolescents, and adults. Included is a laboratory experience in which the student is trained in the application of counseling relationship-building and working-stage skills via role-play activities with others students in the class. (Prerequisite: Full admission to the Clinical Mental Health or School Counseling graduate programs; Permission required)

### **COUN 5443 THEORIES OF COUNSELING**

This course examines contemporary and alternative counseling theories that provide the student with models to conceptualize client presentation and that help they student appropriate counseling interventions. Students will be exposed to models of counseling that are consistent with current professional research and practice in the field so they may begin to develop a personal model of counseling. (Prerequisite: permission required)

### **COUN 5483 SOCIAL AND CULTURAL DIVERSITY ISSUES IN COUNSELING**

This course includes studies that provide an understanding of the cultural context of relationships, issues, and trends in a culturally diverse society. Also included is an overview of social and cultural theories, strategies, and roles to be applied by the pluralistic counselor to establish an environment for optimal client wellness and successful counseling outcomes. (Prerequisite: permission required)

### **COUN 5503 CRISIS AND DISASTER COUNSELING**

This course provides an overview of crisis and disaster intervention strategies for the professional counselor. Issues addressed include, but are not limited to, crisis of suicide, homicide, grave disability due to a mental illness, domestic violence, school violence, posttraumatic stress disorder, and vicarious trauma. The counselor's role in natural and human disaster intervention is also addressed. (Prerequisite: permission required)

**COUN 5523 GROUP COUNSELING** This course includes studies that provide both theoretical and experiential understandings of group purpose, development, dynamics, theories, methods, skills, and other group approaches in culturally diverse society. Issues of group counseling leadership, stages, skills, methods, and ethics issues are also examined. (Prerequisite: Full admission to the Clinical Mental Health or School Counseling graduate program; permission required; Co-requisite:COUN5530)

**COUN 5530 GROUP COUNSELING LABORATORY EXPERIENCE** This laboratory experience provides direct experiences in which students participate as group members in a small group activity, approved by the program, for a minimum of 10 clock hours over the course of one academic term. (Prerequisite: permission required; Corequisite: COUN 5523)

**COUN 5543 COUNSELING PRACTICUM** This course involves intensely supervised practice of professional counseling at a field site in the community. For this practicum experience, students provide a variety of individual, group, marriage, couple, and family counseling direct service activities to field-based clients. Students are required to complete a minimum of 100 hours of counseling-related services, 40 of which must include direct client contact activities (Prerequisites:COUN 5123 or COUN 5133,depending on student's major, COUN 5423 with a grade of B or higher, and COUN 5443; permission required)

**COUN 5563 MARRIAGE, COUPLE, AND FAMILY COUNSELING** This course provides the student with an overview of the knowledge, skills, and practices necessary to address a wide variety of issues in the context of relationships and families. Historical, theoretical, and developmental issues in systems counseling are addressed, in addition to introducing the student to the basic skills of marriage, couple, and family counseling. (Prerequisite: permission required)

**COUN 5573 PSYCHOPHARMACOLOGY IN COUNSELING** This course provides an overview of commonly prescribed psychotropic medications in the field of professional counseling. The course assists the counselor in understanding his or her role in working with medical professionals in the concurrent treatment of mental health issues using an interdisciplinary approach. Also addressed in this course are medications and drugs of abuse included in the substance-related disorders section of the most current version of the Diagnostic and Statistical Manual of Mental Disorders. (Prerequisite: permission required)

**COUN 5583 DEVELOPMENTAL SCHOOL COUNSELING** This course is the foundation for students planning to enter the school counseling profession. Special attention is given to the foundations and contextual dimensions of school counseling as well as the knowledge and skill requirements such as organization, planning, implementation, management and evaluation of a comprehensive school counseling program (Prerequisite: permission required)

**COUN 5593 SUBSTANCE USE AND PROCESS ADDICTION COUNSELING** This course provides an overview of assessment and treatment methods available for clients and their family members struggling with the full spectrum of substance use disorders or process addiction issues (e.g.,gambling, sex, Internet,pornography addiction,

etc.)(Prerequisite: permission required) Previously listed as Substance & Behavioral Addiction Counseling

**COUN 5613 COUNSELING CHILDREN AND ADOLESCENTS** This course provides instruction in the theories and techniques used in counseling children and adolescents. Also provided is specific instruction on conceptualization of childhood and adolescent problems with emphasis on age- and developmentally-appropriate interventions. Focus is directed toward wellness-based developmental, as well as remedial counseling approaches, with accompanying skill development. (Prerequisite: permission required)

**COUN 5623 HUMAN SEXUALITY IN COUNSELING** This course focuses on sexual development and educational issues as applied to the field of professional counseling. Major emphases are placed upon becoming comfortable with one's own sexuality, assisting parents with providing sexual education to their children, providing education with regard to sexual matters, and diagnosing and treating sexual dysfunction. (Prerequisite: permission required) .)

**COUN 5633 GRIEF COUNSELING** This course addresses the mental health, social, and cultural manifestations of grief arising from bereavement, along with counseling interventions. Course content also covers characteristics of grief throughout the life cycle, as well as, age-appropriate interventions. Course readings, class discussions, exercises, and assignments are designed to examine issues related to loss events, grief, and bereavement from academic, personal, and professional points of view.(Prerequisite: permission required)

**COUN 5643 RELIGIOUS AND SPIRITUAL ISSUES IN COUNSELING** This course provides an introduction to studies related to the matters of religion and spirituality and their overlap with the delivery of professional counseling services. Also provided is an opportunity for students to examine their religious and spiritual belief systems and develop sensitivity to and respect for the religious and spiritual themes and goals in the counseling process as befits each client's expressed preferences. (Prequisite: permission required)

**COUN 5653 LGBT ISSUES IN COUNSELING** This course examines current issues related to counseling gay, lesbian, bisexual, and transgendered clients. Issues addressed include affirmative counseling; identity development; homophobia and heterosexism; family and relationship issues; youth, aging and the "coming-out" process; spirituality issues; HIV/AIDS, addiction, suicide, conversion therapies, and other issues; as well as ethical and professional issues in working with gay, lesbian, bisexual, and transgendered clients (Prequisite: permission required)

**COUN 5663 INTRODUCTION TO PLAY THERAPY** This course is designed to assist counselors who work with children to understand the fundamental tenets of play therapy. Students will develop an effective philosophy of and approach to play therapy and an increased understanding of children's worldviews. In addition, play media will be utilized to enhance the counseling relationship and to promote self-understanding, personal growth, and development in children. (Prerequisite: permission required)

**COUN 5863 RESEARCH IN COUNSELING** This course provides an understanding of research methods, statistical analysis, and needs assessment strategies in the field of professional counseling. This course is designed to assist the student in becoming a critical consumer of research methods such as qualitative, quantitative, single-case designs, action research, and outcome-based research studies. Students are also introduced to ethical and culturally relevant strategies for interpreting and reporting the results of research studies accurately and effectively. (Prerequisite: permission required)

**COUN 5873 COUN CONSULTATION, ADMIN & PROGRAM EVALUATION** This course provides an introduction to studies related to the provision of counselor consultation services, counseling administration, and program evaluation procedures. The course places special emphasis on effective application of current theories and practices related to these three critical roles to today's professional counselor. (Prerequisite: permission required)

**COUN 5913 CLINICAL SUPERVISION IN COUNSELING** This course serves as a didactic and experiential course for graduate and post-graduate students who wish to assume the role of clinical supervisor to pre- and post-graduate counselors-in-training. Goals include the assimilation and application of major theoretical/conceptual models and approaches to clinical supervision in a variety of settings. (Prerequisites: COUN 5923 with a grade of B or higher; permission required)

**COUN 5923 COUNSELING INTERNSHIP I** This course requires the completion of a supervised internship experience in clinical mental health counseling, comprising of 300 clock hours of counseling-related experience, 120 of which must involve direct client contact. This course is intended to reflect the comprehensive work experience of a clinical mental health counselor at a field placement site. The student must be supervised on an individual and weekly basis by a university-approved site supervisor and must also attend weekly group supervision under the tutelage of a qualified university supervisor. (Prerequisite: COUN 5373, COUN 5523, and COUN 5543 with a grade of B or higher; permission required)

**COUN 5933 COUNSELING INTERNSHIP II** This course requires the completion of a supervised internship experience in clinical mental health counseling, comprising of 300 clock hours of counseling-related experience, 120 of which must involve direct client contact. This course is intended to reflect the comprehensive work experience of a clinical mental health counselor at a field placement site. The student must be supervised on an individual and weekly basis by a university-approved site supervisor and must also attend weekly group supervision under the tutelage of a qualified university supervisor. (Prerequisite: COUN 5530, COUN 5573, and COUN 5923 with a grade of B or higher; permission required)

**COUN 5960 DIRECTED READINGS IN COUNSELING** Individualized literature study in field of professional counseling, under the direction of a graduate-level counseling professor. (Prerequisite: permission required)

**COUN 5970 SPECIAL STUDIES IN COUNSELING** Individualized or group projects focused on the field of professional counseling and selected in consultation with a graduate-level counseling professor. (Prerequisite: permission required)

**COUN 5980 COUNSELING SEMINAR** Small group study of topic related to the field of professional counseling and announced by the department. (Prerequisite: permission required)

**COUN 5990 APPLIED COUNSELING RESEARCH** Independent research specifically focused on the field of professional counseling and designed in consultation with a graduate-level counseling professor. (Prerequisite: permission required)

## CRIMINAL JUSTICE (CJ)

**CJ 2533 INTRODUCTION TO CRIMINAL JUSTICE** An examination of the historical development and contemporary practices related to the major components of the criminal justice system; law enforcement, the courts, and corrections.

**CJ 3113 #POLICING IN THE UNITED STATES** This course is a critical overview of policing and current issues that relate to the law enforcement in the U.S. (Prerequisite: CJ 2533)

**CJ 3123 #LAW AND THE LEGAL SYSTEM** This course is an introduction to the current legal system, both criminal and civil. The course will focus on the historical development of the U.S. legal system and introduce students to the legal requirements of our system of justice. (Prerequisite: CJ 2533)

**CJ 3133 #INTRODUCTION TO US CORRECTIONS** This course is a study of the historical development of the correctional system and a complete analysis of the system. Topics included are the prison community, effects of incarceration, rehabilitative efforts and community treatment strategies. (Prerequisite: CJ 2533)

**CJ 3323 CRIMINAL INVESTIGATIONS AND FORENSICS** Criminal investigation procedures including case preparation, specific techniques for specific offenses and crime science. (Prerequisite: CJ 2533)

**CJ 3333 ADMINISTRATION OF CRIMINAL JUSTICE** This course is the study of administration and organization of the major components of the criminal justice system: law enforcement, corrections, juvenile justice, and the courts. (Prerequisite: CJ 2533)

**CJ 3343 VICTIMOLOGY** A historical and contemporary examination of crime and how victims are treated in contemporary society. (Prerequisite: CJ 2533)

**CJ 3433 CRIMINAL LAW AND PROCEDURES** This course is an examination of statutory criminal law and its application to law enforcement and the criminal courts in the United States. (Prerequisite: CJ 2533)

**CJ 4253 CONTEMPORARY ISSUES IN POLICING** An examination of current issues in policing. Topics include areas of selection and recruitment of officers, philosophies and strategies of policing, management and operations of police departments, and misconduct and accountability of police. (Prerequisite: CJ 2533)

**CJ 4260 INDEPENDENT STUDY IN CRIMINAL JUSTICE** A current review of scientific literature in one of the areas of criminal justice; policing, legal systems, corrections of juvenile justice. (Prerequisites: CJ 2533, SOC 4333)(Variable hours 1-4)(instructor permission required)

**CJ 4283 CORRECTIONAL LAW** An examination of the laws governing the field of corrections from both the inmates and correctional employees point of view. (Prerequisite: CJ 2533)

**CJ 4333 CAPSTONE IN CRIMINAL JUSTICE** This course is an in-depth, comprehensive research project designed to provide students the accumulation of the criminal justice program. (Prerequisites: CJ 2533, SOC 4333, CJ 3113, CJ 3123, CJ 3133, SOC 3523, SOC 3033, SOC 3123, 9 elective hours)

**CJ 4403 COMPARATIVE CRIMINAL JUSTICE SYSTEMS** This course is an analysis of differing criminal justice systems across nation-states. (Prerequisite: CJ 2533)

**CJ 4440 INTERNSHIP IN CRIMINAL JUSTICE** Work experience in a criminal justice setting with a focus on connecting criminal justice theory to actual work experience. (Variable hours 1-4; 40 hrs of work for each hour of credit)(Prerequisites: CJ 2533, SOC 4333)(Instructor permission required)

**CJ 4543 ADVANCED CRIMINOLOGICAL THEORY** An in-depth examination of contemporary criminological theory with hands-on statistical analysis. (Prerequisites: CJ 2533, SOC 4333)

**CJ 4970 SPECIAL STUDIES** Special study of selected sociological topics. (Prerequisite: consent of instructor)

## ECONOMICS (ECON)

**ECON 2113 #PRINCIPLES OF MACROECONOMICS** Examines the nature of market economies and the roles of private and public institutions and organizations in facilitating the efficient production, exchange, consumption, and accumulation of wealth. Overall performance concerns with inflation, unemployment, and growth are examined in the light of a variety of theoretical policy perspectives. May be taken before ECON 2213.

**ECON 2213 #PRINCIPLES OF MICROECONOMICS** Introduces the roles of the market price system in managing the use of society's resources and in rationing available supplies. The efficiency of resource management is examined in the light of a variety of more or less competitive market environments. Conclusions are inferred from the rational behavior of optimizing decision-makers. May be taken before ECON 2113.

**ECON 3633 #PUBLIC FINANCE** Investigates the economic and institutional justification for government spending and its financing through taxation and debt creation. (Prerequisites: ECON 2113 or 2213)

**ECON 5133 MANAGERIAL ECONOMICS** An application of microeconomic principles to business decision-making. Economic theory and quantitative methods are applied to managerial decisions about pricing, production, profit maximization, and government restraints. It is presumed the student has an understanding of preliminary calculus.

## EARLY INTERVENTION CHILD DEVELOPMENT (EICD)

**EICD 2213 FOUNDATIONS OF LITERACY** Designed specifically for the undergraduate Early Intervention Child Development candidate. The focus of this course is emergent literacy.

**EICD 3024 FAMILIES AND THE DEVELOPING CHILD** This course focuses on instruction in parent-child relations, parenting practices, special needs of children, parental and environmental influences on child development, external support services, and related public policy issues. This course also includes instruction in the intellectual, social, emotional, and biological development of children and the planning and design of related human services. Particular emphasis will be placed "theory into practice" model in which best practice is applied to family-centered intervention for parents of all ages, including adolescent parents so that the early intervention programs are "family friendly"

**EICD 3034 PROFESSIONAL AND ETHICAL PRACTICE** Ethical and professional practice standards and the professional educator's multiple roles and complex situations across a wide age and development range. Participation in learning communities and professional activities that benefit individuals with early learning needs, their families and colleagues will be included.

**EICD 3044 INDIVIDUAL LEARN DIFF IN YNG CHLD WITH DISAB** Understanding, valuing and supporting people with severe and profound and moderate disabilities, their families, and their cultures. Focuses on physical, sensory, medical, and health aspects of child development, including etiology and symptomatology of developmental disabilities affecting development. Emphasizes positioning, handling, adaptive strategies, and understanding of assistive technology devices. Focuses on the understanding of roles of related disciplines in collaborative planning and service delivery.

**EICD 3064 COLLAB WITH FAM HEALTH/MEN HLTH PROF AND COMM** The importance and complex characteristics of children's families and communities and how to use this understanding to create respectful, reciprocal relationships that support and empower families, and to involve all families in their children's development and learning.

**EICD 4074 ASSESS AND INTERV FOR INFANTS AND TODDLERS: BIRTH-4** A study of the assessment and intervention for infants and young children from birth through three years with particular emphasis on using developmental knowledge of young children's characteristic and needs to create effective learning environments. Examines the full range of assessment issues: from test development to cultural competence. With an emphasis on family-centered practices, the impact of a child's every day environment and the value of collaborative decision-making in order to understand the "whole" child who has a developmental delay or a disability.

**EICD 4084 ASSESS & RESEARCH BASED INST: LITERACY AND READING** This course will include Research Based Instruction (RBI), increasing in intensity to individualized intervention in the area of literacy and reading for young children, targeting birth to pre-K. Topics include language development and emergent literacy skills; reading sub skills,

auditory discrimination, phonemic awareness, decoding word recognition and reading comprehension. Developmental reading will be included.

**EICD 4113 LANGUAGE DEVELOPMENT** Examines strategies to develop language, literacy, and communication in young children with varying abilities. Explores the importance of adult-child interaction, as well as the effect of bilingualism, cultural diversity, cognitive ability, and language disorders. This course also addresses the need for augmentative communication, typical and atypical language development, the ways in which exceptional conditions can interact with an individual's experience with and the use of language and individualized strategies to enhance language development, and communication skills.

**EICD 5243 HUMAN GROWTH AND DEVELOPMENT** This course introduces studies that provide an understanding of the nature and needs of persons at all developmental levels and in diverse cultural contexts. This course also provides a systemic study of human development emphasizing physical, personality, cognitive, moral, and psychosocial developmental theories and issues, with an emphasis on facilitating optimal development and wellness over the lifespan. (Permission required)[CACREP Standard 3-Human Growth and Development]

**EICD 5263 ADVANCED PSYCHOLOGY CHILD & ADOLESCENCE** A study of selected theories and significant areas of research contributing to the understanding of child and adolescent behavior and development including a general framework for understanding differing abilities and strategies for differentiated interventions (CACREP 2.3.L., 2016)(Permission required)

**EICD 5863 RESEARCH IN EICD** This course provides an understanding of research methods, statistical analysis, and needs assessment strategies in the field of professional counseling. This course is designed to assist the student in becoming a critical consumer of research methods such as qualitative, quantitative, single-case designs, action research, and outcome-based research studies. Students are also introduced to ethical and culturally relevant strategies for interpreting and reporting the results of research studies accurately and effectively. (Permission required)

**EICD 5971 CAPSTONE IN EARLY INTERVENTION & CHILD DEVELOPMENT** In this course, learners demonstrate mastery of knowledge, scholarship, and research proficiency in their chosen area of concentration. Learners synthesize the knowledge, competencies, and skills gained throughout the program and apply ethical principles to academic and professional activities and effectively articulate concepts using the program objectives. They may choose a project or portfolio presentation to complete this capstone course.

## EDUCATION (EDUC)

**EDUC 2000 PRE-STUDENT TEACHING FIELD EXPERIENCES I** An on-site orientation to the role of the teacher in the public school including observation in the classroom and assisting the teacher in various duties. Requires a minimum of fifteen clock hours in the public school. (Prerequisite: thirty (30) semester hours)

**EDUC 2013 FOUNDATIONS OF EDUCATION** An introduction to the historical and philosophical foundations of education. Other topics include: insights into the teaching profession and the school in today's multicultural society, its purposes, organization and operation.

**EDUC 3002 PRE-STUDENT TEACHING FIELD EXPERIENCES II** This course is designed to advance the student's awareness and skills of classroom activities by serving in the role of a paraprofessional for a minimum of seventy-five hours in the public school. This course should be taken concurrently with EDUC 3334 Teaching Strategies, Adaptations, and Modification in Education. (Prerequisites: Pre-Student Teaching Field Experience I and admission to Teacher Education)

**EDUC 3113 EDUCATIONAL MEASUREMENT, ASSESSMENT, & EVALUATION** The unit ensures that teacher candidates acquire principles and methods of measurement and evaluation in the schools by including the administration, scoring, and interpretation of standardized tests and construction of teacher-made tests and learn to apply the professional and pedagogical knowledge and skills to become competent to work with all students. (Prerequisite: admission to Teacher Education)

**EDUC 3313 TECHNOLOGY INTEGRATION FOR THE CLASSROOM** This course focuses on the integration of technology into the PK-12 curricula. A hands-on approach gives students experience in planning and developing technology-based products and activities that address state academic standards and national educational technology standards. (Prerequisites: CIS 1003 or BIM 1553 with a grade of C or better)

**EDUC 3334 TEACHING STRATEGIES, ADAPT. & MODIF. IN EDUCATION** The intent of this course is to provide the teacher education candidate with the knowledge, wisdom, and a repertoire into the variety of instructional perspectives that are available to be utilized for successful teaching in the classroom. (Prerequisites: EDUC 3313 and admission to Teacher Education)

**EDUC 3434 TEACHING STRATEGIES AND PROGRESS MONITORING** This course seeks to prepare the Teacher Candidate to plan, develop, and implement instructional practices used with a variety of students and to assess the effectiveness of those practices using informal and formal assessment practices to monitor progress.

**EDUC 4000 PRE-STUDENT TEACHING FIELD EXPERIENCES III** This course is designed to continue to advance skills and knowledge in application of techniques and principles relating to instruction in the student's area of specialization. Requires a minimum of fifteen clock hours in the public school and completion of ETS Major Field Achievement Test in Education. (Prerequisites: Pre-Student Teaching Field Experience II and admission to Teacher Education)

**EDUC 4443 CLASSROOM AND BEHAVIORAL MANAGEMENT** This course will develop knowledge and skills regarding the best practices related to motivation and behavior to create learning environments that encourage positive social interaction, self-motivation, and active engagement in learning; thus, providing opportunities for success. (Prerequisite: Admission to Teacher Education)

**EDUC 4910 TEACHING EXPERIENCES IN MAJOR PROGRAM** Observation, participation, and supervised teaching in the public schools. Nine credit hours are required by the Oklahoma State Department of Education. This will be split for double majors. (Prerequisite: admission to Student Teaching)

**EDUC 4960 DIRECTED READING** Individualized literature study in some area of education selected in consultation with the professor. (Prerequisite: departmental approval)

**EDUC 4970 SPECIAL STUDIES** Individualized project selected in consultation with the professor. (Prerequisite: departmental approval)

**EDUC 4980 SEMINAR** Small group study of topic announced by department.

**EDUC 4990 RESEARCH** Independent investigation designed in consultation with the professor. (Prerequisite: departmental approval)

**EDUC 5103 HISTORY AND PHILOSOPHY OF EDUCATION** Educators will explore, critically appraise, and apply the historical and philosophical foundations of education to their professional practice. Attention will be given to such topics as the purposes of education, professional ethics, technology and education, and diversity in schools and society.

**EDUC 5113 FUNDAMENTALS OF CURRICULUM DEVELOPMENT** The examination of the curriculum worker's task of helping teachers to attain and maintain a desirable learning and teaching situation for both elementary and secondary school students.

**EDUC 5153 TEACHING STRATEGIES** An investigation of contemporary problems of classroom instruction and related educational and social concerns. Additional strategies for coping with these problems are examined.

**EDUC 5174 ADVANCED EDUCATIONAL PSYCHOLOGY OF ADOLESCENTS** The broad conceptual framework of this course is the psychological/educational implications of the life stage called "adolescence". There will be strong emphasis on the psychological principles and theories relating and applying to the educational process, developmental characteristics, appropriate classroom-management alternatives, and analysis of the teaching-learning process, especially as it relates to diversity among adolescents and young adults.

**EDUC 5183 LEADING IN CULTURAL RESPONSIVE LEARNING ENVIRONMEN** Theoretical and practical foundations to empower visionary leaders with the required innovative culturally-responsive knowledge/skills required to thrive in a variety of socio-economically and/or geographically diverse organizations, such as: K-12 schools, for and/or non-profit organizations, universities, libraries and museums.

**EDUC 5203 INTRODUCTION TO EDUCATIONAL RESEARCH** A study of research methodology and literature related to solving educational problems and improving the learning process.

**EDUC 5223 EDUCATIONAL STATISTICS** Calculating statistics and interpreting the results in solving problems in education.

**EDUC 5313 INTRODUCTION TO LEARNING TECHNOLOGIES** This course will empower students with the theoretical and practical foundation to create and support innovative, transformational learning environments that are infused with technology.

**EDUC 5333 DIGITAL STORYTELLING/COMM TO EMPOWER LEARN COMMUNI** Theoretical and practical foundations to empower visionary leaders with the required innovative technology-based digitalstorytelling/digital communications knowledge/skills required to thrive in a variety of organizations (K-12 schools, for and/or non-profit organizations, universities, libraries, museums, etc.) and help leaders bridge the/their digital divide locally, state-wide, nationally and globally.

**EDUC 5353 LEARNING TECHNOLOGIES TO BRIDGE THE DIGITAL DIVIDE** Theoretical and practical foundations to empower visionary leaders with the required innovative technology-based socio-political knowledge/skills require to thrive in a variety of organizations (K-12 schools, for and/or non-profit organizations, universities, libraries, museums, etc.) The overall goal of this course is to support leaders to help bridge their stakeholders' digital divide locally, state-wide, nationally and globally.

**EDUC 5373 INNOVATIVE LEADERSHIP FOR DIGITAL AGE LEARNING ENV** Theoretical and practical foundations to empower visionary leaders with the required innovative technology-based management/administrative-related knowledge/skills required to thrive in a variety of organizations (K-12 schools, for andms, etc.) This course will also address the legal issues related to leading digital citizens.

**EDUC 5413 STUDENT AND PROGRAM ASSESSMENT AND EVALUATION** Explores the use of a range of formal and informal assessment methods to plan for instruction, to monitor and evaluate student progress, to involve students in the assessment process, and to report student achievement to various audiences.

**EDUC 5513 PROFESSIONALISM, REFLECTION AND ETHICAL PRACTICE** Ethical and professional practice standards and the professional educator's multiple roles and complex situations across wide age and developmental ranges. Emphasis is on the value of reflection and requires candidates to practice writing using description and analysis. Candidates will be required to describe and analyze student assignments and to reflect on their teaching practices utilizing specific writing skills identified by NBPTS as highly effective.

**EDUC 5613 COLLABORATION BETWEEN FAMILIES, COMMUNITIES&SCHOOL** Effective strategies for collaboration with families, other educators, related service providers, and personnel from community agencies in culturally responsive ways to promote the learning and well being of

students and the value of local school/community support for district priorities and policies.

**EDUC 5673 THE ROLE OF THE MATHEMATICS SPECIALIST** This course will investigate the role of the Mathematics Specialist in supporting and facilitating effective instruction and professional growth in mathematics

**EDUC 5683 PRACTICUM-MATH SPECIALIST** Supervised experience under the direction of university faculty in cooperation with local and state educational personnel. Experiences are designed to prepare teachers to assume the duties and responsibilities of a Mathematics Specialist. (Prerequisite: passing score on comprehensive exam)

**EDUC 5960 DIRECTED READINGS** Individualized literature study in some area of education selected in consultation with the professor. (Prerequisite: departmental approval)

**EDUC 5970 SPECIAL STUDIES** Individualized project selected in consultation with the professor. (Prerequisite: departmental approval)

**EDUC 5980 SEMINAR** Small group study of topic announced by department.

**EDUC 5990 RESEARCH FOR MASTER'S THESIS**

## EDUCATION ADMINISTRATION (EDAD)

**EDAD 5303 SCHOOL ADMINISTRATION** An examination of the history, theories, principles and practices in school administration.

**EDAD 5313 SCHOOL AND COMMUNITY RELATIONS** An exploration of the need for presenting factual information and communication through collaboration with all school and community stake holders.

**EDAD 5323 SUPERVISION OF INSTRUCTION** The examination of theory, research, and evolving concepts which have practical implications for supervision of all facets of instruction in schools.

**EDAD 5333 SCHOOL FINANCE** Sources of school finance, control of expenditures, and general principles of financial administration.

**EDAD 5343 ELEMENTARY SCHOOL PRINCIPALSHIP** The essential duties and practices required of successful elementary school principals. (Prerequisite: departmental approval)

**EDAD 5353 SECONDARY SCHOOL PRINCIPALSHIP** The essential duties and practices required of successful secondary school principals. (Prerequisite: departmental approval)

**EDAD 5363 SCHOOL FACILITY PLANNING** Planning, designing, utilizing, and maintaining public school buildings. (Prerequisite: departmental approval)

**EDAD 5373 PUBLIC SCHOOL LAW** A study of the legal regulations as they relate to the administration of public schools.

**EDAD 5383 THEORY TO PRACTICE IN SCHOOL ADMINISTRATION** The examination of modern theories and issues of education and their application to today's schools. (Prerequisite: departmental approval)

**EDAD 5393 THE SCHOOL SUPERINTENDENT** This course will be an overview of practical day to day responsibilities of a school superintendent.

**EDAD 5403 SCHOOL OPERATIONS MANAGEMENT** This course will address facilities, finance, resource allocations, resource management, and technology for the principal.

**EDAD 5413 MANAGEMENT OF SCHOOL AUXILIARY SERVICES** Overview of auxiliary services for public school districts including: transportation, food service management, maintenance, custodial services, purchasing, and other related support services to the management of a school district.

**EDAD 5423 PRACTICUM IN SCHOOL BUSINESS ADMINISTRATION** A practical hands on application under the supervision of a school superintendent or the business manager of a school district. Covering those areas germane to the business aspects of a school district.

**EDAD 5453 EDUCATION AND COMMUNITY RELATIONS** Public school community relations from the perspective of the central office.

**EDAD 5463 LEGAL ASPECTS FOR STUDENTS WITH DISABILITIES** This course provides the graduate student with a knowledge of special education, the implications of special education, the laws that govern special education, and the court cases that define special education.

**EDAD 5473 ADMINISTRATION OF SPECIAL PROGRAMS** Administrative and legal issues of working with special populations in schools such as special education, bilingual education, ESL, gifted & talented, and federal programs.

**EDAD 5483 THE SCHOOL PRINCIPAL** This course uses the framework of a school improvement plan to provide opportunities for candidates to demonstrate and apply the knowledge, abilities, and dispositions necessary to administer, develop, evaluate, implement, communicate, and plan for the responsibilities of leadership and data based school improvement.

**EDAD 5543 SPECIAL PROGRAMS IN EDUCATION** A look at those programs such as: federal entitlement programs and grants, special education, grants, vocational technical education, Johnson-O'Malley, and other related programs that impact educational services in a school district.

**EDAD 5553 SPECIAL TOPICS IN EDUCATION LAW** An extension of public school law dealing with state and federal regulations, statutes, and cases most affecting the management of school boards and central office personnel.

**EDAD 5933 INTERNSHIP II:CAPSTONE EXPERIENCE FOR PRICIPALSHIP** This course provides opportunities for candidates to demonstrate and apply the knowledge, abilities, and dispositions necessary to administer, develop, evaluate, implement, communicate, and plan for the responsibilities of school leadership (Prerequisite: departmental approval)



**EDAD 5943 INTERNSHIP FOR THE SCHOOL SUPERINTENDENT I** A two-semester (6 hours) commitment of hands-on experience for the prospective superintendent under the direct supervision of a practicing school superintendent or assistant superintendent.

**EDAD 5953 INTERNSHIP FOR SCHOOL SUPERINTENDENT** This course provides the opportunities to candidates to demonstrate and apply knowledge abilities, and dispositions through hands-on experience for the prospective superintendent under the direct supervision of a practicing school superintendent or assistant superintendent.

**EDAD 5960 DIRECTED READING IN EDUCATION ADMINISTRATION** Directed Readings in the field of educational administration

## ELEMENTARY EDUCATION (ELED)

**ELED 2213 FOUNDATIONS OF LITERACY** Designed specifically for the undergraduate elementary teacher candidate. The focus of this course is emergent literacy.

**ELED 3223 SOCIAL STUDIES IN THE ELEMENTARY SCHOOL** Study of and experience with knowledges and processes appropriate for teaching social studies at the elementary and middle school level. (Prerequisite: completion of 50 hours of general education including the American Studies section)

**ELED 3423 TEACHING READING IN ELEMENTARY SCHOOL, PART I** To prepare the elementary education major to be functional in techniques of teaching the reading process. (Prerequisite: completion of 50 hours of general education courses, ELED 2213 with a grade of C or better)

**ELED 3433 TEACHING READING IN ELEMENTARY SCHOOLS, PART II** To prepare the elementary education major to be functional in techniques of teaching vocabulary development, comprehension skills, and content area reading skills. (Prerequisite: ELED 3423 with a grade of C or better)

**ELED 3513 EMERGENT AND DEVELOPING LITERACY (PRE K& K)** Designed specifically for the undergraduate elementary, early childhood and special education teacher candidate. The focus for this course is emergent and developing literacy in Pre K and kindergarten classrooms.

**ELED 3523 LITERACY IN THE PRIMARY GRADES (1-3)** Designed specifically for the undergraduate elementary, early childhood and special education teacher candidate. The focus for this course is literacy in the primary grades (1-3). (Prerequisite: ELED 3513 with grade of C or better)

**ELED 3533 LITERACY IN THE INTERMEDIATE GRADES (4-6)** Designed specifically for the undergraduate elementary, early childhood and special education teacher candidate. The focus for this course is literacy in the intermediate grades (4-6). Prerequisite: ELED3523 with grade of C or better

**ELED 3543 ADOLESCENT LITERACY (7-8)** Designed specifically for the undergraduate elementary, early childhood and special education teacher candidate. The focus for this course is adolescent literacy. Prerequisite: ELED 3533 with grade of C or better.

**ELED 4323 LANGUAGE ARTS IN THE ELEMENTARY SCHOOL** Creative integration of listening, speaking, written expression, and handwriting in traditional and innovative school programs. (Prerequisites: ELED 3423 and ELED3433 with a grade of C or better)

**ELED 4444 DIAGNOSIS & REMEDIATION OF READING AT ELEM LEVEL** Includes assessment procedures, class profiles, referral techniques, as well as development of instructional programs using instructional objectives, and diagnosis and tutoring of struggling readers. (Prerequisites: ELED3423 and ELED 3433 with a grade of C or better) Students must obtain a grade of C or better in this class to continue.

**ELED 4513 LANGUAGE ARTS I (PRE K - 3)** Designed specifically for the undergraduate elementary, early childhood teacher candidate. This course includes listening, speaking, reading, writing, viewing and visual representation. Intergration of grammar, spelling, vocabulary, handwriting and word processing instruction into the writing process is included. This course focuses on emergent and developing learners in pre K, kindergarten, and primary grades (1-3)

**ELED 4523 SURVEY OF EARLY CHILDHOOD EDUCATION** A study of the history, philosophy, methods, and theories for educating the young child from three through eight years.

**ELED 4533 LANGUAGE ARTS II (4-8)** Designed specifically for the undergraduate elementary teacher candidate. This course includes listening, speaking, reading, writing, viewing and visual representation. Integratiation of grammar, spelling, vocabulary, handwriting, and word processing instruction into the writing process is included. This course focuses on learners in intermediate grades (4-6) and middle grades (7-8)

**ELED 4623 EARLY CHILDHOOD EDUC CURRICULUM I** A realistic, functional approach to the development of an early childhood curriculum with concentration on actual student made materials and demonstrations. The content areas included are creative arts (music and art), motor skills, and language development. (Prerequisite: ELED 4523)

**ELED 4723 EARLY CHILDHOOD EDUC CURRICULUM II** A realistic, functional approach to the development of an early childhood curriculum with concentration on actual student made materials and demonstrations. The content areas included are health, nutrition, social studies, science, and mathematics. (Prerequisite: ELED 4523 and 4623)

**ELED 4803 METHODS OF INSTRUCTION FOR ELEMENTARY TEACHERS** Includes comprehensive organizational, and instructional techniques using a variety of strategies for teaching all curriculum areas at the elementary level. (Prerequisite: admission to Teacher Education)

**ELED 4923 TEACHING EARLY CHILDHOOD EDUCATION** To provide a study of children's developmentally appropriate learning environment and those varied materials which challenge and stimulate new interests and make the child aware of his own creative abilities. (Prerequisite: ELED 4523,4623 and 4723)

**ELED 4960 DIRECTED READING** Individualized study in elementary education selected in consultation with the professor. (Departmental permission required)

**ELED 4970 SPECIAL STUDIES** Individualized project in elementary education selected in consultation with the professor. (Departmental permission required)

**ELED 4980 SEMINAR** Small group study of topic in elementary education announced by department. (Departmental permission required)

**ELED 4990 RESEARCH** Independent investigation in elementary education designed in consultation with the professor. (Departmental permission required)

**ELED 5013 FOUNDATIONS & SURVEY OF READING AT THE ADV LEVEL** Reading process analysis, methods, materials, and construction of learning units applicable at the advanced levels of reading.

**ELED 5023 DIAGNOSIS & CORRECTION OF READING DISABILITIES I** Informal diagnosis of reading problems; orientation to clinical diagnosis, case studies, developmental and remedial practices. (Prerequisite: ELED 5013)

**ELED 5033 DIAGNOSIS & CORRECTION OF READING DISABILITIES II** Clinical diagnosis, diagnostic procedures, administration of individual clinical tests, and work with clinical cases. (Prerequisite: ELED 5023)

**ELED 5040 PRACTICUM IN READING I** Classroom application of diagnostic and prescriptive procedures with a small group of children who have severe reading problems. (Prerequisite: ELED 5023 and 5033)

**ELED 5053 ORGANIZATION & SUPERVISION OF READING PROGRAMS** Reading processes grades 1-12; reading specialist's role; planning school-wide reading programs; supervision techniques; in-service training.

**ELED 5060 PRACTICUM IN READING II** Clinical application of diagnostic and prescriptive procedures with individuals who have severe reading problems. Exit reports and conferences with parents and teachers. (Prerequisite: ELED 5023 and ELED 5033)

**ELED 5603 THEORIES & RESEARCH IN LANGUAGE ARTS** This course investigates theories and research in language arts so that candidates can explain, compare, contrast, and critique the theories and research. This course, along with ELED 5613, lays the theoretical and research foundation for the remainder of the ELED courses required for a M.Ed Reading Specialist.

**ELED 5613 THEORIES & RESEARCH IN READING** This course investigates theories and research in reading so that candidates can explain, compare, contrast, and critique the theories and research. This course, along with ELED 5603, lays the theoretical and research foundation for the remainder of the ELED courses required for a M.Ed Reading Specialist.

**ELED 5623 DIAGNOSIS & CORRECTION OF READING DISABILITIES I** Formal and informal diagnosis of reading problems, orientation to clinical diagnosis, case studies, developmental and remedial practices. (Prerequisites: ELED 5603 and ELED 5613)

**ELED 5633 DIAGNOSIS & CORRECTION OF READING DISABILITIES II** Formal and informal diagnosis of reading problems, orientation to clinical diagnosis, case studies, developmental and remedial practices. (Prerequisites: ELED 5603 and ELED 5613)

**ELED 5643 LITERACY MATERIALS AND ENVIRONMENTS** Characteristics of appropriate literacy materials and environment for grades 1-12. How literacy materials and environments affect learning to read and write, developing effective reading and writing strategies, and enhancing the desire to read and write. (Prerequisites: ELED 5623 and ELED 5633)

**ELED 5653 CONTENT AREA READING** This course concentrates on reading in the content areas of the curriculum. Current theories and research will be applied as candidates examine and evaluate content area textbooks and resource materials, collaborate with content area teachers, and construct content area learning units. (Prerequisites: ELED 5623 and ELED 5633)

**ELED 5663 OLDER, STRUGGLING READERS & ENGLISH LANG LEARNERS** This course deals with research regarding older struggling readers and English language learners, the difficulties faced by these readers and their teachers, and strategies to enhance these students' literacy development. (Prerequisites: ELED 5643 and ELED 5653)

**ELED 5673 THE ROLE OF THE READING SPECIALIST/LITERACY COACH** Reading process grades 1-12; reading specialist's/literacy coach's role; planning school wide reading programs; supervision techniques; in-service training. (Prerequisites: ELED 5643 and ELED 5653)

**ELED 5683 PRACTICUM IN READING I (GRADES PK-8)** Clinical application of diagnostic and prescriptive procedures with individuals and small groups of students who have severe reading problems. This teaching will be completed under the direct supervision of the course instructor. (Prerequisites: ELED 5663 and ELED 5673)

**ELED 5693 PRACTICUM IN READING II (GRADES 9-12)** Clinical application of diagnostic and prescriptive procedures with individuals and small groups of students who have severe reading problems. This teaching will be completed under the direct supervision of the course instructor. (Prerequisites: ELED 5663 and ELED 5673)

**ELED 5960 DIRECTED READINGS** Individualized study in elementary education selected in consultation with the professor. Graduate level.

**ELED 5970 SPECIAL STUDIES** Individualized project in elementary education selected in consultation with professor. Graduate level.

**ELED 5980 SEMINAR** Small group study of topic in elementary education announced by department. Graduate level.

**ELED 5990 RESEARCH FOR MASTER'S THESIS**

## ENGLISH (ENG)

**ENG 0123 PRE-COLLEGE ENGLISH** A study of composition, grammar and usage. (Required of students who lack high school credits in English and those who do not pass entrance examination; does not fulfill general education requirement in grammar and composition.)

**ENG 1113 #COMPOSITION I** Practice of the fundamentals of the writing process in personal and expository writing. Emphasis is on supporting a thesis with specific detail, writing for a particular audience, sentence structure, and revising and editing. (Fulfills three hours of general education requirement in grammar and composition.)

**ENG 1213 #COMPOSITION II** (Second Half). Academic writing, with emphasis on technique and style. Includes a research component and refining of skills. (Prerequisite: ENG 1113; fulfills three hours of general education requirements in grammar and composition.)

**ENG 2313 #INTRODUCTION TO LITERATURE** Study of selected literary works, with emphasis on both understanding literary forms and grasping literature as commentary on life. (Same as HUM 2313)

**ENG 2413 #CRITICAL APPROACHES TO LITERATURE** Introduction to literary analysis and criticism, including a survey of critical approaches, and the writing of short papers from different critical points of view. (Prerequisite: ENG 1113, ENG 1213)

**ENG 2873 #LANGUAGE AND CULTURE** Analysis of the basic elements of language, language use, and culture; analysis of the relationship between language and culture. (Prerequisites: ENG 1113 and ENG 1213)

**ENG 2963 #ENGLISH LANGUAGE & GRAMMAR** Analysis of the basic elements of English grammar, language use, and culture; analysis of the relationship between language and culture. (Prerequisites: ENG 1113 and ENG 1213)

**ENG 3543 #ENGLISH LITERATURE TO 1800** Works of major authors from the beginning to the Romantic Period. (Prerequisite: ENG 2413 for English majors; permission required for others)

**ENG 3653 #ENGLISH LITERATURE SINCE 1800** Works of major authors from the Romantic Period to the present. (Prerequisite: ENG 2413 for English major; permission required for others)

**ENG 3773 #AMERICAN LITERATURE TO 1865** Selections of literature from the Colonial Period through most of the Romantic Era. (Prerequisite: ENG 2413 for English majors. permission required for others.)

**ENG 3883 #AMERICAN LITERATURE SINCE 1865** Selections of literature from 1865 to the present. (Prerequisite: ENG 2413 for English majors. permission required for others)

**ENG 3893 #WORLD LITERATURE IN TRANSLATION** A study of selected works from the great authors of Greece, Rome, Spain, Russia, France, Germany, Asia, and Latin America. (Prerequisite: ENG 1213)

**ENG 3903 #BUSINESS & PROFESSIONAL WRITING** Study and practice in academic writing and writing of reports, proposals, memoranda, and other kinds of prose used in the fields of academia, business, and industry. (Prerequisite: ENG 1113 and ENG 1213) Previously listed as Technical and Professional Writing

**ENG 4013 #MEDIEVAL LITERATURE** Selections of British and European literature written during the medieval period. (Prerequisite: ENG 2413 for English majors or permission from English department advisor)

**ENG 4103 #CREATIVE WRITING** A study of literary technique, practice in using a variety of devices, and production of complete imaginative compositions. (Prerequisite: ENG 1113, 1213)

**ENG 4113 #AGE OF SHAKESPEARE** Selected drama, poetry, and prose of the Early Modern period with an emphasis on Shakespeare. Previously listed as Shakespeare.

**ENG 4133 #HISTORY OF THE NOVEL** This course will trace the historical development of the novel in English from the 18th century to the postmodern period (Prerequisite: ENG 2413 for English majors; permission required for others)

**ENG 4203 #NON-FICTION WRITING** This course will focus on the study and practice of different forms of non-fiction writing such as the personal essay, memoir, nature writing, travel writing, writing for emerging technologies, and other forms related to a chosen theme or genre. (Prerequisite: ENG 1213)

**ENG 4213 #18TH CENTURY LITERATURE IN ENGLISH** Selections of British and American literature written during the long eighteenth century (1660-1800) (Prerequisite: ENG 2413 for English majors, or permission from English department advisor)

**ENG 4233 #MODERN WORLD LITERATURE** The study of selected writers not necessarily in the same genre nor of the same nationality. Topics might include Existentialism, Post-War Japanese fiction, Latin American Magical Realism, etc. (Course may be repeated) (Prerequisite: ENG 2413 for English majors; permission required for others)

**ENG 4253 #WORLD LITERATURE** The study of selected writers of different nationalities, genres, and periods. (Prerequisite: ENG 2413 for English majors, permission required for others)

**ENG 4303 #FICTION WRITING** This course will focus on the study and practice of narrative development as it leads to the creation of character and the invention of plot in short works of fiction. (Prerequisite: ENG 1213)

**ENG 4313 #19TH CENTURY LITERATURE IN ENGLISH** Selections of British and American literature in the 19th century. (Prerequisite: ENG 2413 for English majors, or permission from English department advisor)

**ENG 4323 #SELECTED BRITISH AUTHORS** A study of one or a selected group of writers not necessarily in the same literary genre. (Course may be repeated) (Prerequisite: ENG 2413 for English major, permission required for others)

**ENG 4343 #SELECTED AMERICAN AUTHORS** A study of the selected works of a single author or of a group of related authors, not necessarily in the same genre. (Course may be

repeated) (Prerequisite: ENG 2413 for English majors, permission required for others)

**ENG 4383 #ADVANCED COMPOSITION** Expository composition with emphasis on technique, style, and audience. (Prerequisites: ENG 1113, 1213)

**ENG 4403 #WRITING AND VISUAL MEDIA** This course will focus on the study and practice of different forms of writing and visual media such as film, the internet, emerging technologies and other forms related to a chosen theme or genre. (Prerequisite: ENG 1213)

**ENG 4413 #20TH&21ST CENTURY LITERATURE IN ENGLISH** Selections of British, American, Anglophone literature in the 21st century. (Prerequisite ENG 2413 for English majors or permission from English department advisor)

**ENG 4433 #NINETEENTH & TWENTIETH CENTURY WOMEN AUTHORS** An in-depth study of nineteenth- and twentieth-century women writers; includes the fiction, poetry, drama, and non-fiction prose of a variety of authors. (Prerequisite: ENG 2413 for English majors, permission required for others)

**ENG 4463 #AMERICAN ETHNIC LITERATURES** An investigation of the literature, art, and philosophy that tells of the encounters between "Western" and "non-Western" cultures by focusing on issues of national immigration and migration. (Prerequisite: ENG 2413 for English majors, permission required for others)

**ENG 4563 #NATIVE AMERICAN LITERATURES** This course is a survey of literature written by Native Americans. It may include works of fiction, non-fiction, poetry, drama, and literary criticism. (Prerequisites: ENG 1113 and ENG 1213)

**ENG 4663 #LITERARY THEORY AND CRITICISM** A study of selected literary critics, criticism, and critical theory from Aristotle to the present (Prerequisite: ENG 2413 for English majors, permission required for others)

**ENG 4783 #ENGLISH GRAMMAR** An intensive study of accounts of English structure and standards of usage. (Prerequisites: ENG 1113 and ENG 1213)

**ENG 4853 #GREAT BOOKS OF THE WESTERN WORLD** Central literary, historical, and philosophical works of the Western tradition from the ancient world to the Enlightenment. (Prerequisite: ENG 2413 for majors; permission required for others.)

**ENG 4863 COMPOSITION THEORY AND PRACTICE** Expository composition with emphasis on theory, technique, style, and audience, and the application of these to teaching. (Prerequisites: ENG 1113 and ENG 1213)

**ENG 4883 #HISTORY OF THE ENGLISH LANGUAGE** Historical development of sounds, vocabulary, inflections and syntax of the English language. (Prerequisites: ENG 1113 and ENG 1213)

**ENG 4893 #CHILDREN'S LITERATURE AND STORY TELLING** A study of the various types of literature appropriate for children, preschool through middle school. (Prerequisite: ENG 1213)

**ENG 4903 METHODS & MEDIA IN SECONDARY ENGLISH** An intensive study of pedagogical theories and their applications in Middle School and High School English classes. (Prerequisite: admission to Teacher Education. This course fulfills a professional education requirement.)

**ENG 4923 #MYTHOLOGY** A study of the origin and elements of myth. (Prerequisites: ENG 2143 for English majors, permission required for others)

**ENG 4943 #MIDDLE SCHOOL & HIGH SCHOOL LITERATURE** Middle and high school literature with emphasis on the modern period. Will also address "classic" literature for adolescents. (Prerequisite: ENG 2413 for English majors, permission required for others)

**ENG 4960 DIRECTED READING** Supervised reading in an area selected in consultation with professor directing.

**ENG 4970 SPECIAL STUDIES** Supervised research or project selected with advice of professor.

**ENG 4980 #SEMINAR** Research or reading seminar on subject announced by department. (Prerequisite ENG 1213)

**ENG 4990 RESEARCH** Supervised research on a topic selected in consultation with professor (permission required)

**ENG 5103 STUDIES IN AMERICAN LITERATURE** Advanced studies in American literature relating to such subjects as an author, a work, a genre, an idea, a critical principle, or an aesthetic theory. Topics to be announced by department (May be repeated)

**ENG 5113 RHETORIC FOR WRITTEN ENGLISH** Study and application of rhetorical principles on an advanced level.

**ENG 5203 STUDIES IN BRITISH LITERATURE** Advanced studies in British literature relating to such subjects as an author, a work, a genre, an idea, a critical principle, or an aesthetic theory. Topics to be announced by department. (May be repeated)

**ENG 5323 STRUCTURE & USE OF ENGLISH LANGUAGE** Advanced study of the structure of English sentences and their use in writing and speaking.

**ENG 5403 STUDIES IN WORLD LITERATURE** Advanced studies in world literature relating to such subjects as an author, a genre, an idea, a critical principle, or an aesthetic theory. Topics to be announced by department. (May be repeated)

**ENG 5533 STUDY AND APPLICATION OF LITERARY THEORIES** An intensive study of selected works of major literary critics from Aristotle to the present with practice in the application of literary theory to reading.

**ENG 5960 DIRECTED READINGS** Supervised reading in an area selected in consultation with professor directing.

**ENG 5970 SPECIAL STUDIES** Supervised research or project selected with advice of professor.

**ENG 5980 SEMINAR** Research or reading seminar on subject announced by department.

**ENG 5990 RESEARCH** Supervised research on a topic selected with advice or professor.

## ENTREPREURSHIP (ENTR)

**ENTR 5103 ENTREPRENEURSHIP AND NEW VENTURE MANAGEMENT** This course focuses on all aspects of starting a new business venture from the ground up, including developing a business vision and mission, business feasibility analysis, organization, business research, small business marketing, and exit strategies.

**ENTR 5203 FINANCING NEW VENTURES** Entrepreneurs often encounter challenges in funding new business ventures and encounter different financial decisions than corporations. This course examines raising seed and growth capital, working with business angels and venture capitalists and well as commercial lenders with a focus on financial viability and also covers financial decision making for firms that are not publicly traded.

**ENTR 5303 MARKETING FOR NEW VENTURES** Both small businesses and startups often lack sufficient funds for developing extensive marketing campaigns. This course examines various options for marketing a new business venture, along with the various aspects of marketing including market research, sales promotion, advertising, and use of social media.

**ENTR 5403 SPECIAL TOPICS IN ENTREPRENEURSHIP** This course is designed to provide students with the opportunity to study contemporary issues entrepreneurs currently face. Course topics change from semester to semester that might include social entrepreneurship, global entrepreneurship for high tech companies, or participation in an applied business project.

**ENTR 5503 OPPORTUNITY AND NEW PRODUCT DEVELOPMENT** Entrepreneurial success can be dependent upon finding a new business opportunity and/or developing new products. In this course, students conduct an opportunity analysis and learn the key steps in developing new products.

## FINANCE (FIN)

**FIN 2633 PERSONAL FINANCE** Personal finance is intended to provide students with opportunities to develop skills for solving real world problems. It focuses on areas of study that address problems and applications in personal finance including financial planning, personal investing, budgeting, tax planning, real estate financing, credit management, insurance protection, and retirement and estate planning. Time value of money calculations are taught and applied to assist in making optimal choices.

**FIN 2733 PRINCIPLES OF REAL ESTATE** Introduces the history of organized real estate and Oklahoma license laws including rules, regulations, and professional standards. This course meets the minimum requirements necessary to qualify the student for licensure examination for an associate license in real estate.

**FIN 3113 BUSINESS FINANCE** In this course considers the basic financial decisions within a business. Topics include setting financial goals, measuring risk and return, time value of money, fundamentals of capital structure, fundamentals of dividend policy, sourcing funds, fundamentals of capital budgeting, fundamentals of stock and bonds and their valuation.

(Prerequisites: ACCT 2103, 2203, ECON 2113, 2213, BUS 2633)

**FIN 3253 REAL ESTATE FINANCE** An in-depth analysis of financial concepts needed to make decisions to borrow, lend, or invest in real property. (Prerequisite: FIN 3113)

**FIN 3313 INTERMEDIATE CORPORATE FINANCE I** This course begins with fundamental concepts in corporate finance, including background on the economic and financial environment, financial statements, security valuation, and risk analysis. The first half of this course is focusing on the details that have not covered in business finance course. The second half covers important corporate decisions, including capital budgeting, working capital management, capital structure, and dividend policy, as well as agency theory and corporate governance. Prerequisite: FIN 3113 with a grade of C or better.

**FIN 3433 SECURITIES INVESTMENT** We consider investment theories and their applications in financial securities like stocks, bonds, mutual funds, real estate investment trusts, and venture capital funds. We also consider risk and the basics of modern portfolio theory. (Prerequisite: FIN 3113 with a grade of C or better)

**FIN 3523 FINANCIAL INSTITUTIONS AND CAPITAL MARKETS** This course investigates the nature and characteristics of institutions, financial instruments, and markets that have evolved in the course of the domestic and global allocation of money capital. Topics include the importance of financial markets such as stock, bond, mortgage, futures, options and money markets. Additionally, the role and functioning of the Fed and major depository and non-depository financial institutions are covered. The role of markets and government regulation in directing and efficient use of money capital and the use of derivative securities to reduce risks is emphasized.

**FIN 3633 ADVANCED PERSONAL FINANCE** Advanced Personal Finance is intended to provide students with opportunities to develop skills for solving real world problems. It focuses on areas of study that address problems and applications in personal finance including financial planning, personal investing, budgeting, tax planning, real estate financing, credit management, insurance protection, and retirement and estate planning. Time value of money calculations are taught and applied to assist in making optimal choices. For majors only

**FIN 4223 FINANCIAL ANALYSIS AND CONTROL** This course examines the processes and methods of financial analysis and control. The course emphasizes the objectives of different users of financial statements and describes analytical tools and techniques to meet those objectives. Analytical methods range from the computation of ratio and cash flow measures to forecasting earnings for equity valuation. Topics include cash flow analysis, profitability analysis, short-term and long-term forecasting analysis, credit analysis, and equity analysis and valuation. (Prerequisite: FIN 3113 with grade of C or better and ACCT 2203)

**FIN 4313 INTERMEDIATE CORPORATE FINANCE II** This course covers advanced topics in corporate finance, which begin with the reinforcement on the corporation's ultimate goal of value maximization. Topics discussed are financial forecasting, tactical financing decisions, financial options and

real options, dynamic capital structure, mergers and acquisitions, enterprise risk management, bankruptcy, reorganization, and liquidation. Special topics including portfolio theory and multinational financial management are also covered. Prerequisite: FIN 3313.

**FIN 4323 SECURITY ANALYSIS AND PORTFOLIO MANAGEMENT** This course introduces students to the framework of the CFA Institute and then builds on previous course work to develop skills in applied portfolio management. To develop portfolio management techniques, students will cover the theory of active management, international diversification, optimal risky portfolios, managing bond portfolios, macroeconomic and industry analysis, financial statement analysis, equity valuation models, and futures, options, swaps and risk management techniques. (Prerequisite: FIN 3443, ACCT 4223 or FIN 4223)

**FIN 4443 #INTERNATIONAL FINANCIAL MANAGEMENT** This course focuses on the financial aspects of managing multinational firms. Topics include foreign trade flows, foreign capital flows, determinates of currency exchange rates, forecasting currency exchange rates, arbitrage, the use of derivative to manage exchange rate risk, and raising and investing long term funds internationally. (Prerequisite: FIN 3113 with grade of C or better for finance majors)

**FIN 4523 BANK ADMINISTRATION** This course investigates the daily operations, problems, and issues that confront bank managers. Case studies and computer simulation games are used to simulate the actual banking environment (Prerequisite: FIN 3523 with grade of C or better)

**FIN 4633 RISK MANAGEMENT** This course analyzes how businesses should manage risk. The course addresses how firms can use self-insurance and commercial insurance to insure against property, liability, and personnel risk. (Prerequisite: FIN 3113 with grade of C or better)

**FIN 4733 FINANCIAL MODELING** This course mixes explanation and implementation of quantitative analysis in finance using Microsoft Excel, one of the most widely used computational tools in the world. This course aims to strengthen finance students with solid understanding of fundamentals in multiple areas in finance. In addition, students will practice the quantitative analysis skills needed in the corresponding area through in class exercises and projects based on real world data. Consequently, students will then consolidate both knowledge and analytic skills. (Prerequisite: FIN 3113 with a grade of C or better)

**FIN 4813 FINANCIAL POLICY AND STRATEGY** This is the capstone course in finance. As such, the course integrates and synthesizes financial theories and applications considered elsewhere. The course focuses on the executive level where managers make policy and strategic decisions that have lasting effects on the business. The course relies on spreadsheet analysis, internet-based simulations and case studies. (Prerequisite: FIN 3433, FIN 3313, and Seni or Standing)

**FIN 4950 INTERNSHIP** This course allows credit for approval internships under School of Business guidelines.

**FIN 4970 SPECIAL STUDIES** This course permits individual finance students to work with a finance professor on an approved topic in finance. (Prerequisite: FIN 3113 with grade of C or better and permission of department chair and the instructor)

**FIN 4980 SEMINAR** Small group study of topic announced by department (Prerequisite: FIN 3113 with grade C or better and permission of the instructor)

**FIN 5213 FINANCIAL MANAGEMENT** This course covers the practice and theory of managers making financial decisions for the firm. The basis for all decisions builds from the premise of maximizing shareholder wealth. Topics include risk and return tradeoffs, valuing stock and bonds, evaluating choices among sources of capital and capital structure, evaluating dividend policy, evaluating the selecting expansion projects, using derivative securities to managing risk, firm valuation, and short-term cash management. (Prerequisite: FIN 3113 and BUS 2633)

**FIN 5433 SECURITIES INVESTMENT** This course provides a solid foundation in investments and provides in-depth information about various money market and capital market investment vehicles such as stocks, bonds, mutual funds, UITs, REITs, EFTs, and other investment companies. The course also covers topics of investment importance such as how securities are traded, risk, valuation of fixed-income securities, fundamental security analysis, theoretical asset pricing models, portfolio performance evaluation, and information useful in practice such as brokerage accounts, buying on margin, and short selling.

**FIN 5543 INTERNATIONAL FINANCIAL MANAGEMENT** This course is designed to provide students with the theory and tools required to be successful managers in the field of international finance. In the first half of the course emphasis is placed upon: foreign exchange markets, balance of payment effects, theories of foreign exchange rate movements, forecasting exchange rates, and evaluating forecasts. In the second half of the course, the risks of foreign exchange fluctuation are classified and students will learn the methods to measure and hedge these risks from the viewpoint of the MNC. Fund raising in international money and capital markets, international working capital management, and investment practices of multinational firms will be covered.

## FRENCH (FREN)

**FREN 1113 #ELEMENTARY FRENCH I** Basic skills for either oral or written communication; grammar; written drills; reading of short selections, and audio-visual aids. Offered occasionally.

**FREN 1223 #ELEMENTARY FRENCH II** A continuation of FREN 1113; standard French grammar, reading of short French texts, and emphasis on oral participation. (Prerequisite: FREN 1113 or approval of instructor)

## GEOGRAPHY (GEOG)

**GEOG 1713 #HUMAN GEOGRAPHY** An introduction to the major concepts of human geography examining geographic behavior in terms of spatial organization of the earth's surface and of the development of regional systems.

**GEOG 2713 #PHYSICAL GEOGRAPHY** A survey of physical geography and the relationship between man and his environment.

**GEOG 2723 #WORLD REGIONAL GEOGRAPHY** A comparative study of the cultural regions of the world.

**GEOG 3523 #GEOGRAPHY OF ANGLO-AMERICA** A cultural and economic study of the United States and Canada on a regional basis.

**GEOG 3533 #HISTORICAL GEOGRAPHY OF THE UNITED STATES** A study of the interaction of geography and history in the United States.

**GEOG 3543 #GEOGRAPHY OF OKLAHOMA** A survey of the physical and cultural environment of Oklahoma.

**GEOG 3713 #PRINCIPLES OF ECONOMIC GEOGRAPHY** A survey of the natural resources and the development of the resources by man.

**GEOG 3723 #WEATHER, CLIMATE, AND METEOROLOGY** A study of weather and the climatic elements with special study in meteorology.

**GEOG 3733 CONSERVATION OF NATURAL RESOURCES** A study of the methods of conservation and the importance to our natural resources.

**GEOG 3753 #WORLD POLITICAL GEOGRAPHY** A study of the world's critical areas where geographical and political factors interconnect.

**GEOG 4643 #GEOGRAPHY OF LATIN AMERICA** A study of the economic and cultural factors of the countries of Latin America.

**GEOG 4713 #GEOGRAPHY OF EUROPE** A cultural and economic study of the countries of Europe.

**GEOG 4723 #GEOGRAPHY OF ASIA** A comparative study of the cultural and economic factors of the countries of Asia.

**GEOG 4733 #GEOGRAPHY OF THE MIDDLE EAST AND AFRICA** A study of the cultural, economic, and physical geography of the Middle East and Africa.

**GEOG 4744 FIELD STUDIES** A two-to-three week summer tour of a specific region of the world.

**GEOG 4960 DIRECTED READING** Supervised readings in an area selected in consultation with professor directing.

**GEOG 4970 SPECIAL STUDIES** Supervised research with professor directing.

**GEOG 4980 SEMINAR** A study of specific topics in geography announced by department.

**GEOG 4990 RESEARCH** A micro-study of specific topics in geography.

**GEOG 5960 DIRECTED READINGS** Individual readings in geography determined by the professor.

**GEOG 5970 SPECIAL STUDIES** An intensive study of a particular aspect of geography.

**GEOG 5980 SEMINAR** Subject announced by department

**GEOG 5990 RESEARCH FOR MASTER'S THESIS**

## GERMAN (GERM)

**GERM 1113 #ELEMENTARY GERMAN I** Beginning course of basic linguistic skills with practice in listening, speaking, reading, and writing, pronunciation, phonetics and comprehension. Offered occasionally.

**GERM 1223 #ELEMENTARY GERMAN II** This course will provide further practice in listening, speaking, reading, and writing, with stress on mastery of lexical and structural items of German.

## HEALTH INFORMATION SYSTEMS (HIS)

**HIS 5613 HEALTH INFORMATION SYSTEMS** This course is an introduction to the fundamentals of health information management using computer-based patient records. Key areas of study within health information management are addressed, with emphasis on the use of information as an asset to the health care provider. Included topics illustrate the importance of planning and setting procedures for proper storage, maintenance, usage, and security of health information records.

**HIS 5623 ELECTRONIC HEALTH RECORDS** This course introduces health information technology and develops the skills necessary to become successful users of medical practice management software. It prepares students to go into any medical office and perform medical practice management duties with the same or similar software as used in this course.

**HIS 5633 HEALTH INSURANCE AND MANAGED CARE** This course provides a working knowledge of medical insurance and its applications. Emphasis is placed on understanding insurance essentials, including the role of the medical insurance billing specialist and the laws and ethical guidelines of the field. Medical documents, coding diagnoses, and procedures are discussed. Students learn about the claims process, focusing on charges, methods of payments, billing and reimbursement. Other topics include private payers, Blue Cross and Blue Shield, Medicaid and Medicare, TRICARE and CHAMPVA, workers' compensation and disability insurance, hospital insurance, long-term insurance, and dental insurance. Finally, patient billing software is introduced and explored.

**HIS 5643 HEALTH POLITICS AND POLICY** This course emphasizes key concepts and knowledge regarding health politics and policy. Specifically, the course will provide an overview of the ethical and secure use of computer systems and data for the professional. Topics covered include ethical case

studies, privacy, property rights, accountability and Internet issues as well as codes of ethics, professional conduct as published by technical organizations and best security practices. In addition, there is a focus on protecting computer resources from unauthorized access, establishing control to ensure the reliability of information processing, and auditing information systems to verify the accuracy of information systems.

## HISTORY (HIST)

**HIST 1513 #UNITED STATES HISTORY TO 1876** Survey of United States history from discovery to 1876.

**HIST 1523 #UNITED STATES HISTORY SINCE 1876** Survey of United States history from 1876 to present.

**HIST 2001 INTRODUCTION TO RESEARCH** A survey of the rudimentary search tools, forms of style, and logical developments of historical research and writing.

**HIST 2523 #OKLAHOMA HISTORY AND GOVERNMENT** Survey course in the formation of Oklahoma and Indian Territories and the coming of statehood.

**HIST 2713 #EARLY WORLD CIVILIZATIONS** Ancient civilizations in their cultural, political and economic aspects.

**HIST 2723 #MODERN WORLD CIVILIZATIONS** A survey of transitions of world societies from traditional to modern institutions.

**HIST 2980 #HISTORICAL SITE STUDIES** An integrated academic and experiential study of the culture, institutions, and people of selected historical sites. (3 credit hour maximum)

**HIST 3013 #MODERN EAST ASIA** Survey of the rise, decline, and development of modern Chinese and Japanese civilizations.

**HIST 3513 #UNITED STATES SOCIAL AND CULTURAL HISTORY** Development of institutions and culture in the United States from the colonial era to the present, with particular emphasis on intellectual history and the role of women in the United States.

**HIST 3523 #ECONOMIC HISTORY OF THE UNITED STATES** The history of the economic development in the United States.

**HIST 3533 #AMERICAN WEST** Study of the exploration, conquest, and development of the American West in the 19th century.

**HIST 3563 #AFRICAN-AMERICAN HISTORY** Detailed survey of the contributions of African-Americans from the colonial era to the present, with particular emphasis on the development and nature of slavery, and the struggle for equal rights.

**HIST 3573 #NATIVE AMERICAN HISTORY** A study of pre-Columbian to present day Native American history.

**HIST 3583 #AMERICAN ENVIRONMENTAL HISTORY** This course explores the role of the natural world in the formation and development of American society, culture, and politics. Emphasis is given to the importance of natural resources and the evolution of national perceptions and policies regarding the environment.

**HIST 3613 #MEXICO** Survey course from discovery and conquest of Mexico to present.

**HIST 3623 #ARGENTINA, BRAZIL, & CHILE** Survey of three of the most important of South American nations from discovery and conquest through present.

**HIST 3713 #ANCIENT WORLD** Study of the social, political, and cultural life of the ancient Near East, Greece, and Rome.

**HIST 3723 #ENGLAND TO 1689** Political, economic, cultural, and constitutional development of England from earliest times to 1689.

**HIST 3733 #ENGLAND SINCE 1689** Political, constitutional, economic and social development of England from the reign of William and Mary to the present.

**HIST 3753 #RUSSIA SINCE 1815** Russian civilization from 1815 to the present. Emphasis upon the corruption of imperial social institutions, the Revolutions of 1917, and the rise and fall of the Soviet Union.

**HIST 3793 #CULTURAL HISTORY OF THE WEST** A survey of the major developments in Western Culture from Antiquity to the Early Modern Period.

**HIST 3813 #HISTORY OF AFRICA** This course serves as a concentrated survey of African history from the dawn of civilization to the present, excluding only Ancient Egypt.

**HIST 4513 #COLONIAL AMERICAS, 1492-1763** An analysis of the formative period of colonial history in North America until the eve of the American Independence movement, encompassing: Exploration and Discovery, Settlement, and colonial society, culture, and politics until the conclusion of the French and Indian War.

**HIST 4523 #FOUNDING FATHERS AND THE COMMON MAN, 1763-1848** An examination of the political and cultural history of the United States from the struggle for Independence, the formation of a strong Federal Government, until Jacksonian Democracy.

**HIST 4533 #CIVIL WAR AND RECONSTRUCTION, 1848-1877** Background, conduct, and consequences of the Civil War, and an analysis of the problems of Reconstruction.

**HIST 4543 #GOSPELS OF NATIONALISM AND IMPERIALISM, 1877-1919** Society and culture from 1877 to 1919, with investigation of causes and results of imperialism.

**HIST 4553 #FLAPPERS, THE GREAT DEPRESSION, & WWII, 1919-1945** Politics, culture, and economics of the United States between the wars. Special attention given to the Great Depression and coming of WWII.

**HIST 4563 #CONTEMPORARY U.S. HISTORY, 1945-PRESENT** Detailed analysis of most outstanding characteristics of contemporary society.

**HIST 4593 #UNITED STATES DIPLOMATIC HISTORY** History of foreign policy of United States from revolutionary period to the present.



**HIST 4613 #LATIN AMERICA-COLONIAL PERIOD** Latin American history from discovery and exploration to national revolutions.

**HIST 4623 #LATIN AMERICA-NATIONAL PERIOD** Latin American history from the national revolutions to the present.

**HIST 4713 #BARBARIANS, CRUSADERS, AND PLAGUE:EUROPE 500-1300** The disintegration of the Medieval forms of life in Europe, and the transformation of intellectual and institutional ideas to 1300.

**HIST 4723 #MONARCHS, MINISTERS, & MERCHANTS:EUROPE 1300-1600** An examination of the economic, political, and socio-cultural developments in Europe during the 14th, 15th, 16th and early 17th centuries--emphasizing Renaissance and Reformation thought, the rise of Nation-states, and the birth of the Scientific Revolution.

**HIST 4743 #KINGS, PEASANTS, AND REVOLTS:EUROPE 1660-1815** An examination of the intellectual, political, and socio-cultural developments in Europe during the Age of Reason and Enlightenment--emphasizing Absolutism, the Enlightenment, and revolutionary and Napoleonic France.

**HIST 4753 #GOD, GUNS AND GLORY:EUROPE, 1815-1919** An examination of the domestic and international ramifications of Europe's transition from a traditional to a modern society.

**HIST 4763 #BLOOD AND FREEDOM: THE STRUGGLE FOR MODERN EUROPE** An analysis of modern Europe's maturation and the roles totalitarianism, democracy and hyper-nationalism played in two world wars, a Cold War and European Unification.

**HIST 4773 #PIRACY AND EMPIRE: ATLANTIC WORLD, 1400-1715** An examination of the economic, political and socio-cultural developments of the competition for the Atlantic World at sea--emphasizing the rise of trade, piracy, and conflict between English, Dutch, Portuguese, and Spanish maritime empires.

**HIST 4793 #GLOBAL HISTORY** A study of major governmental, economic, cultural, religious and military trends, from prehistory to the present, using primary sources.

**HIST 4953 HISTORICAL RESEARCH AND WRITING (CAPSTONE)** The senior capstone experience is required of all Social Studies majors. This research seminar, normally taken in the last year of enrollment, has been approved by the Oklahoma State Regents for Higher Education as a part of Southeastern Oklahoma State University's assessment plan. In the capstone, emphasis is placed on the principles of historical research, the organization of materials, and the discussion of various writing styles.

**HIST 4960 DIRECTED READING** Supervised reading in area selected in consultation with professor directing.

**HIST 4970 SPECIAL STUDIES** Supervised research or project selected with advice of professor.

**HIST 4980 SEMINAR** Research or reading seminar on topic announced by department.

**HIST 5960 DIRECTED READINGS** Individual studies in history determined by the professor.

**HIST 5970 SPECIAL STUDIES** An intensive study of a particular aspect of history determined by the needs of the student as identified by the professor.

**HIST 5990 HISTORICAL RESEARCH, WRITING, AND/OR THESIS** Historical research, writing, and/or thesis.

## HONORS (HON)

**HON 3113 #LOCAL HABITATIONS** This course takes both a broad, contextual view and a detailed look at the community through an academic lens. Using the City as Text pedagogical model, students will examine how their viewpoints have been structured by regional, national, and international cultures by investigating their geography. They will examine the relationships between texts, places, and people while engaging with the university and greater local community.

**HON 4712 SENIOR SEMINAR** Students pursue a multidisciplinary research project through a peer-review process and public dissemination. Students will use their grounding in history, communication, psychology, anthropology, philosophy, logic, and literary and cultural studies (i.e. the honors curriculum) to articulate and discuss the broader community relevance of their individual major expertise.

## HUMANITIES (HUM)

**HUM 2113 #EARLY HUMANITIES** Unity of philosophy and the arts in the ancient and medieval world. Emphasis on relevance to present life.

**HUM 2223 #MODERN HUMANITIES** Philosophy and the arts as human responses to the challenges of the modern world.

**HUM 2313 #INTRODUCTION TO LITERATURE** Study of selected literary works, with emphasis on both understanding literary forms and grasping literature as commentary on life. (Same as ENG 2313)

**HUM 2453 #PHILOSOPHY IN LIFE** Informal examination of the range of philosophic efforts to clarify the dilemmas of life.

**HUM 4980 SEMINAR** Content varies according to the time and need.

**HUM 5113 ADVANCED HUMANITIES STUDY** Intensive study of selected areas of the cultural achievements of mankind.

**HUM 5980 SEMINAR** Content varies according to the time and need.

## KINESIOLOGY

**KIN 1113 #WELLNESS AND POSITIVE LIFE STYLES** A study involving the integration of principles of health and wellness that expand one's potential to make informed choices about life styles. Lectures with corresponding laboratory

experiences are designed to aid students in personal fitness and wellness development.

**KIN 2001 INTERCOLLEGIATE FOOTBALL** Varsity participation. (Five days a week in season. Maximum credit of four hours)

**KIN 2101 INTERCOLLEGIATE BASKETBALL** Varsity participation. (Five days a week in season. Maximum credit of four hours)

**KIN 2111 INTERCOLLEGIATE WOMEN'S BASKETBALL** Varsity participation. (Five days a week in season. Maximum credit of four hours.)

**KIN 2201 INTERCOLLEGIATE BASEBALL** Varsity participation. (Five days a week in season. Maximum credit of four hours)

**KIN 2401 INTERCOLLEGIATE TENNIS** Varsity participation. (Five days a week in season. Maximum credit of four hours)

**KIN 2411 INTERCOLLEGIATE WOMEN'S TENNIS** Varsity participation. (Five days a week in season. Maximum credit of four hours.)

**KIN 2501 INTERCOLLEGIATE GOLF** Varsity participation. (Five days a week in season. Maximum credit of four hours)

**KIN 2601 WEIGHT TRAINING AND CONDITIONING** Physical conditioning program consisting of weights and jogging.

**KIN 2651 SPECIALIZED RECREATIONAL ACTIVITIES** (Subject named in title listing. Course may be repeated under a different subject.)

**KIN 2662 SURVEY OF HEALTH, PHYSICAL EDUCATION & RECREATION** This course is designed to give the prospective teacher of Physical Education/Health and/or the Recreation specialist an insight into the area of specialization. Personal fitness assessment, trends and issues, and portfolio requirements in the respective programs will be addressed.

**KIN 2701 INTERCOLLEGIATE WOMEN'S CROSS COUNTRY** Varsity participation. (Five days a week in season. Maximum credit of four hours.)

**KIN 2752 FIRST AID AND SAFETY** This course provides knowledge and practical experience in emergency care.

**KIN 2801 INTERCOLLEGIATE WOMEN'S SOFTBALL** Varsity participation. (Five days a week in season. Maximum credit of four hours.)

**KIN 2901 INTERCOLLEGIATE WOMEN'S VOLLEYBALL** Varsity participation. (Five days a week in season. Maximum credit of four hours.)

**KIN 3113 SCHOOL AND COMMUNITY HEALTH** A study of procedures leading to the solution of health problems found in the school and community.

**KIN 3142 RECREATION SPORTS PROGRAMS** This course is designed to study the objectives and principles in administering recreational sports programs in schools and in the

community. The course offers an exploration and examination of theoretical foundations and basic sport programming skills, methods, and techniques necessary to deliver recreational sports activities within a variety of settings, agencies and/or organizations

**KIN 3152 CAMP COUNSELING** Organization and administration of camping experiences and the study of counseling techniques.

**KIN 3242 SPORTS/RECREATION FACILITIES MANAGEMENT** The course is designed to present information regarding management of recreation facilities in the public and private sectors. The course will focus on the facility manager's role and responsibilities.

**KIN 3252 MOTOR LEARNING AND DEVELOPMENT** This course is a study of the development of movement skills in humans from infancy to older adulthood and how differing motor, cognitive, and social abilities affect skill acquisition.

**KIN 3352 MEASUREMENT AND EVALUATION** Measurement and evaluation techniques applicable to school physical education and exercise settings.

**KIN 3462 ADAPTED PHYSICAL EDUCATION** This course is designed to examine the need for programs adapted for individuals with atypical physical needs and to focus on awareness and knowledge of various types of conditions, symptoms, and characteristics of said individuals. Emphasis is given to the organization and development of programs adapted for individuals with physical challenges.

**KIN 3473 #APPLIED ANATOMICAL KINESIOLOGY** An in-depth study of the human musculoskeletal system; examining each joint, the associated muscles, and the movements produced. Emphasis is given to the application to human movement, to athletic performance, and to injury prevention.

**KIN 3553 ELEMENTARY SCHOOL PROGRAM** Methods and teaching techniques in preparation for teaching physical education to elementary school students.

**KIN 3652 RECREATIONAL LEADERSHIP** Techniques of group leadership; interpretation of leadership; analysis of problems at various levels; and examination of methods of leadership.

**KIN 3753 TECHNIQUES OF TEACHING TEAM SPORTS AND GYMNASTICS** Teaching and performance techniques of team sports and gymnastics. Includes but not limited to volleyball, soccer, flag football, softball, track and field, and gymnastics.

**KIN 3763 TECHNIQUES OF TEACHING LIFETIME ACTIVITIES** Teaching and performance techniques of lifetime activities. Includes but not limited to tennis, golf, dance, camping, backpacking and hiking.

**KIN 3852 SPORTS RULES AND OFFICIATING** Techniques of officiating football, basketball and baseball. Laboratory work required.

**KIN 4053 ORGANIZATION AND ADMINISTRATION** Administrative techniques and sound management principles utilized in physical education, intramurals, intercollegiate, and health education programs.

**KIN 4152 COMMUNITY RECREATION** Study of the scope of recreation, activities appropriate for a community wide program, survey of facilities and opportunities, and planning.

**KIN 4253 #PHYSIOLOGY OF EXERCISE** This course provides an introduction to the physiological considerations of the human organism in response to physical activity.

**KIN 4263 #ADVANCED PHYSIOLOGY OF EXERCISE** This course provides students with an advanced level of understanding of exercise physiology. It emphasizes the acute and chronic effects of exercise on various physiological systems in adults and the integrative nature of these physiological responses. Prerequisite: KIN 4253

**KIN 4273 EXERCISE TESTING AND PRESCRIPTION** This course introduces the basic knowledge regarding the methodology of exercise testing and exercise prescription. Specific emphasis will be placed on knowledge pertaining to the ACSM Health Fitness Instructor Certification Exam. Successful completion of this course results in having the understanding and skills necessary to administrate exercise testing and prescription in both the commercial and clinical setting. This course is designed for majors who wish to pursue a career in either cardiac rehabilitation or corporate fitness. Content centers on both healthy and special populations with a variety of abilities and disabilities.

**KIN 4283 HUMAN PERFORMANCE LABORATORY** This course is designed to provide introductory knowledge and experience in collecting and analyzing human physiological data in response to physical activity and exercise. The knowledge gained in this course is useful to any individual seeking to better comprehend the acute response and chronic adaptation of humans to physiological stress. This course is particularly valuable to students pursuing a career in the exercise sciences.

**KIN 4353 #FOUNDATIONS OF PHYSICAL EDUCATION** Brief history of health and physical education; scientific and philosophic foundations for modern program construction.

**KIN 4363 #FOUNDATIONS OF RECREATION** This course is planned to provide a thorough description of the current scope and organizational practices as well as the historical, sociological, psychological, philosophical and economic aspects of recreation and leisure.

**KIN 4402 PRINCIPLES OF ATHLETIC COACHING** This course is designed to introduce the coaching/teacher candidate to the basic knowledge needed to be successful in the coaching field. The various responsibilities and roles of head coaches and assistant coaches will be examined.

**KIN 4413 PRINCIPLES OF STRENGTH AND CONDITIONING COACHING** This course is designed to provide a comprehensive overview of developing strength and conditioning programs for diverse populations. Emphasis is placed on designing programs for the development of physiological attributes required for performance of a variety of physical activities. Prerequisite: KIN 4412 (HPER)

**KIN 4502 COACHING FOOTBALL** Basic fundamentals and techniques in coaching the three major areas of football--offense, defense, and the kicking games as well as practice, organization, and game situations.

**KIN 4512 COACHING BASKETBALL** Methods of coaching individual and team offensive and defensive skills as well as practice, organization, and game situations.

**KIN 4602 COACHING BASEBALL** Theory of coaching offensive and defensive fundamentals, practice, organization, and game situations.

**KIN 4632 COACHING SOFTBALL** This course examines the basic fundamentals and techniques in coaching offensive and defensive skills as well as planning practices, organizing schedules, hiring officials, planning travel, handling game situations, and investigating strategies in the sport of softball.

**KIN 4642 COACHING VOLLEYBALL** This course examines the basic fundamentals and techniques in coaching offensive and defensive skills as well as planning practices, organizing schedules, hiring officials, planning travel, handling game situations, and investigating strategies in the sport of volleyball.

**KIN 4802 CARE AND PREVENTION OF ATHLETIC INJURIES** The course provides instruction in areas such as injury/illness prevention, first aid and emergency care, assessment of injury/illness, human anatomy and physiology, therapeutic modalities, and nutrition. Clinical education experiences afford hands-on practice and reinforcement of techniques studied (Lab fee)

**KIN 4813 NUTRITION AND WEIGHT MANAGEMENT** This course will explore some of the aspects of weight control; why individuals gain weight, why some individuals need to lose weight, how individuals can lose weight, and how weight loss can be maintained. Metabolism, food consumption, and exercise, as related to weight control, will be considered and discussed.

**KIN 4823 NUTRITION IN SPORTS** This course examines the study of nutrition as it relates to human energy production, energy substrate utilization during exercise, fitness, and sports performance. Special emphasis is given to energy needs for specific types of physical activity, current theories related to weight gain/loss, the relationships between diet and training for optimal performance, and sports performance enhancing substances. Prerequisite: KIN 4822 (HPER)

**KIN 4833 STRESS MANAGEMENT** This course is designed to introduce various techniques utilized to successfully manage stress. Information about stress, anger management, relaxation techniques, and coping skills is included.

**KIN 4842 #PSYCHOLOGY OF SPORT** This course is designed to introduce the history and evolution of sports psychology. The course identifies various personality traits and the impact these traits have on sport performance. Specific traits of aggression, confidence, and anxiety will be investigated. The course also addresses the dynamics involved in the structure of a team.

**KIN 4852 FITNESS FOR LIFE** The course is designed to investigate nutrition, weight training, and aerobic activities as components of a healthy lifestyle. The intent of the course is to persuade students to engage in healthy living for a lifetime.

**KIN 4903 METHODS IN PHYSICAL EDUCATION AND HEALTH** A theory and practice course focusing on organizational and instructional techniques, discipline

strategies, and class management. (Will not count toward a major or minor in Physical Education.) (Prerequisite: admission to Teacher Education)

**KIN 4954 SUPERVISED RECREATIONAL FIELD WORK** Work experiences in recreational programs. (Departmental permission required)

**KIN 4963 PRACTICUM** The practicum is intended to provide the opportunity to apply and expand the knowledge and skills learned in the academic program with actual clients/consumers, to promote the development of self-evaluation and problem solving skills, and to acquaint students with different career/practicum opportunities that exist within the field of Exercise Science.

**KIN 4970 SPECIAL STUDIES** Individualized project selected in consultation with the professor. (Departmental permission required.)

**KIN 4980 SEMINAR** (Departmental permission required)

**KIN 4990 RESEARCH** Independent research designed in consultation with the professor. (Departmental permission required)

**KIN 5003 SPORT AND SOCIETY** Review and analysis of sociological phenomena related to sport.

**KIN 5023 FOUNDATIONS OF SPORT AND EXERCISE SCIENCE** A cross-disciplinary course that provides students with a broad foundation of the various sub-disciplines of sport and exercise science including the anatomical, biomechanical, physiological, nutritional, and psychological bases of human movement.

**KIN 5053 APPLIED RESEARCH METHODS AND STATISTICS IN SPORTS** A study of research methodology and literature related to sport. The course is designed to develop correct application of research methods and statistical process decision-making relative to continuous improvement in coaching and sport management.

**KIN 5103 ADMINISTRATION OF ATHLETICS** Problems, policies, and procedures involved in the administration of athletics.

**KIN 5113 SPORT MANAGEMENT, FINANCES AND FUND RAISING** This course is designed to study the management, financing, marketing and sponsorships of sport programs.

**KIN 5123 FACILITY PLANNING AND EVENT MANAGEMENT** A study in the planning and developing of sport facilities as well as event management.

**KIN 5203 ADVANCED MEASUREMENT IN PHYSICAL EDUCATION** Study of standardized tests, construction of tests, and a survey of research studies.

**KIN 5303 CONTEMPORARY ISSUES** A study of current issues involving philosophical and administrative issues in physical education and sport.

**KIN 5403 SCIENTIFIC BASIS OF MOTOR SKILLS** Research implications relating to the application of learning theories to the teaching of motor skills.

**KIN 5503 MOVEMENT EDUCATION** History, overview, and program planning. Emphasizes movement as the basis for learning.

**KIN 5603 LEGAL ASPECTS** Legal aspects of sport administration, coaching, and teaching physical education. Topics include the analysis of legal issues such as liability, negligence, risk management, tort law, and application of sport law.

**KIN 5703 PROBLEMS IN HEALTH EDUCATION** A survey of current health education problems with in depth coverage of major topics.

**KIN 5753 SPORT NUTRITION** The study of nutrition as it relates to human energy production, utilization during exercise, fitness, and sports performance. Special emphasis is given to energy needs for specific types of physical activity, current theories related to weight gain/loss, the relationships between diet and training for optimum performance, and sports performance enhancing substances.

**KIN 5843 ADVANCED DEVELOP OF STRENGTH & CONDITIONING PROGRAM** The theoretical and practical applications of strength training and conditioning. Special emphasis is given to the development of sport and event specific strength and conditioning programs, sports specific performance demands, and individual performance optimization. Programs shall be based upon the performance requirements associated with musculoskeletal strength and flexibility, body composition, cardiovascular endurance, and nutritional recommendations.

**KIN 5853 BIOMECHANICS OF SPORT TECHNIQUES** Applies the principles and mechanics of motion to a variety of physical activities. Fundamental movements necessary for the successful execution of a variety of techniques.

**KIN 5863 SKILLS, TECHNIQUES, AND STRATEGIES FOR COACHING** Methods of teaching sport skills in a variety of sports. The purpose is to promote athletes' growth, development, and learning in all areas of sports. A study of the trends and issues related to the development and maintenance of athletic abilities in a variety of sports.

**KIN 5873 ADVANCED CARE AND TREATMENT OF ATHLETIC INJURIES** Recognizing and caring for sport injuries. Examining purposes and procedures for adequate care of injured athletes. An advance investigation into Health Care Administration, Legal Liability, Care, Prevention and Rehabilitation of Athletic Injuries.

**KIN 5903 ADVANCED THEORY OF COACHING FOOTBALL** Advanced offensive and defensive techniques and game strategies in football.

**KIN 5953 ADVANCED THEORY OF COACHING BASKETBALL** Individual skills and their incorporation into game strategy. Comparative examination of offenses and defenses.

**KIN 5960 DIRECTED READINGS** Individualized study selected in consultation with the professor. (Prerequisite: Permission required)

**KIN 5970 INDIVIDUAL STUDY IN SPORTS STUDIES AND ATHLETIC AD**

## **KIN 5980 SEMINAR IN SPORTS STUDIES AND ATHLETIC ADMIN**

**KIN 5990 RESEARCH** Independent investigation designed in consultation with the professor. (Prerequisite: permission required)

## **LANGUAGE (LANG)**

**LANG 1113 #INTRODUCTION TO EUROPEAN LANGUAGES** This course presents an overview of the structure and phonology of five major Western European languages: Latin, French, German, Italian, and Spanish.

**LANG 4903 METHODS & MEDIA** An intensive study of foreign language pedagogy, including second language acquisition, national standards, professionalism, and specific techniques and strategies for teaching and assessing student learning in foreign languages. (Prerequisites: Admission to Teacher Education, grade of C or better in SPAN 4163, and passing score on Oklahoma Subject Area Test in Spanish)

## **LEADERSHIP (LEAD)**

**LEAD 1113 FUNDAMENTALS OF LEADERSHIP** An introduction to leadership theories, types of leaders, characteristics of successful and unsuccessful leaders, basic tools leaders can use in supervisory positions, and motivational techniques.

**LEAD 1123 COMMUNICATION IN LEADERSHIP** A study of generational diversity and the differences in behavior that arise from that diversity in the workplace. The course also examines how to communicate effectively with diverse generations.

**LEAD 1133 LEADERSHIP PERFORMANCE** This course is a study of how to identify both organizational and individual goals, develop active listening skills, assess your own personal coaching style as it relates to leadership, and incorporate standards and methods in the performance of daily tasks.

**LEAD 1143 INTRODUCTION TO RESOURCE MANAGEMENT** This course examines the primary function of a leader in a supervisory role, the different levels of management in an organization, the different theories of people management, the organizational systems for project prioritization and time management, and the function of an action plan.

**LEAD 2103 FOUNDATIONS OF LEADERSHIP** This course incorporates leadership theory, types of leaders and characteristics of successful leaders.

**LEAD 2123 MANAGING CONFLICT** This course incorporates problem-solving identification and techniques, approaches to problem solving, the five "whys" of root cause analysis and writing problem statements.

**LEAD 2133 CULTURAL COMMUNICATION** This course incorporates definitions of communication styles across differing cultures and presents strategies and best practices for organizing and conducting group meetings.

**LEAD 2143 FUNDAMENTALS OF PERFORMANCE MANAGEMENT** This course is designed to develop business coaching skills, including defining the role of a coach, developing expectations, receiving feedback, and managing others in a variety of work-related situations.

**LEAD 2153 ORGANIZATIONAL PLANNING** This course is designed to develop organizational planning skills, including understanding a SWOT analysis, planning and assigning roles, and creating and implementing a strategic planning process.

**LEAD 3143 TRANSFORMATIONAL LEADERSHIP** This course analyzes various business leadership styles, defines transformational leadership qualities, and helps the student to develop effective relationship models for a generationally diverse workplace.

**LEAD 3153 PERFORMANCE-DRIVEN TEAMS** This course identifies and analyzes various personality types within an organization and applies principles of performance to business settings.

**LEAD 3163 ADVANCED PERFORMANCE MANAGEMENT** This course analyzes the performance management process within organizations and presents opportunities to create a coaching culture in the workplace.

**LEAD 3173 RESOURCE ALLOCATION AND MANAGEMENT** This course serves to introduce Maslow's Hierarchy of Needs into enthusiasm and reward situations, demonstrates conflict management solutions in the workplace, and provides opportunities to discover and apply time management logs, tables, and grids.

**LEAD 3183 ORGANIZATIONAL BEHAVIOR** This course is designed to introduce and investigate the three steps of strategic planning, create, and develop a strategic planning cycle, and build a ten-year sustainability model within a large organization.

**LEAD 4113 VISIONARY LEADERSHIP** This course covers the characteristics of visionary leaders, investigates Emotional Intelligence and its role within the leadership of an organization, and analyzes Visionary Leadership Self-Assessment models.

**LEAD 4123 ORGANIZATIONAL LEADERSHIP (CHOCTAW NATION)** This course directly identifies the Mission and Values of the Choctaw Nation of Oklahoma, identifies and assesses the core values of the tribal nation, and develops presentational skills promoting the Choctaw Nation of Oklahoma.

**LEAD 4133 LEADING ORGANIZATIONAL PERFORMANCE** This course introduces the performance planning process and the rewards program for departments within an organization, identifies the vision, mission, and culture of an organization, and set alignments for those areas.

**LEAD 4143 BENCHMARKING PERFORMANCE** This course identifies strategies for leading during times of organizational crisis, develops succession planning strategies, and identifies and compares performance and potential for performance in departments within an organization.

**LEAD 4153 LEADING ORGANIZATIONAL SYSTEMS** This course identifies and implements the steps involved in creating a strategic plan, creates metrics to analyze successes and challenges within an organizational system, and assesses both the strategic plan and metrics for viability in an organization.

**LEAD 4950 LEADERSHIP INTERNSHIP** Supervised professional-level leadership assignment with a business firm, government agency, or non-profit organization. (Prerequisite: department approval)

**LEAD 4980 SEMINAR** Small group study of topic announced by department.

**LEAD 4990 RESEARCH PRACTICUM** Independent investigation designed in consultation with the professor.

**LEAD 5980 SEMINAR** Small group study of topic announced by department.

## MANAGEMENT (MNGT)

**MNGT 2123 #INTRODUCTION TO LEADERSHIP** An introduction to the nature of leadership, with a focus on the history and origins of leadership, theoretical approaches to leadership, and the essence of contemporary leadership. Application of these concepts to life experiences will be addressed.

**MNGT 3113 #MANAGEMENT AND ORGANIZATIONAL BEHAVIOR** The study of planning, leading, organizing, and controlling to effectively manage organizations in a dynamic environment. Includes a heavy emphasis on human behavior in organizations.

**MNGT 3123 #CIVIC LEADERSHIP** A study of leadership development and skills necessary for the citizen-leader. The course examines leadership in local civic organizations, school systems, and local, state, and national government. International leadership issues are also examined. (Junior standing required)

**MNGT 3133 ORGANIZATIONAL LEADERSHIP** A survey of theory and research on leadership in formal organizations. The primary focus of the course is on managerial leadership as opposed to parliamentary leadership, leadership of social movements, or informal leadership in peer groups. (Junior standing required)

**MNGT 3143 #PRINCIPLES OF MANAGEMENT** The study of planning, organizing, leading, and controlling with emphasis on the behavioral approach.

**MNGT 3153 HOSPITALITY MANAGEMENT** This course provides students with an overview of the hospitality industry. Topics covered include the growth and development of the hospitality industry, travel and tourism, hotel operations, restaurants and food service, casinos, theme parks, and event management. The focus will be on management and operational functions and responsibilities in areas such as administration, organization, communication, accounting, marketing, and human relations. (Prerequisite: MNGT 3113)

**MNGT 3243 PRODUCTION AND OPERATIONS MANAGEMENT** This course is intended to be a survey of operating practices and models in both manufacturing and service firms. It provides managers with sufficient knowledge to make informed "total business decisions" and to introduce standard terms and concepts for communications with operating personnel. In such a course, it should be recognized that breadth of subject matter, not depth of topic, will be the goal. Emphasis is on skills for operating/controlling systems and less emphasis on design. Topics that are covered are forecasting quality control; inventory and supply chain management; aggregate/capacity planning and scheduling; and project management. (Prerequisites: BUS 2633 and MNGT 3113)

**MNGT 3343 SMALL BUSINESS MANAGEMENT** Starting and managing a small business. (Prerequisite: MNGT 3113)

**MNGT 3443 SUPERVISORY MANAGEMENT** A study of the problems involved between the supervisor and the employee including union involvement. (Prerequisite: MNGT 3113)

**MNGT 3533 HUMAN RESOURCE MANAGEMENT** To acquaint the student with EEO regulations and with modern methods of selection, appraising, training, and solving various personnel problems. (Prerequisite: MNGT 3113 OR POSC 3563 for Public Administration minors)

**MNGT 3733 NATIVE AMERICAN GAMING MANAGEMENT** This course is designed to prepare students for careers in Native American gaming. It explores all facets of casino operations, from food and beverages to cage operations, auditing, marketing, and reporting. It examines the mathematics and utility analysis of gaming, including newly introduced technologies and related practices for gaming and casino operations. Students will also be introduced to the laws and politics of Indian gaming and tribal sovereignty issues. Prerequisite: MNGT 3113

**MNGT 3933 RESTAURANT OPERATIONS** Restaurant operations management will address content areas including industry basics, sanitation, safety, nutrition, marketing, menu planning, design, and pricing, human resources, accounting and financial management, product purchasing, receiving, storing and issuing, and restaurant analysis and improvement. (Prerequisite: MNGT 3113)

**MNGT 3943 HOTEL OPERATIONS** This course is designed to provide the students with a general understanding of the operations and management of today's modern hotels. Students are introduced to the history of the hotel industry, current industry trends and the various departments and managers' responsibilities that are key elements of a hotel operation. (Prerequisite: MNGT 3113)

**MNGT 4113 CONTEMPORARY ISSUES IN LEADERSHIP** A study of the fundamental cultural, ethical, and philosophical issues which are involved in leadership. This course, the capstone requirement for the leadership program, addresses these issues in the context of a required community project. Students will be challenged through these projects to become catalysts for positive change and leadership in their communities. Students will prepare presentations outlining course projects and present them before a panel of professors and community members. (Junior standing required)

**MNGT 4243 QUALITY MANAGEMENT** History, philosophy, and theory of total quality management as presented by authors such as W. Edwards Deming, Joseph Juran, Philip Crosby and others. The focus will be on continuous quality improvement, total quality control, competitive advantage, problem solving, and statistical process control. (Prerequisite: MNGT 3113)

**MNGT 4253 ORGANIZATIONAL BEHAVIOR** Perspectives on modern theories regarding human behavior in organizations. Attention focused on theories and realities of leadership, power, motivation, work-satisfaction, group dynamics, decision-making, and organizational change. (Prerequisite: MNGT 3113)

**MNGT 4353 MANAGEMENT SCIENCE** A continuation of the Production and Operations Management course (MNGT 3243) this course provides students with the proficiency to build mathematical models of complex problems and to solve them using the tools they learn in class. Topics covered will be linear programming; Monte Carlo simulation; and decision analysis. Emphasis is on problem formulation and computer-solving techniques. Most applications will be from operations, finance, and marketing. Prerequisites: MNGT 3113, BUS 2633 and MNGT 3243)

**MNGT 4443 INTERNATIONAL BUSINESS** This course reflects the sensitivity to economic, political, and cross-cultural differences of the global market in relation to planning, pricing, promotion, distribution, and the need to remain competitive. (Prerequisite: MNGT 3113 and MKT 3233)

**MNGT 4533 HOSPITALITY HUMAN RESOURCE MANAGEMENT** This course approaches hospitality human resource management as a decision making process that affects the performance, quality, and legal compliance of the hospitality business as a whole. Beginning with a foundation of the hospitality industry, employment law, and HR policies, the coverage includes recruitment, training, compensation, performance appraisal, environmental and safety concerns, ethics and social responsibility, and special issues. Prerequisite: MNGT 3113

**MNGT 4543 PURCHASING & MATERIALS MANAGEMENT** A study of purchasing and materials management activities in a business environment to include organization, source selection, negotiations, time phased ordering and receipt of material, and evaluation of vendors and manufacturing control. (Prerequisite: MNGT 3113)

**MNGT 4633 BUSINESS POLICY** A capstone course designed to integrate the functional areas of business for corporate and business level strategic decision making. This course is usually taken during the student's last semester of study. (Prerequisites: MKT 3233, FIN 3113, MNGT 3113, and permission)

**MNGT 4653 CONTEMPORARY ISSUES IN MANAGEMENT** Analysis of current events and issues in the field of management. Topics will vary as contemporary issues change. (Prerequisite: MNGT 3113)

**MNGT 4663 ENTREPREURSHIP AND NEW VENTURES** The entrepreneurial process is examined from conception of a business idea to the actual start up of the venture. Topics include environmental scanning for new opportunities,

evaluating practical commercial potential, developing a business plan, and securing financing. (Prerequisite: MNGT 3113)

**MNGT 4753 BUSINESS CONSULTING** Business Consulting is a student led, faculty supervised, business consulting service for area small business owners or nonprofit organizations. Student consultants gain valuable real-world experience by utilizing management skills and knowledge to develop strategic objectives and action steps to support the growth of a small business skills in an active work environment.

**MNGT 4950 MANAGEMENT INTERNSHIP** Supervised professional-level management assignment with a business firm, government agency, or non-profit organization. (Prerequisite: departmental approval)

**MNGT 4960 DIRECTED READING** Individualized literature study selected in consultation with the professor.

**MNGT 4970 SPECIAL STUDIES** Individualized project selected in consultation with the professor.

**MNGT 4980 SEMINAR** Small group study of topic announced by department.

**MNGT 4990 RESEARCH** Independent investigation designed in consultation with the professor.

**MNGT 5153 HUMAN RESOURCE MANAGEMENT** This course is a graduate level introduction to the theory and practice of human resource management. Students will gain an understanding of the impact of human resources on the development of organizational strategy. An emphasis will be placed on human resource decisions and practices and how they are influenced by forces internal and external to the organization, including global competition, technological change, and workforce demographics.

**MNGT 5223 BEHAVIORAL MANAGEMENT** The study of human behavior in organizations and its effect on establishing and attaining organizational goals in an effective and efficient manner.

**MNGT 5333 INTERNATIONAL BUSINESS** This course provides an in-depth examination of the cultural, economic, political, and legal environments of international business, including an overview of the risks, challenges, and opportunities of competing in the global marketplace. Topics include competitive advantage and strategies, importing and exporting, contracting with suppliers and distributors, and foreign direct investment.

**MNGT 5343 COMPETITIVE ADVANTAGE AND STRATEGY** The concepts and tools needed to create a competitive advantage in cost or differentiation are presented through value-chain analysis. A study of the techniques for analyzing industries and competitors with a focus on the development of competitive strategy and strategic decisions.

**MNGT 5443 SUPERVISORY MANAGEMENT** An advanced study of theories and practical applications in the major practices of modern supervision, including leadership, communication, motivation, performance appraisal, staffing, training and employee development.

**MNGT 5453 CONTEMPORARY ISSUES IN MANAGEMENT** This course has been designed to enable graduate students to explore selected leading-edge issues in global business and organizational environments. It provides an opportunity to relate state-of-the-art management concepts to practical situations. The graduate student will gain a greater understanding of the applications of current management practices and techniques to contemporary business issues.

**MNGT 5533 HOSPITALITY HUMAN RESOURCE MANAGEMENT** This is an advanced course that approaches hospitality human resource management as a decision making process that affects the performance, quality, and legal compliance the hospitality business as a whole. Beginning with a foundation of the hospitality industry, employment law, and HR policies, the coverage includes recruitment, training, compensation, performance appraisal, environmental and safety concerns, ethics and social responsibility, and special issues.

**MNGT 5603 STRATEGIC MANAGEMENT** A capstone course for graduate students in the last stage of their course work toward an MBA degree. It covers the integration of the skill and functions of management to develop long range plans and to implement and manage the efforts directed toward the accomplishment of organizational objectives.

**MNGT 5773 PRINCIPLE-CENTERED LEADERSHIP AND ETHICS** This literature-based course emphasizes the individual as decision maker and focuses on ethical issues and dilemmas facing managers and leaders in organizations. The objectives of the course are to raise students' general awareness of ethical dilemmas, to place ethical issues within a management context, to enhance and improve the ability of students to reason toward a satisfactory resolution of an ethical dilemma.

**MNGT 5960 DIRECTED READINGS**

**MNGT 5970 SPECIAL STUDIES**

**MNGT 5980 SEMINAR**

**MNGT 5990 RESEARCH**

## MARKETING (MKT)

**MKT 3233 PRINCIPLES OF MARKETING** A study of the process of planning and executing the conception, pricing, promotion, and distribution of ideas, goods, and services that satisfy individual and organizational objectives.

**MKT 3433 RETAILING** Methods and procedures used in retail store management. Emphasis is on automation in its various forms, the role of the retail executive, the shift in store locations, and the physical distribution of merchandise. (Prerequisite: MKT 3233)

**MKT 3533 PRINCIPLES OF ADVERTISING** The study of advertising principles and practices from the business manager's perspective with an emphasis on marketing communications decision-making. The course includes an integrated approach to promotions management, budget considerations, target marketing, media alternatives and agency operations. (Prerequisite: MKT 3233)

**MKT 3633 CONSUMER BEHAVIOR** An integrative strategic marketing approach to consumer behavior which provides the student with a comprehensive framework for analyzing consumers. (Prerequisite: MKT 3233)

**MKT 3643 INTEGRATED MARKETING COMMUNICATIONS** Focuses on the management of promotional programs which include elements of advertising, personal selling, sales promotion, and public relations. Emphasis on creating, executing, and evaluating promotional programs. (Prerequisites: MKT 3233) Previously listed as Promotional Strategies

**MKT 4123 INTERNATIONAL MARKETING** This course provides an informed appreciation of international marketing as an academic subject and management practice. Topics covered include application of the marketing mix to an international environment, the effects of cultural, economic, governmental, and technical environments on the marketing function, challenges in international marketing research, and the organizational structure of multi-national firms. The focus is on the marketing management function in an international context. (Prerequisite: MKT 3233 and permission of instructor.)

**MKT 4243 SALES AND SALES MANAGEMENT** Focuses on interpersonal communications between buyers and sellers and the management of the sales force. Topics covered include personal sales presentations and hiring, training, motivating, supervising, and evaluating sales representatives. (Prerequisite: MKT 3233)

**MKT 4333 MARKETING RESEARCH** The role of research in the marketing management decision-making process. This project based course examines various methods of data gathering techniques along with quantitative and qualitative methods of data analysis. (Prerequisites: ECON 2633 and MKT 3233)

**MKT 4433 HOSPITALITY AND TOURISM MARKETING** This course applies marketing principles, theories and concepts to develop marketing strategies for hospitality, recreation, and tourism organizations. Learning outcomes include identifying marketing strategies for hospitality/tourism, differentiating services marketing, understanding the role of customer expectation, and demonstrating the ability to communicate both orally and in writing. Prerequisite: MKT 3233

**MKT 4443 SERVICES MARKETING** The course will provide students with the foundations of services marketing, current trends and issues. Students will be introduced to the gaps model of service quality and the framework necessary to provide the structure needed to address unique challenges in services. Finally, strategies will be introduced to address the specific gaps. (Prerequisite: MKT 3233)

**MKT 4453 MARKETING LOGISTICS AND SUPPLY CHAIN MANAGEMENT** Focuses on the design and management of supply chains through such topics as infrastructure design, supplier-customer partnerships, risk management, information flow, materials management, and distribution, financing, and data management. Integrates the concept of value chain into supply chain management. (Prerequisites: MNGT 3113 and MKT 3233)

**MKT 4533 SOCIAL MEDIA MARKETING** This course takes an in-depth look at social networks, social media



platforms, and online advertising to offer students an advantage in many positions involving marketing, consulting, and brand management. Students with an interest in entrepreneurship will also find the course useful as new businesses often rely on social media marketing. (Prerequisite: MKT 3233)

**MKT 4643 MARKETING MANAGEMENT** Analysis of the appropriate management of marketing program objectives. Integrates product, promotion, pricing, and distribution concepts into marketing strategy development, implementation, and control. (Prerequisites: MKT 3233, MKT4433)

**MKT 4653 CONTEMPORARY ISSUES IN MARKETING** Analysis of current issues and trends in the field of marketing. Topics selected for emphasis will vary as contemporary issues change. (Prerequisite: MKT 3233)

**MKT 4950 MARKETING INTERNSHIP** Supervised professional-level marketing assignment with a business firm, government agency, or non-profit organization. (Prerequisite: departmental approval)

**MKT 4960 DIRECTED READING** Individualized literature study selected in consultation with the professor.

**MKT 4970 SPECIAL STUDIES** Individualized project selected in consultation with professor.

**MKT 4980 SEMINAR** Small group study of topic announced by department.

**MKT 4990 RESEARCH** Independent investigation designed in consultation with the professor.

**MKT 5243 MARKETING MANAGEMENT** An integrative course utilizing the comprehensive case study method to develop experiences in effective application of marketing strategies to create competitive advantages. Emphasis is on the relationship of the marketing function in a multinational context.

**MKT 5433 HOSPITALITY AND TOURISM MARKETING** This course applies advanced marketing principles, theories and concepts to develop marketing strategies for hospitality, recreation, and tourism organizations. Learning outcomes include identifying marketing strategies for hospitality/tourism, differentiating services marketing, understanding the role of customer expectation, and demonstrating the ability to communicate both orally and in writing at the graduate level.

**MKT 5533 SOCIAL MEDIA MARKETING** This course takes an in-depth look at social networks, social media platforms, and online advertising to offer students an advantage in many positions involving marketing, consulting, and brand management. Students with an interest in entrepreneurship will also find the course useful as new businesses often rely on social media marketing.

**MKT 5633 CONSUMER BEHAVIOR** An advanced, integrated analysis of internal and external influences on consumer learning, perception and brand loyalty. Theoretical foundations will be discussed as well as practical applications to develop, evaluate, and implement effective marketing strategies.

## MATHEMATICS (MATH)

**MATH 0114 ELEMENTARY ALGEBRA** A course for students with little or no previous algebra background. Topics include arithmetic review, real number operations, linear equations and inequalities, polynomial operations, rational expressions, and square roots. (No college credit.)

**MATH 0123 INTERMEDIATE ALGEBRA** A course for students who need to review algebra skills. Topics include real number operations, linear equations and inequalities, polynomial operations, rational expressions, and radical expressions. (No college credit.)

**MATH 1103 MATH FOR ELEMENTARY MAJORS I** Structure of the rational number system. (Will not count toward a major or minor in mathematics or a certificate to teach mathematics.)

**MATH 1203 MATH FOR ELEMENTARY MAJORS II** Applications of the structure of the rational number system to algorithms. (Will not count toward a major or minor in mathematics or a certificate to teach mathematics.)

**MATH 1213 #ALGEBRA FOR COLLEGE STUDENTS** Real number system, linear equations, polynomials, inequalities, systems of equations.

**MATH 1303 #MATHEMATICS IN THE LIBERAL ARTS** Set theory, logic, finite systems, number sequences, counting techniques, algebra, geometry. [Prerequisite: Either (a) Math ACT of at least 19, (b) a passing score on the Math CPT exam, or (c) MATH 0114 or MATH 0123.]

**MATH 1403 APPLIED TRIGONOMETRY** A course designed for the technical/occupational student, with emphasis on the application of trigonometry in developing basic concepts and computational aspects of plane and solid geometry and complex numbers.

**MATH 1513 #COLLEGE ALGEBRA** The study of functions, systems of equations, theory of equations, sequences and series, matrices and determinants, combinatorics. (Prerequisite: MATH ACT of at least 19 or a passing score on the departmental placement exam or MATH 0123.)

**MATH 1543 #ALGEBRA FOR THE SCIENCES** An introduction to critical thinking and algebra skills necessary for the natural sciences. Emphasis is on applications. [Prerequisite: Either (a) Math ACT of at least 19, (b) a passing score on the departmental placement exam, or (c) MATH 0114, or (d) MATH 0123]

**MATH 1613 #TRIGONOMETRY** Trigonometric and inverse functions, vectors, identities, complex numbers, exponential and logarithmic functions and applications. (Prerequisite: MATH 1513 or equivalent)

**MATH 2003 TECHNOLOGY FOR MATHEMATICS** An introduction to some of the technology used in the practice and teaching of mathematics. Topics covered include graphing calculators, computer algebra systems, mathematics on the World Wide Web, and other appropriate software applications. (Prerequisite or Corequisite: MATH 1613 or equivalent)

**MATH 2013 #INTRODUCTION TO DISCRETE MATH** Mathematical induction, relations, functions, combinatorics, graph theory, trees, and finite state automata. (Prerequisite: CS 1313)

**MATH 2113 #ANALYTIC GEOMETRY** Cartesian coordinate system, conics, parametric equations, transformation of axes, introduction to solid analytic geometry. (Prerequisite: MATH 1613 or departmental approval)

**MATH 2133 BUSINESS MATH** Decimals, percentage, marketing and accounting mathematics, interest, depreciation, taxes.

**MATH 2143 #BRIEF CALCULUS WITH APPLICATIONS** An introduction to the calculus of elementary functions, with an emphasis on applications in Business and the Life Sciences. (Prerequisite: MATH 1513 or MATH 1543 or equivalent) (Will not count towards a major in mathematics or mathematics education.)

**MATH 2215 #CALCULUS I** Functions, limits, derivatives, integrals, differentiation and integration of transcendental functions, applications. (Prerequisite: MATH 1613 or MATH 2113 or departmental approval)

**MATH 2283 #INTRODUCTION TO LOGIC** Study of the syllogism, fallacies, symbolic logic, and developments in logic in the 20th century. (NOTE: This is an Honors class and permission is required.)

**MATH 2315 #CALCULUS II** Techniques of integration, improper integrals, infinite series, parametric equations, vector functions, partial differentiation, multiple integration, line and surface integrals, applications. (Prerequisites: MATH 2215)

**MATH 3023 METHODS IN MATHEMATICS AT THE PRIMARY LEVEL** Study of mathematical concepts for the primary grades and methods of teaching these concepts. (Prerequisite: MATH 1303) (Will not count toward a major or minor in mathematics or a certificate to teach mathematics.)

**MATH 3033 METHODS IN MATHEMATICS AT THE INTERMEDIATE LEVEL** Study of mathematical concepts for the intermediate grades and methods of teaching these concepts. (Prerequisite: MATH 1303) (Will not count toward a major or minor in mathematics or a certificate to teach mathematics.)

**MATH 3113 #MULTIVARIATE CALCULUS** Partial differentiation, multiple integration, topics from vector calculus, introduction to first and second order differential equations. (Prerequisite: MATH 2315)

**MATH 3123 #FINITE MATHEMATICS FOR ELEMENTARY MAJORS** Study of number theory, probability, and statistics for elementary education majors. (Prerequisites: MATH 1303, one of MATH 1513 or MATH 1543.) (Will not count toward a major or minor in mathematics or a certificate to teach mathematics.)

**MATH 3133 #GEOMETRY FOR ELEMENTARY MAJORS** Study of geometry concepts such as measurement, congruence, constructions, lines and circles for elementary education majors. (Prerequisites: MATH 1303, one of MATH 1513 or MATH 1543) (Will not count toward a major or minor in mathematics or a certificate to teach mathematics.)

**MATH 3213 #DIFFERENTIAL EQUATIONS** Introduction to the theory of ordinary differential equations. (Prerequisite: MATH 2315)

**MATH 3283 #FOUNDATIONS OF MATHEMATICS** Proof techniques, functions, relations, countable and uncountable sets. (Prerequisite: MATH 2315 or departmental approval)

**MATH 3323 #COLLEGE GEOMETRY** Elementary concepts of Euclidean geometry, introduction to non-Euclidean geometries. (Prerequisites: MATH 2315)

**MATH 3343 #NUMBER THEORY** Divisibility of integers, congruencies, quadratic residues, mathematical induction, distribution of primes, Diophantine equations, numerical functions, continued fractions. (Prerequisite: MATH 3283)

**MATH 4113 #REAL ANALYSIS** Functions, sequences, limits, continuity, differentiation, integration. (Prerequisite: MATH 3283)

**MATH 4133 #LINEAR ALGEBRA** An introduction to matrices, vector spaces, linear transformations, and eigen values. (Prerequisite: MATH 2215)

**MATH 4213 #COMPLEX VARIABLES** Complex numbers, analytic functions, elementary functions, integrals, series, residues, conformal mappings. (Prerequisite: MATH 3283)

**MATH 4223 #POINT SET TOPOLOGY** Introductory topics in point set topology. (Prerequisite: MATH 3283)

**MATH 4233 #ABSTRACT ALGEBRA I** Sets, mappings, groups, rings, integral domains, fields. (Prerequisite: MATH 3283)

**MATH 4333 #ABSTRACT ALGEBRA II** A continuation of Abstract Algebra I. (Prerequisite: MATH 4233)

**MATH 4523 #COMBINATORICS** Permutations and combinations, enumeration, generating functions, systems of distinct representatives, algorithms, graph theory, design theory, Ramsey theory. (Prerequisite: MATH 2013 or MATH 2215)

**MATH 4543 MATHEMATICS OF FINANCE** Interest, annuities, amortization, sinking funds, perpetuities, bonds, depreciation, insurance.

**MATH 4653 #HISTORY OF MATHEMATICS** Origins, philosophy, and chronological development of the mathematical sciences. (Prerequisite: MATH 2215)

**MATH 4703 MATHEMATICS METHODS FOR ELEMENTARY MAJORS** Study of methods of teaching concepts encountered in the elementary school curriculum. (Prerequisites: MATH 3123 and 3133) (Will not count toward a major or minor in mathematics or a certificate to teach mathematics.)

**MATH 4903 METHODS & MEDIA IN SECONDARY MATHEMATICS** Development of secondary mathematics in the United States, general aspects of the teaching of mathematics, study of teaching various high school math courses. (Will not count toward a major or minor in mathematics. Prerequisite: admission to Teacher Education)

**MATH 4960 DIRECTED READING****MATH 4970 SPECIAL STUDIES****MATH 4980 SEMINAR****MATH 4990 RESEARCH**

**MATH 5113 PRINCIPLES OF MATHEMATICS** Sets, real number properties, intuitive geometry, measurement, and other topics appropriate for teachers of Elementary School Mathematics. (Will not count toward the M.Ed. in Secondary Education)

**MATH 5133 THEORY OF INFERENCES** Topics in logic with emphasis on applications of principles of valid reasoning to problems encountered in various disciplines.

**MATH 5223 MATHEMATICAL STRUCTURES I** Topics from modern and classical algebra with emphasis on the structure of the real number system.

**MATH 5273 TOPICS IN MATH FOR THE ELEM SCHOOL** Geometry, number theory, problem solving techniques, curriculum development. (Will not count toward the M.Ed. in Secondary Education).

**MATH 5323 MATHEMATICAL STRUCTURES II** Study of mathematical systems: groups, rings, integrals, domains, fields.

**MATH 5343 GEOMETRICAL STRUCTURES I** Euclidean geometry as a mathematical system and as a source of mathematical models.

**MATH 5443 GEOMETRICAL STRUCTURES II** Theory of incidence geometries, introduction to projective and affine geometrics.

**MATH 5513 THE TEACHING OF ALGEBRA AND FUNCTIONS** Learning and teaching concepts of algebra in a problem-based, student-centered environment, incorporating technology and manipulatives where appropriate. Participants will develop a deeper understanding of key ideas through discussion and evaluation of solution methods of peers and analysis of student work.

**MATH 5523 THE TEACHING OF NUMBER AND OPERATIONS** Learning and teaching number and operations in a problem-based, student-centered environment, incorporating technology and manipulatives where appropriate. Participants will develop a deeper understanding of key ideas through discussion and evaluation of solution methods of peers and analysis of student work.

**MATH 5533 THE TEACHING OF GEOMETRY AND MEASUREMENT** Learning and teaching geometry and measurement in a problem-based, student-centered environment, incorporating technology and manipulatives where appropriate. Participants will develop a deeper understanding of key ideas through discussion and evaluation of solution methods of peers and analysis of student work.

**MATH 5543 MATHEMATICAL PROBLEM SOLVING FOR TEACHERS** An introduction to mathematical problem solving through a series of exploratory problems designed to give teachers an insight into problem solving.

**MATH 5553 TEACHING OF DATA ANALYSIS, STATISTICS, & PROBABILITY** Learning and teaching data collection and analysis, statistics, and probability in a problem-based, student-centered environment, incorporating technology and manipulatives where appropriate. Participants will develop a deeper understanding of key ideas through discussion and evaluation of solution methods of peers and analysis of student work.

**MATH 5593 PROBLEMS AND ISSUES IN MATHEMATICS EDUCATION** Current problems and issues in mathematics education. Possible topics include: planning mathematics curriculum; assessing student learning; accountability and high-stakes testing; managing instruction; and providing for individual student needs.

**MATH 5623 ANALYSIS** Functions, sequences, limits, continuity and other topics from elementary real analysis.

**MATH 5960 DIRECTED READINGS****MATH 5970 SPECIAL STUDIES****MATH 5980 SEMINAR****MATH 5990 RESEARCH FOR MASTER'S THESIS****MUSIC (MUS)**

**MUS 1101 #MUSIC THEORY & LIT I AURAL LAB** Development of basic aural skills related to sight singing, rhythmic dictation, and keyboard harmony, using examples from all major stylistic periods. Concurrent with MUS 1203.

**MUS 1113 #MUSIC IN AMERICAN SOCIETY** A listening survey of popular styles in America, such as folk, jazz, rock, or country-western.

**MUS 1123 #MUSIC LITERATURE AND APPRECIATION** A listening survey of the music of Western civilization from the Romantic and 20th century periods.

**MUS 1132 BEGINNING MUSIC READING** This course is designed to provide the student with basic music reading, listening and music identification skills.

**MUS 1203 #MUS THEORY & LIT I, INTRO TO MUS STUDY** Study of basic concepts of musical language, forms and concepts, using examples of literature from all major stylistic periods.

**MUS 1213 #FUNDAMENTALS OF MUSIC** The rudiments of music, functional notation, and acoustic principles in historical context for beginners in music study. (Not for music majors)

**MUS 1231 #MUSIC THEORY & LIT II AURAL LAB** Aural analysis and skills including: beginning music reading, dictation, keyboard harmony and aural analysis of standard works. Continuation of MUS 1101. (Prerequisite: MUS 1101 or permission of instructor. Concurrent with MUS 1243)

**MUS 1243 #MUS THEORY & LIT II, ELEM WRITING & ANALYSIS** Basic compositional procedures and analytical systems; melodic study, two-part compositions and analysis of literature. (Prerequisite: MUS 1203 or permission of instructor)

**MUS 1302 INTRODUCTION TO MUSIC EDUCATION** An overview of the music education profession, emphasizing the history, philosophy, and standard practices of the public school music classroom.

**MUS 1400 RECITAL ATTENDANCE** Opportunities to hear performances of diverse literature. (Required for all music majors)

**MUS 1411 CHORAL UNION** A vocal ensemble of mixed voices that performs large scale works such as cantatas, masses and oratorios; open to both university students and members of the community. (May be repeated for credit)

**MUS 1420 UNIVERSITY CHORALE** A vocal ensemble of mixed voices that performs choral music from all style periods in regular campus and off-campus concerts and tours; open to all university students by audition. (May be repeated, and taken for 1 or 2 hours credit)

**MUS 1430 UNIVERSITY BAND** Open to all university students upon audition and acceptance by the conductor. Marching band during football season, concert band during remainder of year. (May be repeated, and taken for 1 or 2 hours credit)

**MUS 1451 MEN'S GLEE CLUB** A variety of music will be performed from the literature composed expressly for men's voices. (Open to all men, may be repeated for credit)

**MUS 1460 WOMEN'S CHORUS** A variety of music will be performed from the literature composed expressly for women's voices. (Open to all women, may be repeated for credit)

**MUS 1470 JAZZ ENSEMBLE STAGE BAND** Open to all university students. Audition and permission required. Study and performance of swing, jazz and popular music of the 20th Century. (May be repeated, and taken for one or two hours credit.)

**MUS 1510 LOWER-DIVISION SECONDARY APPLIED MUSIC** Individual instruction in voice, keyboard, or orchestral instrument. (Field of study is course title. May be repeated for credit.)

**MUS 2141 BEGINNING CLASS PIANO** Class instruction in the fundamentals of keyboard technique for beginning piano students.

**MUS 2201 #MUSIC THEORY & LIT III AURAL LAB** Continuation of MUS 1231. Aural analysis and sight reading of diatonic melodies, contrapuntal dictation in two parts and harmonic dictation using all diatonic triads. (Prerequisite: MUS 1231. Concurrent with MUS 2213)

**MUS 2213 #MUSIC THEORY & LIT III, INTERM WRIT & ANALYS** Continuation of MUS 1243. Two- and three-part compositions and analysis of monothematic and strophic forms, diatonic triads, seventh chords and modulation. (Prerequisite: MUS 1243)

**MUS 2231 #MUSIC THEORY & LIT IV AURAL LAB** Continuation of MUS 2201. Aural analysis; harmonic dictation of chromatic harmony; sight reading of modulation melodies. (Prerequisite: MUS 2201. Concurrent with MUS 2243)

**MUS 2243 #MUSIC THEORY & LIT IV, ADV WRIT & ANALYS** Continuation of MUS 2213. Four-part writing and analysis, smaller homophonic forms, chromatic harmony and advanced modulation. (Prerequisite: MUS 2213)

**MUS 2301 PIANO ACCOMPANYING** Required of all piano Bachelor of Music Performance degree students. Students will accompany a vocal ensemble and be assigned to accompany students in solo and chamber music performances.

**MUS 2341 ELEMENTARY CLASS PIANO I** First semester of piano study in the sequence of piano curriculum for music majors. Music majors must pass with a grade of "C" or better. Class instruction in the development of a basic functional knowledge of the piano.

**MUS 2361 CHILD/ADOLESCENT VOICE DEVELOPMENT** Study of the physiological development of the adolescent, pubertal, and high school singing voice. Students will explore age-appropriate vocalizes designed to improve singing skills among adolescent singers.

**MUS 2401 ELEMENTARY BRASS CLASS** Brass pedagogy involved in teaching Trumpet, Horn, Trombone, Euphonium and Tuba in public schools; to acquire the ability to play simple melodies and scales. (Semiprivate)

**MUS 2411 ELEM WOODWIND CLASS** Woodwind pedagogy involved in teaching Flute, Oboe, Clarinet, and Bassoon in public schools; to acquire the ability to play simple melodies and scales. (Semiprivate)

**MUS 2421 ELEM STRING CLASS** Class instruction in the fundamentals of string technique for beginning string students. (Semiprivate)

**MUS 2431 ELEM PERCUSSION CLASS** Class instruction in the fundamentals of percussion technique for beginning percussion students. (Semiprivate)

**MUS 2441 ELEMENTARY CLASS PIANO II** Class instruction in the fundamentals of keyboard technique for beginning piano students. (Semiprivate; may be repeated for credit) Second semester of study in sequence of piano curriculum for music majors. Music majors must pass with a grade of "C" or better. Continuation of MUS 2341

**MUS 2451 ELEM VOICE CLASS** Elementary instruction in basic vocal technique combined with an elementary survey of appropriate vocal literature. (Semiprivate; may be repeated for credit)

**MUS 2461 ELEM GUITAR CLASS** A recreational course for personal and general education enrichment. (Semiprivate; may be repeated for credit)

**MUS 2471 LYRIC DICTION I** A study of the international phonetic alphabet as it applies to singing. Course includes laboratory experiences in pronunciation and performance through vocal literature. (English and Italian)

**MUS 2481 LYRIC DICTION II** A study of the international phonetic alphabet as it applies to singing. Course includes laboratory experiences in pronunciation and performance through vocal literature. (German and French)(Prerequisite MUS 2471)

**MUS 2510 LOWER-DIVISION MAJOR APPLIED MUSIC**

Individual instruction in voice, keyboard, and orchestral instruments. (Field of study is course title. May be repeated for credit.)

**MUS 2541 INTERMEDIATE CLASS PIANO I**

Third semester of piano study in the sequence of piano curriculum for music majors. Music majors must pass with a grade of "C" or better. Demonstration of ability to successfully complete any four of the seven proficiency skills. The four will be chosen from: sight-reading, harmonization, transposition, 1 hymn & 3 patriotic songs, all major/minor scales, chords and arpeggios (all two octaves), accompaniment, d open score. (Prerequisite: MUS 2441)

**MUS 2641 INTERMEDIATE CLASS PIANO II**

Fourth semester of piano study in the sequence of piano curriculum for music majors. Music majors must pass with a grade of "C" or better. Demonstration of ability to successfully complete the remaining two or three proficiency skills listed for MUS 2541 depending on the degree sought. (Prerequisite: MUS 2541)

**MUS 3092 GUITAR LITERATURE**

A survey of classical guitar literature in a broad historical, formal and technical context.

**MUS 3102 BRASS LITERATURE**

A survey of literature for the various instruments in the brass family, taken from all historical style periods.

**MUS 3113 #HISTORY OF MUSIC I**

A study of the evolution of musical styles and forms from antiquity through the Baroque era.

**MUS 3123 #HISTORY OF MUSIC II**

A continuation of MUS 3113. Study of styles and forms from the Classic period to the present.

**MUS 3133 #INTRODUCTION TO WORLD MUSIC**

This is a survey course in which music is studied within the context of culture. This will involve studying music from a global perspective, exploring music both as a phenomenon of sound and a phenomenon of culture. Students will examine representative examples of music in the Western and non-Western world and develop a vocabulary and deeper understanding to discuss the musical and social aspects of each culture. In addition, students will learn to identify style characteristics, structural components, instruments, ensemble types, and dance forms from each culture.

**MUS 3142 PERCUSSION LITERATURE**

A survey of literature for the various instruments in the percussion family, taken from all historical style periods.

**MUS 3152 PIANO LITERATURE**

A survey of piano literature from all style periods.

**MUS 3162 VOCAL LITERATURE**

A survey of solo vocal literature for all voice types, from all historical style periods.

**MUS 3172 WOODWIND LITERATURE**

A survey of solo literature for the various instruments in the woodwind family, taken from all historical style periods.

**MUS 3182 WIND BAND LITERATURE**

A survey of wind band literature suitable for various levels of instruction spanning the documented history of the medium from 1550 to the present.

**MUS 3192 CHORAL LITERATURE** One semester course designed to survey choral music literature from the perspective of historically significant works and the utilitarian perspective of appropriateness for particular types of ensembles.

**MUS 3201 #MUSIC THEORY & LIT V AURAL LAB**

Continuation of MUS 2231. Aural analysis; advanced music reading problems including contemporary music. Concurrent with MUS 3213. (Prerequisite: MUS 2231)

**MUS 3213 #MUS THEORY & LIT V, CONTRP WRIT & ANALYS**

Continuation of MUS 2243. Composition and analysis of contrapuntal forms (invention, fugue, choral prelude); advanced chromatic harmony. (Prerequisite: MUS 2243)

**MUS 3231 #MUSIC THEORY & LIT VI AURAL LAB**

Continuation of MUS 3201. Aural analysis, advanced problems in sight singing, dictation and keyboard harmony. Concurrent with MUS 3243. (Prerequisite: MUS 3201)

**MUS 3243 #MUS TH & LIT VI CONT WRITING & ANALY**

Continuation of MUS 3213. Composition and analysis in contemporary forms and systems. (Prerequisite: MUS 3213)

**MUS 3302 BRASS PEDAGOGY**

A study of teaching methods appropriate for brass instruments.

**MUS 3323 MUSIC METHODS & MATERIALS FOR CLASSROOM TEACHERS**

Materials and methods of teaching music at the elementary school level. (Not for music majors)

**MUS 3332 MARCHING BAND TECHNIQUES**

Techniques of planning shows and drills for marching band and adjunct marching units, emphasizing perspectives and performance techniques.

**MUS 3342 PERCUSSION PEDAGOGY**

A study of teaching methods appropriate for percussion instruments.

**MUS 3352 PIANO PEDAGOGY**

A study of teaching methods appropriate for the piano.

**MUS 3362 VOCAL PEDAGOGY**

A study of teaching methods appropriate for the various voice types.

**MUS 3372 WOODWIND PEDAGOGY**

A study of teaching methods appropriate for woodwind instruments.

**MUS 3383 #MUSIC TECHNOLOGY AND INTEGRATION**

This course will provide opportunities for students to investigate the various ways music technology is utilized in society. Concepts related to sound reproduction, recording hardware and software, music sequencing, and notational software will be important components for course presentations.

**MUS 3392 GUITAR PEDAGOGY**

A survey of pedagogical resources and methods of the classic guitar.

**MUS 3401 INTERMEDIATE BRASS CLASS**

Continuation of MUS 2401; to acquire knowledge concerning intonation problems, basic acoustics, etc., while developing a playing ability equivalent to an intermediate method book. (Prerequisite: MUS 2401 or permission of instructor.Semiprivate)

**MUS 3411 INTERMEDIATE WOODWIND CLASS**

Continuation of MUS 2411; to acquire knowledge concerning intonation problems, basic acoustics, etc., while developing a

playing ability equivalent to an intermediate method book. (Prerequisite: MUS 2411 or permission of instructor. Semiprivate)

**MUS 3421 INTERMEDIATE STRING CLASS** Continuation of MUS 2421. (Prerequisite: MUS 2421 or permission of instructor. Semiprivate)

**MUS 3441 ADVANCED CLASS PIANO I** Fifth semester of study in sequence of piano curriculum for music majors. Music majors must pass with a grade of "C" or better. Additional study in literature, sight-reading, open score, transposition, ensemble, and harmonization skills. Continuation of MUS 2441. (Prerequisite: MUS 2641 or permission of instructor, Semiprivate; may be repeated for credit)

**MUS 3451 INTERMEDIATE VOICE CLASS** Continuation of MUS 2451. (Prerequisite: MUS 2451 or permission of instructor. Semiprivate; may be repeated for credit)

**MUS 3461 INTERMEDIATE GUITAR CLASS** Continuation of MUS 2461. (Prerequisite: MUS 2461 or permission of instructor. Semiprivate)

**MUS 3471 PRINCIPLES OF CONDUCTING** Introduction to the principles of conducting; baton techniques; beat patterns; rehearsal procedures; development of physical coordination through actual participation in class.

**MUS 3481 INSTRUMENTAL CONDUCTING** Study and application of the principles of conducting relative to instrumental ensemble literature; comparative examination of conducting and rehearsal techniques, score reading, terminology and actual ensemble conducting experience. (Prerequisite: MUS 3471)

**MUS 3491 CHORAL CONDUCTING** Study and application of the principles of conducting in relation to vocal ensemble literature with attention to choral tone, diction, score study, style and interpretation with actual ensemble conducting experience. (Prerequisite: MUS3471)

**MUS 3510 UPPER-DIVISION SECONDARY APPLIED MUSIC** Individual instruction in voice, keyboard, and orchestral instruments. (Field of study is course title. May be repeated for credit.)

**MUS 3541 ADVANCED CLASS PIANO II** Sixth semester of piano study in the sequence of piano curriculum for music majors. Music majors must pass with a grade of "C" or better. Continuation of MUS 3441

**MUS 3592 ADVANCED DICTION** Advanced application of phonetics, articulation, and pronunciation of German and French languages through selected vocal and operatic literature with continued study of the international phonetic alphabet. (Prerequisite MUS 2741 and MUS2481)

**MUS 3641 ADVANCED CLASS PIANO III** Seventh semester of piano study in the sequence of piano curriculum for music majors. Music majors must pass with a grade of "C" or better. Continuation of MUS 3541.

**MUS 4202 ORCHESTRATION** Study of tonal resources and capabilities of all orchestral instruments. Opportunities are provided to score existing and original compositions in an orchestral texture. (Prerequisite: MUS 2213)

**MUS 4212 INSTRUMENTATION** Demonstration of the instruments of the band and a study of basic transpositions and ranges; transcriptions for ensembles and full band. (Prerequisite: MUS 2213)

**MUS 4220 RECITAL PERFORMANCE** Performance of degree or non-degree student recitals. All student recitals are subject to faculty hearings. Preparation for student degree recitals. Coaching, accompanying, program note preparation, and recording.

**MUS 4232 ADVANCED COMPOSITION** Advanced study of 20th-century literature; advanced analytical problems; directed opportunities to utilize traditional and contemporary compositional techniques. (Prerequisite: MUS 3243 or permission of instructor)

**MUS 4241 RECITAL PERFORMANCE FOR B.M. MAJORS** Performance of recital for candidates in the Bachelor of Music in Performance degree. Assessment of recital includes areas of performance facility (technique, intonation, tone, articulation/diction, and rhythm), musicality (phrasing, dynamics, interpretation, and performance practice), and performance preparation (stage presence, memorization, and program notes). All students recitals are subject to faculty hearings. Candidates in the Bachelor of Music Education degree may enroll in this course as an elective.

**MUS 4303 METHODS & MATERIALS IN ELEMENTARY MUSIC** Resources, materials, and techniques for the elementary school music specialist. For all music education majors. (Will not count toward a major or minor in music. Prerequisite: admission to Teacher Education)

**MUS 4313 METHODS & MATERIALS IN INSTRUMENTAL MUSIC** Resources, materials and techniques for the instrumental music specialist. For instrumental and combined music education majors only. (Will not count on a major or minor in music. Prerequisite: admission to Teacher Education)

**MUS 4323 METHODS & MATERIALS IN VOCAL MUSIC** Resources, materials and techniques for the vocal music specialist. For vocal and combined music education majors only. (Will not count toward a major or minor in music. Prerequisite: admission to Teacher Education)

**MUS 4332 COMPARATIVE PIANO METHODS & MEDIA** A critical study of available piano courses and methods. Principles of a sound pedagogical approach for individual and group study of piano.

**MUS 4401 INSTRUMENTAL ENSEMBLE** Performance and study of smaller ensemble music according to class listing, performances of student projects; discussion of styles and ideas in performance. Offerings include Brass, Woodwind, and Percussion ensembles. (Prerequisite: permission of instructor; may be repeated for credit)

**MUS 4410 VOCAL ENSEMBLE** Open to all university students by audition according to class listing. Offerings include Opera Workshop, and Chamber Singers. (May be repeated for credit)

**MUS 4440 CAPSTONE PROJECT** Major final project in the field of music, completed in consultation and with the supervision of an advising professor. (Permission required)

**MUS 4510 UPPER-DIVISION MAJOR APPLIED MUSIC**

Individual instruction in voice, keyboard, and orchestral instruments. (Field of study is course title. May be repeated for credit.)

**MUS 4960 DIRECTED READING**

Individualized literature study selected in consultation with the professor. (Prerequisite: permission of instructor)

**MUS 4970 SPECIAL STUDIES**

Individualized project selected with the advice of the professor. (Prerequisite: permission of instructor)

**MUS 4980 SEMINAR**

Small group study of topic announced by department (Prerequisite: department approval)

**MUS 4990 RESEARCH**

Independent investigation designed in consultation with the professor. (Prerequisite: permission of instructor)

**MUS 5001 MUSIC THEORY REVIEW**

This course will cover the material of an entire undergraduate theory sequence from key signatures to pitch sets. It is expected that this material is mostly a review, and is intended to both prepare students for advanced classes in music theory required at the graduate level and complete their musical training. Topics covered include part writing, analysis, basic forms, counterpoint, and twentieth-century techniques.

**MUS 5011 MUSIC HISTORY REVIEW**

This course is designed to provide the incoming graduate student a general overview of the history, literature, styles, and techniques in music in preparation for advanced study in Music History. This course will include listening, score-reading, analysis and vocabulary to assist students in communicating ideas about music.

**MUS 5182 ADVANCED INSTRUMENTAL LITERATURE**

This course will provide a comprehensive survey of early, traditional, and contemporary wind band literature with a focus on performance practice analysis, and conducting techniques. Repertoire will be selected from a wide range of grade levels. Students will be able to apply knowledge garnered from this course immediately into their own classrooms. Prerequisite: admission to Master of Music Education Program Corequisite: MUS 5203 Advanced Conducting and Score Reading

**MUS 5192 ADVANCED CHORAL LITERATURE**

One semester course designed to survey contemporary choral music literature from A) the perspective of historically significant works and B) the utilitarian perspective of appropriateness for particular types of ensembles. Prerequisite: admission to Master of Music Education Program. Co-requisite: MUS 5203 Adv Conducting and Score Reading

**MUS 5203 ADV CONDUCTING & SCORE READING**

Conducting problems in both choral and instrumental literature of all periods; open choral score and instrumental score reading at the piano.

**MUS 5213 FORM AND ANALYSIS**

Students in this course will study the forms and processes that define musical structure. Analysis is a vital activity for all musicians, especially those in music education. This course begins with definitions of the structural components of music composition and continues to descriptions of simple and complex forms. Learning to comprehend and analyze listening examples and scores will be

the primary focus throughout the semester. Students will study assigned readings and give presentations on musical works within their particular interest.

**MUS 5233 ORCHESTRATION**

This course, designed for music educators, is an intensive study of transcription, orchestration, and arranging. Students will study pieces for instructional and vocal groups. This class includes analysis, lectures, score study, listening, class presentations, and orchestration and transcription assignments. Emphasis is placed on transcribing and arranging for elementary, junior, and senior high ensembles. During the semester students will write a series of arrangements for various instrumental and choral groups and complete a final project for band or choir that will be read by a live group.

**MUS 5243 ADVANCED STUDY IN MUSIC THEORY**

Advanced study includes analysis and composition using the harmony, musical form, and theories of music. Course material will be individualized based on students' interests and advice of the instructor.

**MUS 5303 ADV METHODS & MEDIA IN ELEM SCHOOL MUSIC**

Advanced methods and media in elementary school music including exploration of new materials and ideas in elementary music and their presentation.

**MUS 5313 ADVANCED METHODS & MEDIA IN INSTRUMENTAL MUSIC**

The organization and administration of the entire instrumental program; plans and techniques of class instruction in instruments; rehearsal routine; methods and materials.

**MUS 5323 ADV METHODS & MEDIA IN VOCAL MUSIC**

A survey of solutions to problems in teaching vocal music and an examination of current materials.

**MUS 5333 HISTORY AND PHILOSOPHY OF MUSIC EDUCATION**

This course is an examination of the history of music education in the United States including internal and external influences and educators' responses to them. Students will examine their knowledge and beliefs about music education to create a researched and reasoned basis for their current practices.

**MUS 5343 MUSIC EDUCATION RESEARCH**

This course will provide opportunities for students to explore, and develop, a basic understanding of the various types of research utilized in music education. Students will focus also on establishing a fundamental knowledge of basic research terminology with regard to statistical analyses. In addition to research terminology, students will gain an introductory knowledge of the 5 basic components of a research project, which include 1) Introduction, 2) Review of Literature, 3) Purposes and Methodology, 4) Data and Analysis 5) Discussion and Conclusions.

**MUS 5353 MUSIC EDUCATION CURRICULUM DEVELOPMENT & ASSESSMENT**

This course is an examination of public school music curricula including practical applications of local, state, and national standards and assessments for evaluation of student achievement.

**MUS 5363 MUSIC ADMINISTRATION AND SUPERVISION**

This course is a detailed study of the management of a music education program including legal, practical, and supervisory

activities. Practical application of these topics will include creating and piloting strategies for administering and supervising school music education programs.

**MUS 5510 GRADUATE APPLIED MUSIC** Graduate applied music. (Field of study is course title)

**MUS 5960 DIRECTED READINGS** Individualized literature study selected in consultation with the professor.

**MUS 5970 SPECIAL STUDIES** Individualized project selected with the advice of the professor.

**MUS 5980 SEMINAR** Small group study of topic announced by department.

**MUS 5990 RESEARCH FOR MASTER'S THESIS** Independent investigation designed in consultation with the professor.

## UNDERGRADUATE COURSES IN APPLIED MUSIC

**1510 LOWER DIVISION SECONDARY APPLIED MUSIC** Individual instruction in voice, keyboard, or orchestral instrument. (Field of study is course title. May be repeated for credit.)

**2510 LOWER DIVISION MAJOR APPLIED MUSIC** Individual instruction in voice, keyboard, and orchestral instruments. (Field of study is course title. May be repeated for credit.)

**3510 UPPER DIVISION SECONDARY APPLIED MUSIC** Individual instruction in voice, keyboard, and orchestral instruments. (Field of study is course title. May be repeated for credit.)

**4510 UPPER DIVISION MAJOR APPLIED MUSIC** Individual instruction in voice, keyboard, and orchestral instruments. (Field of study is course title. May be repeated for credit.)

## NATIVE AMERICAN LEADERSHIP (NAL)

**NAL 5002 INTRODUCTION TO NATIVE AMERICAN LEADERSHIP** This course will provide an orientation to the Native American Leadership Master of Science (NALMS) degree program. A brief description of each required course will be provided with a plan of action for the student to complete the degree program in a timely manner based on one fiscal year (12 months) with various options. Additionally, master level skills, such as academic integrity, time management, effective use of the SE Library, comprehending complex scholarly texts and research articles, and use of APA form and style in professional communication are also introduced. Students will complete the course with a better understanding of personal goals, strengths, and challenges, and a roadmap to navigate their way to completion of their educational aspirations.

**NAL 5013 CURRENT TOPICS IN INDIAN COUNTRY** The course will examine issues that directly impact the daily operations of tribal governments and the tribal members of those governments. The course will highlight areas from a broad range of topics with the understanding that these topics of interest are constantly changing and developing. Areas such as

economics development, health and education, social services, culture and language, and tribal governance will be studied so to provide the students with a broad range of knowledge as the topics relate to them or their communities.

**NAL 5113 PERSONAL & ORGANIZATIONAL LEADERSHIP STYLES** This course examines different types of leadership styles and provides an introduction to the different frames in which leaders can view behaviors and responses within an organizational context. The course will pay special attention to a student's individual assessment of their personal leadership style, the role of self-care in leading, and gender-differences in leadership. The structural, political, human resources, and symbolic frames and the impact those frames have on organizations will be examined. The course will also compare and contrast Native American leadership styles with styles more closely associated with western culture.

**NAL 5123 MANAGING DIVERSITY -NATIVE AMERICAN WORKPLACE** This course covers issues involved in multi-cultural organization for valuing diversity, relationship building, communicating across cultures, and managing people of different genders, races, and cultures with an emphasis on diversity as it pertains to Native American people in the workforce. Issues of stereotype, bias and resistance are examined from both a personal and an organizational perspective with an emphasis on making meaningful contributions to diversity initiatives within organizations.

**NAL 5133 EFFECTIVE COMMUNICATION THROUGH PRESENTATIONS** Leaders not only need a vision, but a way to effectively communicate that vision. This course will prepare the student for a variety of leadership roles by exploring contemporary concepts about the meanings and functions of communication and presentations in organizations. Communication styles of Native American peoples will be examined to better understand the characteristics that may include eye contact, assertiveness, and body language. Students will analyze key aspects of knowing the audience, developing persuasive content, effectively using media, understanding delivery techniques, and the use of story in presentations. Students will contend with these concepts from a personal standpoint by using examples from their own experiences to apply best practices and improve their own communication and leadership skills.

**NAL 5143 CRITICAL THINKING AND PROBLEM SOLVING** This course examines the mental activities needed to effectively formulate or solve problems, make decisions, or understand and conceptualize issues. Concepts such as free-will, determinism, truth, knowing, and moral judgments will be explored and applied to the modern leader. Barriers to effective problem solving will be reviewed and along with strategies for improvement. Special attention will be paid to the role of creativity in the problem-solving process and the role of Native culture in viewing problems.

**NAL 5153 DEVELOPING THE NATIVE AMERICAN LEADER** This course examines the development of leadership within individuals and explores the influence of leaders regardless of position. The course will pay special attention to the role of mid-level managers in tribal organizations and their ability to work both up and down, as well as across organizational tribal structures. The challenges of balancing the



needs of supervisors, subordinates, colleagues, and citizens will be addressed along with the case studies exploring how leaders successfully handled challenges and crisis.

#### **NAL 5213 NATIVE AMERICAN EDUCATION POLICY**

This course is a survey of historical and contemporary developments regarding Native American education policy. Conflicting values at the personal, tribal, state, and federal level will be explored along with the results of such governmental policies. The course will give careful examination to the Meriam Report, Indian Education Act of 1972, Johnson O'Malley Act of 1934, No Child Left Behind, Ester Martinez Native American Languages Preservation Act of 2006, and current policy as it is developed. The course will begin with a historical perspective on Indian Education prior to the arrival of Spanish and other European influences.

#### **NAL 5223 GEOGRAPHY AND TREATIES**

This course examines North American historical geography with an emphasis on the historical relationships of American Indians to place and indigenous mapping techniques, thereby allowing one to better contextualize "contemporary" issues. Generally, the course focuses on place and territorial identity in the historical and contemporary life of North American Indians and as a result, provides insight regarding other indigenous (Native) peoples around the world. The course may include, but not emphasize, Native American themes that are not related to place. The course has four ongoing components: (1) North American Historical Geography, (2) Native Peoples' "Geographies of the Homeland," (3) Historical Cartography of North American, and (4) Native American Treaties

#### **NAL 5233 TRIBAL SOVEREIGNTY**

This course presents an overview of major legal principles of federal Indian law, major developments in federal Indian policy, and how they have affected the education of American Indians and Alaska Natives. Three fundamental legal principles of federal Indian law are presented: (1) tribes are independent sovereign governments, separate from the states and the federal government, (2) tribal sovereignty generally extends over a federally recognized geographic territory and over the activities and conduct of tribal and nontribal members within that territory, and (3) tribal sovereignty is inherent and exists unless and until Congress takes it away. Court cases illustrating these principles will be discussed. Since questions about tribal sovereignty are often viewed as questions of the intent of Congress, acts of Congress concerning treaties, statutes, and public laws are

#### **NAL 5243 ETHNOHISTORY OF NATIVE PEOPLES**

Ethnohistory is the study of ethnographic cultures and indigenous customs by examining historical records. It is also the study of the history of various ethnic groups that may or may not exist today. Ethnohistory of Native Peoples uses both historical and ethnographic data as its foundation. Its historical methods and materials go beyond the standard use of documents and manuscripts. Practitioners recognize the utility of such source materials as maps, music, paintings, photography, folklore, oral tradition, site exploration, archaeological materials, museum collections, enduring customs, language, and place names.

#### **NAL 5970 SPECIAL STUDIES**

Individualized project selected in consultation with professor.

## **NATIVE STUDIES (NS)**

#### **NS 1113 #INTRODUCTION TO NATIVE STUDIES**

This course surveys the importance of Native Studies. The focus of this class is inter-disciplinary in nature and will connect four main areas of scholastic attention: Art and Literature, Education and Language, Cultural Studies and Environment, and Leadership and Self-Determination.

#### **NS 1213 #CHICKASAW CULTURE AND LANGUAGE**

This class explores Chickasaw culture, history, art, governance, language, and philosophy. Basic Chickasaw language instruction is also a significant component of this class.

#### **NS 2113 NATIVE HEALTH AND WELLNESS**

This course will survey the historical and contemporary policy of Native people and their health. This emphasis includes: behavioral, physical, psychological, and spiritual health. This course will also discuss traditional medicine and healing, research needs related to Native health, and career opportunities in health professions.

#### **NS 3113 #NATIVE POLICY AND LAW**

Students will learn how federal Native policies from colonial times to the present were initiated and received. An thorough examination of essential documents, treaties, case law, and agencies will take place in this class.

#### **NS 3213 #NATIVE RELIGION AND PHILOSOPHY**

This course is a survey of understanding and explaining the relationships between human beings and the natural world in Native cultures. Topics addressed in this class: hegemony, religion, ceremonial observances, ethics, and culturally based ways of knowing. Attention will also be given to current and future issues of religion and philosophy.

#### **NS 3313 #NATIVE EDUCATIONAL POLICY**

A survey of historical and contemporary developments regarding Native education and conflicting values at a tribal, state, and federal level will be explored along with the results of such policies.

#### **NS 4970 SPECIAL STUDIES**

Individualized or group projects selected in consultation with the professor. (Prerequisite: consent of instructor)

## **ORGANIZATIONAL LEADERSHIP (ORGL)**

#### **ORGL 3113 FOUNDATIONS OF ORGANIZATIONAL LEADERSHIP & PERSONAL DEVELOPMENT**

This course is an introduction to the Organizational Leadership Bachelor of Science Program. Essential components will include: overview of program expectations; principles of adult learning; resources for success including library, campus, online resources and mentoring relationships; personal wellness/stress and time management techniques; study and test-taking skills; and basic computer skills for working in an online environment

#### **ORGL 3223 PROFESSIONAL COMMUNICATION**

A study of communication in the workplace within a framework of organizational ethics. Essential components and course content include: listening, verbal and nonverbal communication, written expression, and professional presentation methods.

**ORGL 3333 DATA ANALYSIS AND INTERPRETATION**

This course will enable the student to develop an understanding of the application and interpretation of basic data analysis. Essential components and course content will include basic data analysis from a user perspective. Hands-on exercises will enable students to utilize Excel to solve problems and interpret results.

**ORGL 3443 SURVEY OF FISCAL MANAGEMENT**

A managerial overview of fiscal management within organizations. Essential components and coursework content will include: understanding the components and articulation of financial statements, knowledge and application of financial ratios leading to an understanding of organizational performance across time and in comparison to industry standards, utilization of financial information in the acquisition of capital and budgeting decisions, and rudimentary understanding of cash flows.

**ORGL 4113 ETHICS AND ORGANIZATIONS**

This course is designed to examine the dynamics of workplace and personal ethics through the study of basic philosophical theories. Essential components and course content will include: leadership in the context of self-governance, responsibility, adherence to principles, integrity and constancy of purpose. Current case studies will be used to apply ethical theories.

**ORGL 4223 THE INDIVIDUAL, THE ORGANIZATION AND SOCIETY**

An examination of contemporary issues that affect organizations. Essential topics include environmental stewardship, social responsibility of the organization, effects and implications of globalization, the status of individual freedom within the organization, diversity, and the ramifications of technological change. This seminar course will be organized around student discussion and topical papers.

**ORGL 4333 LEADING AND MANAGING**

This course is a study of theories that influence leadership and management with application to a variety of work situations. Essential components and coursework content will include: basic leadership and behavior styles, negotiation, critical thinking, change, conflict resolution, ethics and social responsibility and diversity in the workplace. Assessment of personal leadership abilities and personality traits will be included.

**ORGL 4443 MARKETS AND STAKEHOLDERS**

This course introduces the student to the concept of markets and stakeholders. Essential components and course content will include: an overview of competitive markets, buyer behavior, development of new markets and products, marketing communication, distribution channels, pricing and marketing mix strategies. It will include a discussion of external environmental factors and stakeholder analysis. Students will be able to evaluate market needs, select target markets and develop an appropriate market mix.

**ORGL 4553 CAPSTONE**

This course provides the student the opportunity to integrate concepts and theories covered in the core with their area of focus. Students will design and implement a capstone project related to their area of focus culminating in a written and oral presentation. This course must be taken in the student's final enrollment period.

**ORGL 4993 INTERNSHIP IN ORGANIZATIONAL LEADERSHIP**

Supervised professional-level assignment with an organization, firm government agency, or not-for-profit entity

within the selected area of focus. Prerequisites: All courses except for ORGL 4553 Capstone. Permission of instructor

**ORIENTATION (ORIE)**

**ORIE 1002 #COLLEGE SUCCESS** An overview of academic skills and personal life management concepts that promote success in college.

**ORIE 1012 STUDY SKILLS**

**ORIE 1021 #INFORMATION LITERACY** This course is designed to educate students on how to properly organize, decipher, and evaluate information and use the tools necessary to do so. This course will unite academia and technology to help fulfill Southeastern's mission to foster the ideal of lifelong learning.

**PHILOSOPHY (PHIL)**

**PHIL 2113 #INTRODUCTION TO PHILOSOPHY** A study of philosophical thought as an approach to daily living and survey of major value systems.

**PHIL 2213 #LOGIC** A study of the basic principles of logical thought and its application to daily living.

**PHIL 2223 #ETHICS** An analysis of the chief ethical theories and their relevance to actual behavior of human beings in contemporary society.

**PHIL 4980 #SEMINAR** In-depth study of specific topics in World philosophies. Topics announced by department. (May be repeated)

**PHIL 5980 SEMINAR** In-depth study of specific topics in World philosophies. Topics announced by department. (May be repeated)

**PHYSICAL SCIENCE (PSCI)**

**PSCI 1114 #GENERAL PHYSICAL SCIENCE** Introduction to physical science including physics, chemistry, geology, and meteorology; with laboratory.

**PSCI 1214 #EARTH SCIENCE** An introduction to geology, hydrology, meteorology, and astronomy; with emphasis on relevance to human society; with laboratory.

**PSCI 1414 #GENERAL ASTRONOMY** An introduction to astronomy including early history, fundamentals of light and gravity, earth and the solar system, star formation and death, galaxies and the cosmos. This course involves simple algebra to explain the methods and physical concepts which are used to provide an understanding of the modern view of the universe. Lab/observations included. (Prerequisite or corequisite: ACT Math of 19 or higher or MATH 1513 or MATH 1543)

**PSCI 5503 FOUNDATIONS OF THE STEM CLASSROOM** Methods of inquiry and problem solving; impact of science and technology on civilizations, creativity, innovation, and future

trends. Previously listed as Theoretical Foundations of Science and Tech.

## PHYSICS (PHYS)

**PHYS 1114 #GENERAL PHYSICS I** An algebra-based course. Fundamental principles of mechanics, heat and sound; with laboratory. (Prerequisites: MATH 1513 or ACT Math 21 or higher)(Corequisite: MATH 1613)

**PHYS 1214 #GENERAL PHYSICS II** Fundamental principles of electricity, magnetism, optics, and modern physics; with laboratory. (Prerequisite: PHYS 1114 with grade of "C" or higher)

## POLITICAL SCIENCE (POSC)

**POSC 1513 #UNITED STATES FEDERAL GOVERNMENT**  
A survey of the structures and functions of the United States federal government and the political process.

**POSC 2513 #INTRODUCTION TO POLITICAL SCIENCE**  
This course introduces students to political science by presenting the principal approaches, concerns, methods, and conclusions of the discipline.

**POSC 3353 #POLITICAL PARTIES AND POLITICS** An analysis of United States political parties and their relationships to the electorate and the institutions of government.

**POSC 3503 #UNITED STATES JUDICIAL PROCESS** An analysis of the United States judiciary and legal process from a political perspective. Special attention will be given to such topics as the functions of the police and powers of the legal profession, and the contribution of judges and juries to the administration of justice.

**POSC 3513 #UNITED STATES CONSTITUTIONAL LAW**  
An analysis of principal doctrines and cases in the development of constitutional law.

**POSC 3523 #LOCAL GOVERNMENT AND POLITICS** An analysis of the governmental and political systems of local communities with emphasis upon their problems and policymaking processes.

**POSC 3533 #STATE GOVERNMENT AND POLITICS** An analysis of state political systems, focusing upon their structures, functions and policy outputs.

**POSC 3543 #DEVELOPMENT OF POLITICAL PHILOSOPHY** A study of the development of political philosophy from Plato through Rousseau.

**POSC 3563 #INTRODUCTION TO PUBLIC ADMINISTRATION** An analysis of the principles and processes of public administration.

**POSC 3573 #THE LEGISLATIVE PROCESS** An analysis of the powers, roles and decision-making processes of legislatures with special attention on the Congress.

**POSC 3583 #UNITED STATES PRESIDENCY** An analysis of the powers, roles, decision-making processes, and institutional development of the United States Presidency.

**POSC 3723 #GLOBAL POLITICS** An analysis of the fundamentals of global politics, law and organization.

**POSC 4503 #UNITED STATES FOREIGN POLICY** An analysis of the major problems, concepts, instruments and conduct of United States foreign policy since WWII.

**POSC 4533 #ASPECTS OF OKLAHOMA GOVERNMENT AND POLITICS** A general survey and study of Oklahoma state politics as operative in the American federal system.

**POSC 4543 #ELECTORAL BEHAVIOR** An analysis of the United States electoral process as influenced by political socialization and group and partisan attachments.

**POSC 4553 #UNITED STATES POLITICAL IDEAS** A study of the major political philosophies and ideas important in the development of the United States political system.

**POSC 4563 #PUBLIC POLICY** An analysis of the decision-making processes by which public policies are reached for important national issues.

**POSC 4743 #GOVERNMENT & POLITICS IN WESTERN EUROPE** An analysis of the major political and governmental systems of Western Europe.

**POSC 4753 #GOVERNMENT & POLITICS IN ASIA** An analysis of the major political and governmental systems in Asia.

**POSC 4763 #GOVERNMENT & POLITICS IN LATIN AMERICA** An analysis of the major political and governmental systems in Latin America.

**POSC 4773 #GOV'T & POLITICS IN TRANSITIONAL POST-COMM SOCIETY** An analysis of the major political and governmental systems of current and post-communist states.

**POSC 4783 #MODERN POLITICAL IDEOLOGY** A study of major political ideologies such as Liberalism, Communism, and Fascism.

**POSC 4793 #PROBLEMS IN GLOBAL POLITICS** An analysis of selected topics in global politics such as: the role and interplay of nation-states, intergovernmental organizations, and nongovernmental political organizations.

**POSC 4960 DIRECTED READING** Supervised reading and study in areas selected in consultation with the directing professor.

**POSC 4970 SPECIAL STUDIES** A special study of selected topics under a directing professor.

**POSC 4980 SEMINAR** A research or reading seminar on topic announced by department.

**POSC 4990 RESEARCH** Directed research into advanced topics.

**POSC 5960 DIRECTED READING** Supervised reading in an area selected in consultation with the directing professor.

**POSC 5970 SPECIAL STUDIES** Supervised research or project selected with advice of professor.

**POSC 5990 RESEARCH** Directed research into advanced topics.

## PSYCHOLOGY (PSY)

**PSY 1113 #INTRODUCTION TO PSYCHOLOGY** A survey of the subfields of psychology including physiological, perception, motivation, learning, personality, abnormal and social, to enable the student to recognize bases for behavior and to develop an understanding of human behavior and experience.

**PSY 2113 #PSYCHOLOGY OF ADJUSTMENT** A study of adjustment problems and their effect on the lives, behavior, and personalities of individuals.

**PSY 2243 #INTRODUCTION TO HUMAN DEVELOPMENT** A systematic study of human development over the lifespan, with an emphasis on physical, cognitive, and psychosocial development. (Prerequisite: PSY 1113)

**PSY 3033 INTRODUCTION TO RESEARCH AND WRITING IN PSYCHOLOGY** This course is a broad-based introduction to the methods used in behavioral research, including how to search the literature of the discipline of psychology, reading and writing research papers, and using American Psychological Association (APA) writing style. (Prerequisite: PSY 1113) Previously listed as PSY 2333

**PSY 3123 #CHILD & ADOLESC DEVELOPMENT FOR EDUCATION MAJORS** This course focuses on the study of the physical, emotional, cognitive, and social aspects of children's and adolescents' development from the prenatal period through adolescence with the emphasis on the development of personality, learning capabilities, and interactive effects of heredity, environment, and maturation.

**PSY 3213 #PSYCHOLOGY OF CHILDHOOD** A study of the physical, emotional, cognitive and social aspects of a child's development from the prenatal period to adolescence; with emphasis on development of personality, learning capacities, and interaction of heredity, environment, and maturation. (Prerequisite: PSY 1113)

**PSY 3233 #PSYCHOLOGY OF ADOLESCENCE** The psychological development of the adolescent in relationship to self, family, peer group, school, and society. (Prerequisite: PSY 1113)

**PSY 3243 #PSYCHOLOGY OF AGING** A review of research, assessment, and treatment methods pertaining to cognitive, social and health conditions that focus on the needs of aging adults. Topics include adjustment, anxiety disorders, capacity limitations, caregiving, dementia, depression, end of life care, health promotion, substance abuse, elder abuse, and suicide. (Prerequisite: PSY 1113)

**PSY 3313 STATISTICS IN BEHAVIORAL SCIENCES** Calculating statistics and interpreting the results in solving problems in psychology. (Prerequisite: PSY 1113 and 2333) Previously listed as Psychological Statistics

**PSY 3353 #PSYCHOLOGY OF LEARNING** A survey of basic theories and concepts related to the learning process. (Prerequisite: PSY 1113)

**PSY 3363 #COGNITIVE PSYCHOLOGY** This course is intended to introduce the college student to the tenets of cognitive psychology including, but not necessarily limited to a

history of cognitive psychology, models of cognitive psychology, an examination of the basic principles and theories pertinent to the study of cognition including an exploration of perception, attention, memory, linguistics, neurocognition, thinking and intelligence, and information processing. (Prerequisite: PSY 1113)

**PSY 3373 #PSYCHOLOGY OF PERSONALITY** A comprehensive survey of contemporary and classical theories of personality, personality development, and concepts used in understanding personality. (Prerequisite: PSY 1113)

**PSY 3393 #SOCIAL PSYCHOLOGY** An analysis of social influences on behavior, the nature of attitudes and values, social interaction, group dynamics, conformity, and leadership. (Prerequisite: PSY 1113)

**PSY 3413 #PSYCHOLOGY OF HUMAN SEXUALITY** An examination of the biological and psychological determinants of human sexual behavior. The course focuses on sexual development and sex education. Current research findings serve as a basis for study. Major consideration is given to the biological bases of sexuality, sexual attitudes and behaviors, sexual diversity, sexual dysfunctions, and becoming comfortable with one's own sexuality. (Prerequisite: PSY 1113)

**PSY 3433 #RESEARCH METHODS IN PSYCHOLOGY** A survey of research methods used in the study of psychology, with student preparation in planning and research study of a selected topic. (Prerequisites: PSY 1113, 2333, and 3313)

**PSY 3493 #PSYCHOLOGY OF WOMEN** This course will explain how individual differences in biological and environmental factors affect perceptions, cognitions and behaviors. The course will cover the effect of social, economic, political, and cultural forces on behavior. Current research findings serve as the basis for the class. Special attention is given to topics as they pertain specifically to women, including fulfilling multiple roles, pregnancy and childbirth, career choices, etc.

**PSY 3513 #HEALTH PSYCHOLOGY** Health and human behavior are closely related. This course reviews the numerous studies linking human behaviors and psychological variables to health status. Health and illness can be influenced by exercise, diet, stress, social relationships, coping behaviors, and psychological variables such as hardiness. In addition to behavior influencing health, health can also influence behavior. Health status may influence whether you go jogging, stay in bed, or even choose a particular career. In short, this course will examine the science that connects behavior to health and health to behavior. (Prerequisite: PSY 1113; in addition, six (6) hours of psychology are recommended)

**PSY 3523 #MULTICULTURAL PSYCHOLOGY** This course is a broad-based introduction to the unique value systems and behaviors common among individuals from diverse ethnic and sociocultural backgrounds which often impact personal adjustment and well-being. The course places strong emphasis on historical contexts and sociopolitical processes impacting perceptions and behaviors of individuals. (Prerequisite: PSY 1113)

**PSY 3613 #POSITIVE PSYCHOLOGY** This course will be an overview of positive psychology. It is designed to explore the concepts and research foundations of positive psychology. In

addition, a primary focus will be to explore techniques and exercises used to enhance well-being and apply them to yourself. (Prerequisite: PSY 1113)

**PSY 3833 #PSYCHOLOGY OF RELIGION** Examination of theory and research on the psychological and social psychological understanding of religious belief and behavior. Topics include conversion, intrinsic and extrinsic religious orientation, religion and social behavior, theories of religion, special groups and phenomena, religion and mental health, religious development, religious experience, and spirituality. (Prerequisite: PSY 1113)

**PSY 4313 #ABNORMAL PSYCHOLOGY** A study of the dynamics, etiology, prevention and treatment of abnormal behavior, including the anxiety and psychosomatic disorders, depressive disorders, social and interpersonal disorders, psychoses, substance abuse disorders, and other abnormal personality patterns. (Prerequisites: PSY 1113 and three additional upper division hours of psychology.)

**PSY 4323 INDUSTRIAL-ORGANIZATIONAL PSYCHOLOGY** The study of human behavior as it occurs in business and industrial settings, including the psychological effect of management decisions. (Prerequisite: PSY 1113)

**PSY 4353 PSYCHOLOGICAL TESTING** An introduction to standardized psychological tests in various applied areas, administration, scoring and interpretation of established tests and study of ethical standards applied to the development and administration of tests. (Prerequisites: PSY 1113 and 3313)

**PSY 4373 #PHYSIOLOGICAL PSYCHOLOGY** An introduction to the structure and functions of the nervous and endocrine systems and their effect and control upon behavior. (Prerequisite: PSY 1113. BIOL 1114 or equivalent recommended.)

**PSY 4393 #HISTORY AND SYSTEMS OF PSYCHOLOGY** A survey of historical periods and influential theories and concepts related to contemporary psychology with emphasis upon the evolution of scientific method. (Prerequisite: 15 hours of Psychology or departmental approval)

**PSY 4443 INTERVIEWING SKILLS** An introduction to the philosophy and core processes of the helping interview. (Prerequisites: permission required; senior standing)

**PSY 4453 ADVANCED RESEARCH METHODS** This course requires the development of a research proposal involving the investigation of psychological phenomena, which will be carried out the following semester, while enrolled in PSY 4553. (Prerequisite: PSY 3433)

**PSY 4513 BEHAV MNGT & GUID FOR CHILDREN W/EXCEPTIONALITIES** Development of competency applied behavioral analysis procedures and methods for parent counseling regarding exceptional children.

**PSY 4543 FIELD EXPERIENCE IN PSYCHOLOGY** Practical applications of psychology under professional supervision in a field setting. (Prerequisite: Senior standing; PSY 4443 and 4980)

**PSY 4553 ADVANCED RESEARCH PROJECT** This course follows the successful completion of PSY 4453 and involves conducting the research proposed in the previous

course. Thus, this course requires the collection of data, write-up of findings, and submission of completed manuscript for presentation or publication, while under the guidance of a faculty member (Prerequisite: PSY 4453)

**PSY 4960 DIRECTED READING** Individualized literature study in some area of psychology selected in consultation with the professor. (Prerequisite: departmental approval)

**PSY 4970 SPECIAL STUDIES** Individualized project selected in consultation with the professor. (Prerequisite: Departmental Approval)

**PSY 4980 SEMINAR** Small group study of topic announced by department (Prerequisite: permission required)

**PSY 4990 RESEARCH** Independent investigation designed in consultation with the professor. (Prerequisite: departmental approval)

## READING (READ)

**READ 0123 DEVELOPMENTAL READING** Instruction in understanding implicit and explicit details, drawing appropriate inferences from the written message and making reasoned qualitative judgments from passages. Covers a variety of topics and disciplines. (Req. of students who lack high school credits in history; does not fulfill general education requirements.)

## RELIGION (REL)

**REL 1001 #VARYING SUBJECT MATTER** Varying subject matter announced by department

**REL 1102 THE LIFE OF CHRIST** A study of the life and teachings of Jesus as recorded in the four Gospels with application to his teachings to practical life.

**REL 4970 SPECIAL STUDIES** Individualized project selected with advice of professor.

## SAFETY (SFTY)

**SFTY 1313 INTRODUCTION TO OCCUPATIONAL SAFETY & HEALTH** Overview of occupational safety and health in business and industry. Includes Program Organization, Hazard Information, and Program Implementation.

**SFTY 2003 INTRODUCTION TO FIRE SCIENCE** Principles of fire protection and fire prevention as they apply to business and industry.

**SFTY 2253 OUTDOOR SAFETY** An in-depth study of gun safety, hunter safety, archery safety and other outdoor hazards.

**SFTY 3103 GENERAL SAFETY** Provides students with information related to numerous safety disciplines and how to relate this information to living safely in today's complex society. The curriculum is designed to familiarize the student with general knowledge about school, traffic, community, personal, environmental, and occupational safety.

**SFTY 3113 DRIVER & TRAFFIC SAFETY EDUCATION I**

An introductory course to prepare teachers of Driver Education in the secondary school.

**SFTY 3133 #DRUGS IN SOCIETY** A study of drugs and their effects. This course examines physiological, psychological, and societal effects of drug misuse and abuse in our society. In addition, the historical development of behavior altering substances from the early Chinese to the modern drug culture is studied.

**SFTY 3173 ACOUSTICS, VIBRATIONS, & NOISE CONTROL** Fundamentals of sound, vibration, and acoustics. Physical and psychological effects of noise on individuals; measurement and analysis of noise. Control of noise through the application of engineering principles and acoustics. Personal equipment for protection against noise; legal and medical aspects of noise control; effective noise control management. (Prerequisites: SFTY 1313 and 2003)

**SFTY 3553 CONSTRUCTION SAFETY** Fundamentals of safety on construction sites (commercial and industrial) will be discussed. Practical application on a simulated construction site will be included. (Prerequisites: SFTY 1313 and 2003)

**SFTY 3653 EMERGENCY MANAGEMENT** The course will provide an introduction to the field of emergency management. Additionally, this course will include discussions on the disciplines of emergency management which includes mitigation, response, recovery, preparedness, and communications. Finally, this course will include discussions on the current and future of the emergency management professions in the wake of 9/11, and the war on terrorism.

**SFTY 3663 OIL AND GAS SAFETY AND PRODUCTION** An entry-level analysis of the safety aspects of oil and gas exploration, on and off shore drilling (to include fracking), refinement, and distribution of oil and gas products. Prerequisites: SFTY 1313 and SFTY 2003

**SFTY 4003 SYSTEMS APPROACH TO HAZARD CONTROL** Concept and methods of systems safety. Included are: failure mode and effect, management oversight risk tree (MORT), and cost-benefit analysis, statistical probability, and process safety. (Prerequisite: SFTY 1313 and 2003)

**SFTY 4113 SAFETY TRAINING AND INSTRUCTIONAL TECHNIQUES** This course covers basic safety and health training concepts, instructional methods and program development with emphasis on the adult learner. (Prerequisite: SFTY 1313 and 2003)

**SFTY 4123 DRIVER & TRAFFIC SAFETY EDUC II** Advanced course to prepare teachers of Driver Education. (Prerequisite: SFTY 3113)

**SFTY 4143 SAFETY PROGRAM MANAGEMENT** This course addresses safety program organization, administration and management. (Prerequisite: SFTY 1313 and 2003)

**SFTY 4163 FUNDAMENTALS SFTY ENGINEER&HUMAN FACTORS/ERGONOMIC** An overview of current engineering principles including facility and work status, material handling, work place exposures and protection, and production operations. Emphasis on human and ergonomic factors. (Prerequisites: SFTY 1313 and 2003)

**SFTY 4173 LEGAL LIABILITY IN SAFETY & HEALTH LEGISLATION** This course addresses safety and health legal liability, regulatory compliance, and workers compensation. (Prerequisites SFTY 1313 and 2003)

**SFTY 4183 HAZARDOUS MATERIALS & WASTE MANAGEMENT** A study of hazardous materials and waste management to include legislation, handling, storage, transportation and emergency response. (Prerequisites: SFTY 1313 and 2003)

**SFTY 4243 MOTOR VEHICLE LAW** The study of traffic laws with application to Oklahoma Law Enforcement and Safety Professionals.

**SFTY 4253 APPLIC OF OCCUP SFTY & HLTH TO INDUSTRIAL SETTINGS** This course will serve as a practicum for those students who do not get internships. Introduces students to various functions of the occupational health and safety professional in the workplace and will enable them to apply knowledge from the classroom to field conditions. This course will combine class room lectures with site visits to further develop student understanding of the application of safety to industrial settings. Visits will include local manufacturing facilities, food processing plants and other large commercial of industrial operations in the Southeast Oklahoma region. (Prerequisites: SFTY 3553, SFTY 4003 and SFTY 4154)

**SFTY 4353 INDUSTRIAL HYGIENE** Practical application to explore the concepts and methodology for recognizing, evaluating, and controlling hazards and environmental stresses in the workplace that may result in occupational diseases and injuries. Must be taken the same semester as SFTY 4361, Industrial Hygiene lab. If either class (SFTY4353 or SFTY4361) is dropped, BOTH classes must be dropped and retaken. (Prerequisites: SFTY 1313 and 2003; complete gen educ MATH requirement)

**SFTY 4361 LAB INDUSTRIAL HYGIENE** A lab course designed to put into practice the tests, lab requirements and procedures outlined and instructed in the Industrial Hygiene course (SFTY 4353). Must be taken the same semester as SFTY 4353, Industrial Hygiene. If either class (SFTY 4353 or SFTY 4361) is dropped, BOTH classes must be dropped and retaken.

**SFTY 4413 PHILOSOPHY OF SAFETY EDUC** An exploration of the various philosophies of safety.

**SFTY 4600 INTERNSHIP** Supervised on-site experience in safety gained through work. Term report required. (Prerequisites: 15 semester hours of safety and approval of advisor)

**SFTY 4951 SENIOR SEMINAR** Required for all seniors. Emphasis on career planning and program assessment. (Prerequisite: advisor permission required)

**SFTY 4970 SPECIAL STUDIES** Individualized project selected in consultation with professor. (Permission Required)

**SFTY 4980 SEMINAR** Subject announced by department (Permission required)

**SFTY 5103 SAFETY PROGRAM MANAGEMENT (ADVANCED PRACTICUM)** Using current industry

leadership, this course involves analysis of safety program organization, supervision and management.

**SFTY 5123 CRISIS PREPAREDNESS AND OCCUPATIONAL SECURITY** Studies will include homeland security, on-site safety, terrorist prevention, and threat reduction

**SFTY 5143 LEGAL LIABILITY AND WORKERS COMPENSATION** Advanced study of safety and health legal liability, regulatory compliance, ADA and workers compensation requirements

**SFTY 5153 OCCUPATIONAL SAFETY STATISTICS** The study of occupational safety statistics and probability in industrial and regulatory sampling. Course will cover hypothesis evaluation and distribution sets.

**SFTY 5163 CONSTRUCTION SAFETY II** Designed to aid students in identifying and solving advanced construction safety problems. Will include loss control and preventing techniques, training, and worker education unique to the construction industry.

**SFTY 5214 INDUSTRIAL HYGIENE II** Advanced analysis of industrial hygiene methods to facilitate recognition, evaluation and control of industrial and workplace hazards. Lab component is required.

**SFTY 5223 TOXICOLOGY** Advanced study of poisons and other toxic substances found in industrial and workplace settings

**SFTY 5233 ADVANCED ERGONOMIC ENGINEERING** Designed to allow students to apply ergonomic applications to industrial and commercial settings

**SFTY 5244 HAZMAT II** Advanced application and mitigation of hazardous material in the industrial, commercial and municipal environment

**SFTY 5253 PHILOSOPHY OF SAFETY MANAGEMENT** An exploration of various philosophies pertaining to occupational safety and their impact on past and current occupational safety initiatives

**SFTY 5263 INDOOR AIR QUALITY** An in-depth look at the hazards and causes of indoor air pollution as it relates to the effects on human health, property values, sales and litigation. The curriculum would include methods of recognition, evaluation, and controls of the various aspects which, after implementing, will lead to better indoor air quality for human occupants.

**SFTY 5273 FOOD SAFETY AND SANITATION** An in-depth study of safe practices for the food processing industry. Course looks at proper construction, Hazard Critical Control Points (HCCP), and proper sanitation (cleaning and pest control) in food processing as it relates to providing a safe commodity for consumers. The course addresses legal liability and regulatory compliance within the food processing industry.

**SFTY 5313 CURRENT LITERATURE IN OCCUPATIONAL SAFETY** A survey of current literature in occupational safety and health to include hazmat, management, systems safety, ergonomics, and homeland security.

**SFTY 5323 INTERNSHIP IN OCCUPATIONAL SAFETY** Supervised practicum in an occupational safety setting

**SFTY 5330 RESEARCH IN OCCUPATIONAL SAFETY** Research and study in occupational safety to explore ideas and reach solutions to current and future problems and challenges in the field.

## SCIENCE (SCIE)

**SCIE 0124 CONCEPTS IN SCIENCE** Secondary level concepts in Physics, Chemistry, and the Biological Sciences, with laboratory. (Prerequisite: department approval)

**SCIE 3123 SCIENCE IN THE ELEMENTARY SCHOOL** Methods and materials in presentation of elementary science. (Prerequisites: BIOL 1114 and PSCI 1114)

**SCIE 3224 EARTH, SPACE, & ENVIRONMENTAL SCIENCE FOR ELEM MAJ** An introduction to geology, astronomy, meteorology, and environmental science with laboratory for elementary majors. This course will also discuss the influence human activities have on the environment. This course cannot count toward any major or minor in the departments of biological or physical sciences. (Prerequisites: BIOL 1114 and PSCI 1114)

**SCIE 4243 FIELD GEOLOGY** Geological field sites in southern Oklahoma will be visited for observation and collection of rock, mineral, and fossil samples. (Prerequisite: PSCI 1214)

**SCIE 4903 METHODS AND MEDIA IN SCIENCE** Survey of curriculum content and teaching materials and methods for mid-level and secondary science instruction. (Will not count toward a major or minor in Biology, Chemistry, and Physics.) (Prerequisite: departmental approval)

**SCIE 4951 #SCIENTIFIC THOUGHT** The history and philosophy of science presented from the structure of paradigm shifts and scientific revolutions. (Prerequisites: Junior status in the Honors Program OR permission of the program)

**SCIE 4960 DIRECTED READING** Individualized literature study selected in consultation with the professor. (Prerequisite: department approval)

**SCIE 4970 SPECIAL STUDIES** Individualized project selected with the advice of the professor. (Prerequisite: department approval)

**SCIE 4980 SEMINAR** Small group study of topic announced by department (Prerequisite: department approval)

**SCIE 4990 RESEARCH** Independent investigation designed in consultation with the professor. (Prerequisite: department approval)

**SCIE 5403 THE PHYSICAL SCIENCE CLASSROOM** The goal of this course is to help educators acquire pedagogical content knowledge and skills that are necessary to teach physical science for understanding, appreciation and interest by all students. The course includes analysis of secondary physical science curriculum, planning of physical science units and lessons, examination of inquiry models to teach physical science concepts, and development of standard-based

assessment (Prerequisite: 8 hours of physical science with labs)  
Previously listed as Science in the Secondary School.

### **SCIE 5903 THE EARTH, SPACE SCIENCE CLASSROOM**

The goal of this course is to help educators acquire pedagogical content knowledge and skills that are necessary to earth, space science for understanding, appreciation and interest by all students. The course includes analysis of secondary earth, space science curriculum, planning of earth, space science units and lessons, examination of inquiry models to teach earth, space science concepts, and development of standards-based assessment. (Recommended: 6 hours of earth, space sciences e.g. astronomy, geology, environmental science, etc.) Previously listed as Science in the Elementary School.

**SCIE 5960 DIRECTED READINGS** Individualized literature study selected in consultation with the professor. (Prerequisite: department approval)

**SCIE 5970 SPECIAL STUDIES** Individualized project selected with the advice of the professor. (Prerequisite: department approval)

**SCIE 5980 SEMINAR** Small group study of topic announced by department (Prerequisite: department approval)

**SCIE 5990 RESEARCH** Independent investigation designed in consultation with the professor. (Prerequisite: department approval)

## **SOCIAL STUDIES (SOST)**

**SOST 4133 METHODS & MEDIA IN SECONDARY SOCIAL STUDIES** (Required for social studies majors. Will not count on a major or minor in Social Studies. Prerequisite: admission to Teacher Education)

## **SOCIOLOGY (SOC)**

**SOC 1113 #PRINCIPLES OF SOCIOLOGY** A survey course to introduce students to the science of human behavior. (A prerequisite for all other sociology courses)

**SOC 2213 #SOCIAL PROBLEMS** An examination of the major social problems found in our changing social environment. (Prerequisite: SOC 1113)

**SOC 3003 INTRODUCTION TO SOCIAL RESEARCH** An introduction to the empirical approaches and techniques in Sociology, including the study of both descriptive and inferential statistics.

**SOC 3223 #SOCIAL PSYCHOLOGY** An examination of the effects of social experiences and groups on the development of personality.

**SOC 3313 STATISTICS IN BEHAVIORAL SCIENCES** An examination of the philosophy and methods related to sociological research. (Prerequisite: SOC 1113 and 3003) Previously listed as SOC 3123 Methods of Social Research

**SOC 3323 #COLLECTIVE BEHAVIOR AND SOCIAL MOVEMENTS** Analysis of basic forms of collective behavior and their institutional and social psychological consequences.

**SOC 3343 #MEDICAL SOCIOLOGY** A study of the various factors associated with good health with an emphasis on factors more directly related to the aging process.

**SOC 3423 #URBAN SOCIETY** Description and interpretation of historical and contemporary trends in the urbanization process.

**SOC 3443 #AGING IN SOCIETY** An introduction to aging in America and the ramifications of an older population for the private and public sectors.

**SOC 3523 #JUVENILE DELINQUENCY** Analysis of research and theory related to the causes, extent, and correction of delinquency.

**SOC 3623 #RACE, GENDER AND ETHNIC RELATIONS** Historical and contemporary analysis of the social processes related to minority groups.

**SOC 3723 #THE FAMILY** A sociological and anthropological analysis of the family in social context.

**SOC 3823 #NATIVE AMERICAN CULTURES** An examination of the historical and cultural development of selected tribes.

**SOC 3883 INTRODUCTION TO SOCIAL WORK** An introduction to social work methods, programs, and private and public welfare agency settings.

**SOC 3950 FIELD EXPERIENCE IN SOCIAL WORK** Practical application of social work techniques. (Prerequisite: SOC 1113 and 3883)

**SOC 4113 #SOCIOLOGICAL THEORY** A historical survey of the development of sociological theory in Europe and America.

**SOC 4153 #SOCIOLOGY OF DEATH AND DYING** An examination of attitudes and practices related to death and dying in a cross-cultural perspective. Topics include funeral practices, the ethics of euthanasia, a child's view of death, and the problems of widowhood.

**SOC 4333 #CRIMINOLOGY** Summary of sociological research on crime, theories of criminal behavior, and trends in criminal law and correction.

**SOC 4383 #STRATIFICATION AND INEQUALITY** A survey of the theory and research related to rank structures in social systems.

**SOC 4533 #POPULATION DYNAMICS** An examination of the major variables related to demographic change and their relationship to social values and structures.

**SOC 4883 #COMPARATIVE CULTURES** A comparison of the cultural environments of selected literate and preliterate societies.

**SOC 4960 DIRECTED READING** Individualized readings in a variety of sociological topics. (Prerequisite: consent of instructor)



**SOC 4970 SPECIAL STUDIES** Special study of selected sociological topics. (Prerequisite: consent of instructor)

**SOC 4980 SEMINAR** Small group study of selected sociological areas of study. (Prerequisite: consent of instructor)

**SOC 4990 RESEARCH** Applied research on selected sociological topics. (Prerequisite: consent of instructor)

**SOC 5960 DIRECTED READINGS** Individualized readings in a variety of sociological topics. (Prerequisite: consent of instructor)

**SOC 5970 SPECIAL STUDIES** Special study of selected sociological topics. (Prerequisite: consent of instructor)

**SOC 5980 SEMINAR** Small group study of selected sociological areas of study. (Prerequisite: consent of instructor)

**SOC 5990 RESEARCH FOR MASTER'S THESIS** Applied research on selected sociological topics. (Prerequisite: consent of instructor)

## SPANISH (SPAN)

**SPAN 1113 #SPANISH FOR BEGINNERS** Intended for students who have had very little or no exposure to Spanish either in school or at home. Basic vocabulary, present tense, and cultural knowledge are covered.

**SPAN 1223 #SPANISH FOR REVIEW AND PROGRESS** Intended for students who have had limited exposure to Spanish in high school college, or at home. Assumes minimal previous knowledge of basic vocabulary and present tense. Expansion of vocabulary, language structure, and cultural knowledge.

**SPAN 2113 #INTERMEDIATE SPANISH I** A continuation of grammar and a communicative strategies. Emphasis on increasing fluency and familiarity with Hispanic cultures. (Prerequisite: SPAN 1223, appropriate CLEP score, or instructor's permission.)

**SPAN 2223 #INTERMEDIATE SPANISH II** Concluding presentation of key grammatical structures in Spanish. Further development of communicative strategies and knowledge of Hispanic cultures. (Prerequisite: SPAN 2113, appropriate CLEP score, or instructor's permission.)

**SPAN 2333 #SPANISH VOCABULARY BUILDING** Development and expansion of Spanish language skills by building a personal lexicon based on topical vocabulary, thematic conversation, and the study of common prefixes, suffixes, and conjugation patterns. (Prerequisite: SPAN 2113 or instructor's permission.)

**SPAN 3113 #SPANISH WRITTEN COMMUNICATION** Grammar and vocabulary learned in 1000 and 2000 level courses is reviewed, consolidated, and extended. The focus is on developing a more sophisticated and native-like writing ability (Prerequisite: SPAN 2223 or instructor's permission)

**SPAN 3123 #CONVERSATIONAL SPANISH** Building on introductory and intermediate knowledge, students express themselves orally on various topics and themes. Taught in Spanish (Prerequisite: SPAN 2223 or instructor's permission)

**SPAN 3133 #INTRODUCTION TO HISPANIC LITERATURE** Literary theory and works from both Spain and Latin America are examined within their historical and cultural contexts. The focus is on reading comprehension and cultural appreciation. (Prerequisite: SPAN 2223 or instructor's permission)

**SPAN 3143 #HISPANIC CIVILIZATION AND CULTURE** The people of Spain and Latin America are studied from their origins until modern times. Reading, writing, speaking, and listening comprehension skills will all be enhanced throughout the semester. (Prerequisite: SPAN 2223 or instructor's permission)

**SPAN 4113 #SPANISH PENINSULAR LITERATURE** Survey of major literary works and genres from the Middle Ages to present. (Prerequisite: SPAN 2223 or instructor's permission)

**SPAN 4133 #SPANISH GRAMMAR AND COMPOSITION** Presentation and applications of advanced grammatical structures. Students produce original texts in Spanish of varying types and lengths. (Prerequisite: SPAN 2223 or instructor's permission)

**SPAN 4143 #SPANISH ORAL PROFICIENCY** The focus is on improving listening comprehension skills and learning to communicate more fluently and at a more sophisticated level. (Prerequisite: SPAN 2223 or instructor's permission)

**SPAN 4160 SPECIAL PROJECTS** By special arrangement with a professor, the student or students will be able to take on individual or group study on a topic pertinent to their special interests. (Variable credit: one to three hours)

**SPAN 4183 #STUDY ABROAD IN SPANISH** An opportunity for students of Spanish to earn credit for their academic field experiences in Spanish-speaking countries. Currently enrolled students must seek pre-approval of Spanish faculty. Transfer students will have their cases evaluated individually. Pass/Fail only

**SPAN 4223 #LATIN AMERICAN LITERATURE** Survey of major literary works and genres from the Mayan Popol Vuh to the present. (Prerequisite: SPAN 2223 or instructor's permission)

**SPAN 4303 #SPANISH PHONETICS AND DIALECTS** Theory and practice of Spanish pronunciation, including survey of major dialect types and historical development of Spanish language (Prerequisite: SPAN 2223 or instructor's permission)

## SPECIAL EDUCATION (SPED)

**SPED 2123 INTRODUCTION TO INDIVIDUALS WITH EXCEPTIONALITIES** A study of the etiology and concepts relating to exceptional individuals and their inclusion in the public schools. (Prerequisite to enrollment in advanced special education courses. No concurrent enrollment)

**SPED 3103 FOUNDATIONS OF SPECIAL EDUCATION** Philosophical, historical, and legal foundations of special education. Introduction to roles and responsibilities of the special educator, and legal and ethical requirements of the profession. Theoretical perspectives related to the nature and needs of persons with disabilities.

**SPED 3313 ASSESSMENT** Introduction to measurement, assessment, and formative progress monitoring related to processes used with exceptional learners. Overview of norm-referenced assessment, interpretation, and the development of individual education programs. (Prerequisite: SPED 2123)

**SPED 3322 ADAPTIVE AND ASSISTIVE TECHNOLOGY** Introduction to the laws related to adaptive and assistive technology use, as well as the items, equipment, and product systems, whether acquired commercially, modified, or customized that are used to increase, maintain, or improve the capabilities of individuals with disabilities over a life span. Principles of Universal Design are included.

**SPED 3402 EARLY CHILDHOOD SPECIAL EDUCATION** Introduction to the issues, practices, and legal and ethical requirements associated with the provision of early childhood special education services. Field experience required.

**SPED 3512 PLANNING & MANAGING LEARNING FOR MILD/MOD DISAB** This course will focus on the strategies and techniques required to provide successful learning environments for students with mild/moderate disabilities.

**SPED 3613 BEHAVIOR MANAGEMENT** Managing individual and group behavior in classroom, school, home, and community environments in a range of special education contexts, use of technology as an organizational tool, Includes Applied Behavior Analysis. (Prerequisite: SPED 2123)

**SPED 4203 VOCATIONAL/TRANSITIONAL EDUCATION** An introduction and overview of programs and services for youth with disabilities that focus on career, vocational and transition services, including employment, personal and social skill development, and community living. The focus is on techniques, resources and models at all levels of service delivery. A conceptual framework for comprehensive transition planning and establishing the need for evidenced-based practices in transition planning will be highlighted. Other major issues explored: (a) federal legislation and initiatives relating to career education, vocational-technical education, and transition planning; (b) strategies for collaboration among the spectrum of professional roles that are central to the transition development and planning of students with disabilities; and (c) the role of cultural background in family orientation to transition planning.

**SPED 4413 TEACHING STRAT FOR STUDENTS W/COGNITIVE DISORDERS** Strategies for teaching children and adolescents with cognitive disabilities. Emphasis on accessing the general education curriculum through inclusion strategies and through individualized interventions and modifications including use of technology. (Prerequisite: SPED 2123)

**SPED 4423 TEACHING STRAT FOR STUDENTS W/AFFECTIVE DISORDERS** Strategies for changing behavior and teaching social skills curricula using scientifically-based decision making. Includes functional behavior analysis, behavior intervention plans, and positive behavioral supports. Includes nature and needs of students with emotional/behavioral disorders and issues related to the affective education of cognitively disabled students. (Prerequisite: SPED 2123)

**SPED 4443 DIAG & REMED OF READING, LANG ARTS, MATH DISORDERS** Structured, sequential, multisensory instruction for students with reading, written expressions and/or mathematics disabilities (pre-Kindergarten through post-12). Focus on explicit, intensive teaching of decoding skills, phonemic awareness, sequencing, and attention strategies for students with dysnomia, dyslexia, dysgraphia, dyscalculia, and other learning disabilities.

**SPED 4712 COMM & COLLAB PARTNERSHIPS OF MILD/MOD DISABILITIE** Students will develop a variety of communication and collaborative skills. Emphasis will be placed on problem identification and problem solving, conflict management and resolution, and verbal and nonverbal communication strategies for effective interactions with professionals, paraprofessionals, and parents.

**SPED 4803 METHODS OF INSTRU FOR STUD WITH MILD/MOD DISABIL** This course includes comprehensive organizational, and instructional techniques using a variety of strategies for teaching all curriculum areas for students with mild/moderate disabilities at the preschool through high school level.

**SPED 4903 SEMINAR IN SPECIAL EDUCATION TOPICS** Designed to provide advanced students theoretical and practical exposure to topical information that is emerging, changes in laws, and/or practical guidance in applied organizational and instructional techniques and areas associated with the student teaching process with students with mild/moderate disabilities at the preschool through high school levels

**SPED 5023 PROGRAM DEVELOPMENT & ORGANIZATIONAL IN SPEC EDUC** Knowledge of cognitive science, learning theory, and instructional technologies to improve instructional programs and the continuum of program options and services to ensure the appropriate instructional supports for individuals with exceptional learning needs.

**SPED 5033 RESEARCH, INQUIRY, AND EVIDENCE-BASED PRACTICE** Design and implementation of analysis and review of research to examine the effectiveness of instructional practices and methods for assessing and evaluating individuals and programs to identify and validate evidence-based practices.

**SPED 5043 STUDENT ASSESSMENT AND THE RTI PROCESS** Process and interpretation of assessments for determining eligibility for special education and methods and strategies for assessing and evaluating students' performance and success in general education curriculum.

**SPED 5063 COUNSELING, COLLABORATION, AND CO-TEACHING** Effective strategies for collaboration with families, other educators, related service providers, and personnel from community agencies in culturally responsive ways to promote and advocate the learning and well being of individuals with ELN across a wide range of settings and a range of different learning experiences.

**SPED 5073 POSITIVE BEHAVIORIAL INTERVENTIONS AND SUPPORTS** This course will prepare educators to work in schools to meet the unique behavioral needs of learners in K-12 environments through systemic, prevention focused, and

data-based decision making. The course will prepare the educator to collaborate with other school professions to plan interventions to meet the needs of students who present challenging behaviors.

**SPED 5083 TEACHING STUDENTS WITH AUTISM** This course introduces students to Autism in children and youth. Topics include the historical and theoretical foundations of autism and current diagnostic criteria. Students will differentiate the characteristics of Autism including social, emotional, communication, behavioral, sensory-motor, and cognitive characteristics of children and youth with Autism. This class identifies the trends and issues associated with Autism and effective practices and strategies for structuring, managing and promoting social skill development and social interactions among learners with Autism.

**SPED 5093 APPLIED BEHAVIOR ANALYSIS FOR TEACHERS** This course promotes knowledge and skill in analyzing behavioral problems across a range of issues. Special consideration is given to designing interventions, implementing, managing, and supervising applied projects. Topics include the identification and selection of problems and target populations, analysis of problems and goals, designing measurement systems, developing interventions and disseminating products from applied behavioral research.

**SPED 5113 ADVANCED FOUNDATIONS OF SPECIAL EDUCATION** Philosophical, historical, and legal foundations of special education. Introduction to roles and responsibilities of the special educator, and legal and ethical requirements of the profession. Theoretical perspectives related to the nature and needs of persons with disabilities and how complex.

**SPED 5123 DEVELOPMENT, CHARACTER & INDIVIDUAL LEARN DIFFEREC** The similarities and differences in human development and the characteristics between and among individuals with and without exceptional learning needs and how exceptional conditions can interact with the domains of human development and can impact families, as well as the individual's ability to learn, interact socially, and live as fulfilled contributing members of the community.

**SPED 5143 ADV INSTRUCT STRAT FOR INDIVID W MILD/MOD DISABIL** Evidence-based instructional strategies to individualize instruction for individuals with ELN and how to select, adapt, and use these instructional strategies to promote challenging learning results in general and special curricula and to appropriately modify learning environments for individuals with ELN. Emphasis on the development, maintenance, and generalization of knowledge and skills across environments, settings, and the lifespan.

**SPED 5153 LEARNING ENVIRONMENT AND SOCIAL INTERACTIONS** Learning environments for individuals with ELN that foster cultural understanding, safety and emotional well being, positive interactions, and active engagement of individuals with ELN.

**SPED 5162 DEVELOPMENT OF LANGUAGE SKILLS** Typical and atypical language development, the ways in which exceptional conditions can interact with an individual's experience with and use of language, and individualized strategies to enhance language development and teach communication skills to individuals with ELN.

**SPED 5233 SPECIAL EDUCATION LAW** This course will deal extensively with federal/state legislation and case laws and regulations and with administrative and civil court actions in the determination of the status of services to children with disabilities. The role of executive, legislative and judicial bodies will be examined vis a vis legal, ethical, and procedural parameters that provide direction for school practitioners and policy makers.

**SPED 5314 EARLY CHILDHOOD SPECIAL EDUCATION** A study of the history, philosophy, methods, and theories for educating the young child with disabilities from birth through eight years with particular emphasis on using developmental knowledge of young children's characteristics and needs to create effective learning environments.

**SPED 5443 DIAGNOSIS AND REMEDIATION OF MATH-RELATED DEFICITS** Focus on cognitive math-related deficits in processing, sequencing, and memory and the mathematics specialist's role in preassessment. Curriculum-based assessment and teacher-administered measures will be utilized to determine their role in formulating multiple remediation strategies. Technology use as an aid to remediation will be demonstrated.

## STATISTICS (STAT)

**STAT 2153 STATISTICAL METHODS** Fundamental concepts of probability, random variables and basic distributions, sample means and variances, statistical inference for means including both large sample theory and small sample theory, linear regression and correlation, use of commercial software statistical packages. (Prerequisite: MATH 1513)

**STAT 3363 #PROBABILITY THEORY** Sets, probability in finite and infinite spaces, counting methods, random variables, probability distributions, game theory. (Prerequisite: MATH 2215)

**STAT 4353 #MATHEMATICAL STATISTICS** Design of experiments and investigations, statistical inference, probability and combinatorial methods, discrete and continuous distributions, expected values, sampling, point estimation. (Prerequisite: MATH 2215)

**STAT 4463 #PROBABILITY THEORY II** Probability distributions, jointly distributed random variables, multinomial probability laws, moment-generating functions, limit theorems, stochastic processes. (Prerequisite: STAT 3363 or STAT 4353)

### STAT 4970 SPECIAL STUDIES

### STAT 4980 SEMINAR

**STAT 5153 STATISTICAL ANALYSIS** Study of various statistical procedures and routines utilized in data analysis and hypothesis testing including simple and multiple regression analysis and nonparametric statistics. (Prerequisite: STAT 2153 or equivalent)

### STAT 5970 SPECIAL STUDIES

### STAT 5980 SEMINAR

## TECHNOLOGY (TECH)

### TECH 1093 INTRODUCTION TO COMPUTER GRAPHICS APPLICATIONS

A study of basic computer graphic applications to include scanners, digital video, digital cameras, related computer hardware, color and laser printers, image formats, storage media, internet imaging, NetMeeting, and photographic images. Software for image enhancement and Office graphics. Power Point graphics assignments.

### TECH 1263 COMPUTER SYSTEMS MAINTENANCE

Introductory course emphasizing computer purchasing, repair, installation, upgrades, and maintenance.

### TECH 2023 #BASIC PHOTOGRAPHY

Use of the camera to capture visual images. Composition, camera and its accessories, applications including portraiture, landscapes, people, commercial, school, and documentary. How photographic images shape and are shaped by the culture in which they are used. Digital camera fundamental and computer photo editing. Students will have experiences with film and darkroom but must provide a digital camera. Term album of liberal arts theme required.

### TECH 2113 MATERIALS & PROCESSES I

A fundamental course emphasizing the mechanical and physical properties of materials which must be considered in the selective process such as stress, elasticity, erosion, heat transfer, compatibility, and availability. A study of the broad spectrum of technological process on the elementary applications of forming, joining and shaping materials using both hand and machine tools.

### TECH 2123 CONSTRUCTION BLUEPRINT ANALYSIS

Study of construction blueprint fundamentals, procedures, and estimating. Emphasis on residential and commercial facilities.

### TECH 2383 COMPUTER AIDED DRAFTING AND DESIGN I

A beginning graphics course introducing Computer Aided Drafting and Design (CADD). Drafting fundamental. AutoCAD emphasis.

### TECH 3053 GRAPHIC DESIGN AND DIGITAL IMAGERY

An intensive experience with computer graphics applications. Topics include image manipulation, three dimensional graphics, animation and streaming techniques. Portfolio required. (Prerequisite: TECH 1093)

### TECH 3063 COMPUTER AIDED DRAFTING AND DESIGN II

Continuation of TECH 2383. Mastery of CADD commands to assure speed and accuracy. AutoCAD emphasis. Advanced concepts to include paper space, XREF, auxiliary views, multi-views, geometric tolerancing, English metric conversions, and maintaining a CAD computer station. 2-D isometric and 3-D drawings. Portfolio required. (Prerequisite: TECH 2383)

### TECH 3193 COMPUTER GRAPHIC IMAGING

Continuation of TECH 1093. Computer generation and manipulation of images using Adobe and Corel Draw suite. Advanced Powerpoint assignments including animation and sound. Optimizing images for the internet. Portfolio required with CD-R assignments. (Prerequisite: TECH 1093)

### TECH 3213 ARCHITECTURAL DRAWING

Preparation of a complete set of house plans meeting minimum property standards including plot plans, foundation plans, floor plans,

elevations, construction details, and interior details and specifications sheet. (Prerequisite: TECH 3063)

### TECH 3363 NUMERICAL CONTROL PROGRAMMING

Computer numerical control (CNC) of industrial manufacturing processes such as of lathes, milling machines, and robotics. Training in writing and use of computer programs to increase industrial production with precise tolerance. (Prerequisite: TECH 2113 and TECH 2383)

### TECH 3403 COMPUTER AIDED MANUFACTURING

Computer Aided Manufacturing (CAM), Computer Aided Design (CAD), off-station programming, machine codes, and programming language. (Prerequisite: TECH 2383)

### TECH 4263 DIGITAL VIDEO TECHNOLOGY

Essential tools for multimedia video production. Experiences in recording, editing and utilizing digital video and accompanying audio. (Prerequisite: TECH 1093)

### TECH 4303 ELECTRONIC DRAFTING

Device symbols, production drawings, block elementary and schematic diagrams, miniaturization, industrial controls and automation, drawings for electrical power and architectural plans. Includes computer generated graphics. (Prerequisites: EET 2083)

### TECH 4343 WEB PAGE DESIGN II

Continuation of TECH 2143. Hands on design and creation of web sites using current technologies including HTML and development applications. Students must maintain a web site. (Prerequisite: TECH 1093 and TECH 2343)

### TECH 4553 PROBLEM SOLVING IN TECHNOLOGY

Capstone course to provide management-level problem solving experiences from the technology fields of power technology, drafting and design, manufacturing and electronics. (Prerequisite: Departmental permission)

### TECH 4700 INTERNSHIP

Supervised on-site experience in Technology gained through work. Term report required. (Prerequisite: 15 semester hours in Technology and advisor approval)

### TECH 4951 SENIOR SEMINAR

Capstone course required for all seniors in Option C. Topics include career planning. Program assessment, research paper and presentation. (Prerequisite: senior standing)

### TECH 4960 DIRECTED READING

Individualized literature study selected in consultation with the professor. (Prerequisites: 18 hours of Technology and permission of the Department Chair)

### TECH 4970 SPECIAL STUDIES

Individualized project selected in consultation with the professor. (Prerequisites: 18 hours of Technology and permission of the Department Chair)

### TECH 4980 SEMINAR

Small group study of topics announced by department. (Prerequisite: 18 hours of Technology and permission of the Department Chair)

### TECH 4990 RESEARCH

Independent investigation designed in consultation with the professor. (Prerequisites: 25 hours of Technology and permission of the Department Chair)

**TECH 5213 INDIVIDUAL PRODUCTIVITY IN TECHNOLOGY** Personal goal-setting and time management; study of personality, temperament, behavior, and personal

motivation; contemporary concepts of excellence and quality in organizations; negotiations in the work-place.

**TECH 5223 PRODUCTION SYSTEMS DESIGN** Facility location, layout, and design, materials and cost controls, maintenance, processing systems, and safety engineering.

**TECH 5333 PRODUCTION SYSTEMS CONTROL** Production budgeting and planning cycles, purchasing, production planning, scheduling, expediting, inventory, forecasting, and quality control.

**TECH 5443 PRACTICUM** Cooperative internship. On-the-job experiences in practical applications and solutions to special problems.

**TECH 5970 INDIVIDUAL STUDY IN TECHNOLOGY** Individualized projects selected in consultation with faculty member. (Permission required)

**TECH 5980 SEMINAR IN TECHNOLOGY** Small group study of topic announced by department.

**TECH 5990 RESEARCH FOR MASTER'S THESIS** Independent investigation designed in consultation with the professor. (Prerequisite: department approval) Maximum of 6 hours credit.

## THEATRE (THTR)

**THTR 1113 #INTRODUCTION TO THEATRE** Gives students a broad based survey of theatre arts; instills an appreciation of theatre; explores professional aspects of the theatre.

**THTR 1123 PROFESSIONAL THEATRE TRAINING WORKSHOP** Designed for the beginning professional theatre trainee in total repertory instruction ranging from acting classes, technical theatre, lecture and laboratory instruction. Students participate in all productions in a repertory situation. (Summer Term Only)

**THTR 1133 INTRODUCTION TO TECHNICAL THEATRE** This course will introduce the student to a basic understanding of principles of scenic design, lighting design, and other technical aspects of the theatre. (Prerequisite: THTR 1113 or permission of instructor)

**THTR 1143 #THEATRE APPRECIATION: FROM MASKS TO MUSICAL** In this course theatrical performance will be examined and compared in various forms, including script, taped performance, commercial films, and live performances by theatre groups in the region. This course will develop appreciation and awareness of the effect that theatre artists and technicians have on drama and develop aesthetic standards for evaluation of theatrical presentations.

**THTR 1152 DANCE I** This course is an introduction to basic tap and ballet technique with a strong emphasis on vocabulary. The class will consist of learning fundamental philosophies, body alignment, arm positions and basic positions of the feet. Performance opportunities will not be provided. The curriculum will accommodate the introductory student.

**THTR 1162 DANCE II** This course is a beginner level of basic tap and ballet technique with a strong emphasis on vocabulary. The class will consist of reinforcing and expanding fundamental philosophies, body alignment, arm positions and basic foundations of the two disciplines. Performing opportunities may be provided. The curriculum will accommodate the beginning student.

**THTR 1183 #FILM APPRECIATION** In this course students will explore basic and cultural trends through a close study of a variety of important films throughout the medium's history. The course will establish critical criteria for evaluating films and expose students to the basic technical elements of the film artist's process

**THTR 1213 #INTRODUCTION TO ACTING** This beginning course introduces the beginning student to acting. It begins by developing concentration, characterization, physical agility, and creativity through the use of improvisation, pantomime, monologues and directing.

**THTR 1221 IMPROVISATION CHILDREN'S THEATRE** Extensive study and practice of the improvisational theatre medium. Using children's stories as the script and adapting them to modern terminology and action, the craft becomes centered on fast and creative thinking and action within a group performance. (Prerequisite: permission of instructor; may be repeated up to four hours credit)

**THTR 1232 ACTING-IMPROVISATION** To provide the beginning and advanced actor the opportunity to experiment with the playfulness that leads to creativity.

**THTR 1271 POINTE I** This course is an introduction to pointe technique with a strong emphasis on vocabulary. The class will consist of learning body alignment, leg/foot strengthening exercises and basic precautions to take care for the feet once pointework has begun. Performance opportunities will not be provided. The curriculum will accommodate the introductory pointe student.

**THTR 1312 #CHARACTER ANALYSIS** This course, reflecting the disciplines of theatre, history, psychology and art, includes research into the psychological and sociological motivations of characters as well as a survey of historical periods in dramatic literature from Greece to the present time. Approximately ten (10) representative plays reflecting ten (10) genres or periods are selectively chosen, studied, and presented in an acting format as well as in written analysis with the inclusion of costume and scenic demands represented. By the end of the term the student should have a broad general knowledge of period styles as well as an overview of character analysis. (Prerequisites: THTR 1113 and 1213 or permission of instructor)

**THTR 1510 MUSICAL THEATRE VOICE I** Individual instruction in voice, keyboard and orchestral instruments. (May be repeated for credit)

**THTR 1552 STAGE MAKEUP** In this course, the student will understand the basic techniques of stage makeup and develop a basic understanding through hands-on training with a variety of makeup types.

**THTR 1660 THEATRE PRACTICUM** This course allows the student work in all areas of theatre practicum during an instructed work call. It may be in set building, painting, costumes, props, publicity and-or box office for a certain number of hours each week so that a practical knowledge of the working theatre may be obtained. (Repeatable up to a maximum of four credit hours.)

**THTR 2152 DANCE III** This course is an intermediate to advanced beginner level of tap and ballet technique with a strong emphasis on vocabulary. The class will consist of combining steps resulting in a specific dance construction. Performing will be required. The curriculum will accommodate the intermediate to advanced beginner student.

**THTR 2162 DANCE IV** This course is an advanced beginner to beginner intermediate level of tap and ballet technique with a strong emphasis on vocabulary. The class will consist of combining more complicated steps resulting in a specific rhythmic and/or dance construction. Performing will be required. The curriculum will accommodate the advanced beginner to beginner intermediate student.

**THTR 2172 DANCE WORKSHOP** This course is an intermediate level of dance technique in a discipline to be determined by the instructor.

**THTR 2183 #FILM GENRES** Students will explore various film genres (the western, the gangster movie, film noir, etc.) and film theories (auteurism and viewer identification theory) and will acquire a critical vocabulary appropriate to the art form.

**THTR 2203 MOVEMENT FOR THE THEATRE ARTIST** This is an introductory level of movement course in varying disciplines to be determined by the instructor.

**THTR 2233 #FUNDAMENTALS OF ORAL INTERPRETATION** Focuses on the ability to transfer the author's meaning from the printed page to the audience's mind. Units on poetry, prose, and dramatic literature are included. (Same as COMM 2233)

**THTR 2271 POINTE II** This course is a beginner level of basic pointe technique with a strong emphasis on vocabulary. The class will consist of reinforcing and expanding fundamental philosophies, body alignment, arm positions and basic foundations of pointe. Performing opportunities will not be provided. The curriculum will accommodate the beginning student.

**THTR 2753 FUNDAMENTALS OF THEATER DESIGN** Students will execute class projects in costume, scenery, lighting, makeup, sound, properties and special effects. (Prerequisite: THTR 1133 or permission of instructor)

**THTR 3013 MUSICAL THEATRE PERFORMANCE I** The practical application of acting, singing, and movement techniques to various styles of period and contemporary musical theatre works. (Prerequisites: THTR 1113, 1213, 1312, MUS 1213, or permission of instructor.)

**THTR 3023 #HISTORY OF MUSICAL THEATRE** This course will be a chronological study of major periods from nineteenth century English music halls to the present time as it relates to musical theatre. It will include, but not be limited to, operettas, cabarets, follies, and traditional musicals. (Prerequisites: THTR 1113,1213.)

**THTR 3033 MUSICAL THEATRE PERFORMANCE II** Advanced application of acting, singing, and movement techniques to the various styles of period and contemporary music theatre works. Includes staging and choreography of scenes, culminating in a live performance. (Prerequisite: THTR1113, 1213, 1312, MUS 1213 or permission of instructor)

**THTR 3043 MUSICAL THEATRE AUDITION** Course emphasizes creating a resume, types fo interviews, obtaining an agent, personal appearance, and dress as well as work on audition material, ranging from musicals to stock productions. (Prerequisite:THTR 1113, 1213, 1312, MUS 1213, or permission of instructor.)

**THTR 3152 DANCE V** This course is a beginner intermediate level of tap and ballet technique with a strong emphasis on vocabulary. The class will consist of combining longer, more complicated elements demonstrating rhythmic accuracy and qualitative understanding of musical nuances by moving on the beat and anticipating it when required. Performing and interpreting will berequired. The curriculum will accommodate beginner intermediate to intermediate level student.

**THTR 3162 DANCE VI** This course is an intermediate to advanced intermediate level of tap and ballet technique with a strong emphasis on vocabulary. The class will consist of combining longer, more complicated elements giving the students a grasp of classroom exercises and combinations. Performing and interpreting will be required. The curriculum will accommodate the intermediate to advanced intermediate student.

**THTR 3172 CHOREOGRAPHY** This course is an intermediate/advanced level of differing dance techniques and how the fundamentals can be made into choreography. References will also be made to facilitate the teaching of choreography. The curriculum will accommodate the intermediate to advanced student and those students interested in becoming instructors and/or choreographers.

**THTR 3183 #FILM AND CULTURE** Students will explore the principles of film appreciation and analysis through lecture, readings, and viewing of films and film excerpts from the American experience in the medium.Students will also examine advanced film analysis, including the principles of montage, camera movement, lighting, sound, directing, acting and how these have been influenced by American artists and the Hollywood industry.

**THTR 3271 POINTE III** This course is an intermediate level of pointe technique with a strong emphasis on vocabulary. The class will consist of combining steps resulting in a specific dance construction. Performing will be suggested. The curriculum will accommodate the intermediate student.

**THTR 3333 STAGE MANAGEMENT** This course will examine the different responsibilities and problems of a stage manager's job for commercial, community and educational theatre. Stage management will contain both lecture and hands-on training. (Prerequisites: THTR 1113 and 1133, or permission of instructor)

**THTR 3342 COSTUMING** In this course, the students will learn basic costume construction techniques, fundamental costume design techniques, and apply these techniques in building and designing costumes for theatrical productions.

**THTR 3423 SCENE DESIGN** The class will examine the advantages, problems and practices for designing scenery for the thrust, proscenium and arena stages. The student will practice the fundamental aspects of drafting for the stage as well as the study of the use of advanced stagecraft techniques. (Prerequisites: THTR 1113 and 1133, or permission of instructor)

**THTR 3432 DIRECTING** This course provides intensive study of text with repeating exercises to illustrate; projects given in which blocking plans are selected with and without live actors; critiques both written and oral; and final project of direction and prompt book for a ten minute scene. (Prerequisites: THTR 1113, 1213, 1133, and 3423, or permission of instructor)

**THTR 3453 LIGHTING DESIGN** This class is designed to help the student understand the variety of different types of lighting equipment and control boards available today; to help him understand the basic elements of lighting design as it applies to stage composition, color and other aspects related to a specific show; to give the student practical experience working with a lighting design; and to enable the student to do a basic lighting design for a specific show. (Prerequisites: THTR 1113 and 1133; or permission of instructor)

**THTR 3510 MUSICAL THEATRE VOICE II** Individual instruction in voice, keyboard and orchestral instruments. (May be repeated for a maximum of 8 credit hours)

**THTR 3523 #HISTORY OF THEATRE TO 1700** This course will be a chronological study of major periods from beginnings of theatrical expression to 1700 as it relates to theatre.

**THTR 3623 #HISTORY OF THEATRE: 1700 TO PRESENT** This course will be a chronological study of major periods from 1700 to the present time as it relates to theatre.

**THTR 3783 THEATRE PUBLICITY & PROMOTION** This course introduces the student to the all important areas of publicity and promotion by the task of developing a publicity schedule of stories, pictures, radio and perhaps video tapes, manning the box office, working with special sales with various groups, writing stories, taking or facilitating taking and dispersal of pictures and stories to many newspapers, radio stations, etc. The student will also work with reservations and house management. (Prerequisite: THTR 1113 or permission of instructor)

**THTR 3883 CHILDREN'S THEATRE & CREATIVE DRAMA** A beginning study of children's theatre forms--improvisation, theatre games, creative dramatics--with performance skills and communication in mind.

**THTR 3942 ACTING WORKSHOP: AUDITION** To provide the student with the practical solutions to the problems of auditioning. (Prerequisites: THTR 1113, 1213, and 1312, or permission of instructor)

**THTR 3963 #ACTING WORKSHOP: PERIOD STYLES** This course includes a survey of acting styles for the theatre from Greece to contemporary America as reflected through

theory and criticism, architecture, costume, furniture, and acting. At least eight major characters from representative plays are studied and presented. (Prerequisite: THTR 1113, 1312 or permission of instructor.)

**THTR 4013 MUSICAL THEATRE WORKSHOP** Students will explore contemporary music theatre production through research, rehearsal and performance for the public of a smaller musical theatre work. (Prerequisite: THTR 1133, 1552, 3013 and/or permission of instructor.)

**THTR 4152 DANCE VII** This course is an advanced intermediate to beginner advanced level of tap and ballet technique with a strong emphasis on vocabulary. The class will consist of giving the student a refined sense of initiation and articulation of movement through combining complex steps resulting in across the floor progressions and/or dance construction. Performing, composing and interpreting will be required. References will also be made to facilitate the teaching of tap and ballet technique. The curriculum will accommodate the advanced intermediate to beginner advanced student.

**THTR 4162 DANCE VIII** This course is a beginner advanced to intermediate advanced level of tap and ballet technique with a strong emphasis on vocabulary. The class will consist of giving the student a refined sense of the body in relation to itself and to the space through combining complex steps resulting in across the floor progressions and/or dance construction. Performing, composing and interpreting will be required. References will also be made to facilitate the teaching of tap and ballet technique. The curriculum will accommodate the beginner advanced to intermediate advanced student and those students interested in becoming instructors of tap or ballet.

**THTR 4172 DANCE AUDITION** This course is an advanced level course in auditioning. The class will consist of combining steps resulting in a specific combination and/or dance construction. Performing, composing and interpreting will be required. References will also be made to facilitate the art of teaching technique. The curriculum will accommodate the advanced student and those students interested in becoming instructors, performers, and/or choreographers.

**THTR 4222 STAGE DIALECTS** This course gives the actor and/or director practical understanding of several dialects common to stage use such as: British, Cockney, Southern, Southwestern, Massachusetts, New Jersey, German, French, Spanish. (Prerequisites: COMM 1003 and 1213, or permission of instructor)

**THTR 4232 ADVANCED PERFORMANCE** This course allows the advanced actor a chance for a recital which will include monologues, scenes, pantomimes, songs, and dances from several periods or styles. The thrust will be to show the best of his craft in public performance.

**THTR 4250 DANCE COMPANY** This course is an advanced level of many different techniques for a strong emphasis on performance. Open to all University students by audition.

**THTR 4271 POINTE IV** This course is an intermediate level of pointe technique with a strong emphasis on vocabulary. The class will consist of combining steps resulting in a specific dance construction. Performing will be suggested. The curriculum will accommodate the intermediate student.

**THTR 4313 THEATRE ADMINISTRATION & MANAGEMENT** The course will examine several principles and practices of theatre management for commercial, university, community and educational theatre. (Prerequisite: THTR 1113 or permission of instructor)

**THTR 4332 ADVANCED LIGHTING DESIGN** A course for the advanced lighting design student. The student will put into application the principles of lighting design in a practical project. (Prerequisite: THTR 3453 or permission of instructor)

**THTR 4342 DESIGN INTERNSHIP** A course for the advanced design student. Students will design a show from start to finish for an actual performance. (Prerequisites: THTR 3423 and 3453, or permission of instructor)

**THTR 4382 ADVANCED SCENE DESIGN** A course for the advanced design student in a further study of contemporary designers, culminating in a class project. (Prerequisite: THTR 3423 or permission of instructor)

**THTR 4412 DIRECTING WORKSHOP** This course trains the student to explore the productional planning process, see to its execution, and realize a full product in the form of a one-act play. (Prerequisite: THTR 3432 or permission of instructor)

**THTR 4422 DIRECTING INTERNSHIP** In this course, the directing student gets practical experience in directing a full length play, including selection, casting, blocking, interpretation and post production analysis. (Prerequisite: THTR 3432, 4412, and permission of instructor)

**THTR 4430 CHORVETTES** Open to all university students by audition. A group of student entertainers specializing in popular music. (May be repeated and taken for one or two hours credit)

**THTR 4572 ADVANCED COSTUME DESIGN** A course for the advanced costume design student in a further study of a special design period culminating in a project. (Prerequisites: THTR 3343 or permission of instructor)

**THTR 4673 #THEORY AND CRITICISM OF DRAMATIC LITERATURE** This course will acquaint the student with a representative dramatic literature as it reflects the critical theories of the time.

**THTR 4683 CHILDREN'S THEATRE WORKSHOP** A practicum-oriented study of children's theatre forms as they apply to working with children in workshop and production. (Summer Term Only)

**THTR 4752 ACTING WORKSHOP:THE METHOD** An intensive study of the various elements of sense and emotional memory in the Stanislavsky system of acting as they relate to various monologues and scenes selected for audition and/or study. (Prerequisite: THTR 1113, 1213 and 1312 or permission of instructor.)

**THTR 4772 PATTERN DEVELOPMENT** The student will learn flat patterning, draping, cutting, advanced construction techniques and fitting for period and contemporary stage costumes. (Prerequisites: THTR2122 or permission of instructor.)

**THTR 4803 CREATIVE EXPRESSION IN THE ELEMENTARY SCHOOL** This course will provide elementary teachers with skills and games to promote oral activities, creative dramatics, movement, and dance in elementary age children.

**THTR 4960 DIRECTED READING** Subject named in title listing. (Prerequisite: permission of instructor)

**THTR 4970 SPECIAL STUDIES** Subject named in title listing. (Prerequisite: permission of instructor)

**THTR 4980 SEMINAR** Subject named in title listing. (Prerequisite: permission of instructor)

**THTR 4990 RESEARCH** Subject named in title listing. (Prerequisite: permission of instructor)

**THTR 5113 PRODUCING THE HIGH SCHOOL PLAY** A comprehensive study of theatrical productions in high schools dealing exclusively with live theatre. Descriptions of various branches of the profession and how they are currently structured, and a study of principles to strengthen theatre practice both economically and artistically.

**THTR 5223 CLASSICAL THEATRE** An aggregate study of place of performance, style of acting, conventions of setting, movement in costume, occupations, manners, dance, and music from Greek through Restoration theatre.

**THTR 5960 DIRECTED READINGS** Subject named in title listing. (Prerequisite: permission of instructor)

**THTR 5970 SPECIAL STUDIES** Subject named in title listing. (Prerequisite: permission of instructor)

**THTR 5980 SEMINAR** Subject named in title listing. (Prerequisite: permission of instructor)

**THTR 5990 RESEARCH** Subject named in title listing. (Prerequisite: permission of instructor)

## ZOOLOGY (ZOOL)

**ZOOL 2114 #GENERAL ZOOLOGY** The major concepts of zoology, as illustrated by animal life. With laboratory. (Prerequisite: BIOL1404)

**ZOOL 3134 #FIELD ZOOLOGY** Identification, taxonomy, life histories, and ecology of the vertebrates. With laboratory. (Prerequisites: ZOOL 2114)

**ZOOL 3643 #WILDLIFE DISEASES** The cause, nature, mode of transmission, and prevention of common bacterial, viral, parasitic, and other types of diseases of wild animals. Emphasis will be on how diseases impact individuals and populations of wild vertebrates. (Prerequisites: ZOOL 2114)

**ZOOL 4134 #AQUATIC INVERTEBRATE TAXONOMY** A field and laboratory study of aquatic invertebrate phyla including immature insects. With laboratory. (Prerequisites: ZOOL 2114 and BIOL 3414)

**ZOOL 4234 #ENTOMOLOGY** Fundamental principles of insect life; classification, life histories, and ecologic relations. With laboratory. (Prerequisites: ZOOL 2114 and BIOL 3414)



**ZOOL 4334 #ICHTHYOLOGY** Taxonomy, distribution, natural history, and economic importance of fishes. With laboratory. (Prerequisites: ZOOL 2114 and BIOL 3414)

**ZOOL 4433 #ANIMAL BEHAVIOR** Analysis of the organization, function, and causation of animal behavior. Adaptiveness of behavior of vertebrates, techniques used to study behavior, and use of behavior to clarify evolutionary relationships will be emphasized. (Prerequisites: ZOOL 2114 and BIOL 3414)

**ZOOL 4524 #HERPETOLOGY** Life histories, distributions, ecology, behavior, evolution, systematics, and techniques of collection and preservation of reptiles and amphibians of North America. With laboratory. (Prerequisites: ZOOL 2114 and BIOL 3414)

**ZOOL 4534 #ORNITHOLOGY** Classification, distribution, economic value, identification, life histories, morphology, preparation of specimens. With laboratory. (Prerequisites: ZOOL 2114 and BIOL 3414)

**ZOOL 4543 FIELD ORNITHOLOGY** Field trip to unique ecosystems to study bird identification, habitat relationships, ecology, behavior, census techniques, and conservation. (Prerequisites: ZOOL 4534 and permission)

**ZOOL 4634 #MAMMALOLOGY** Classification, distribution, life histories, economic importance, techniques of field study. With laboratory. (Prerequisites: ZOOL 2114 and BIOL 3414)

**ZOOL 4960 DIRECTED READING** Individualized literature study selected in consultation with the professor. (Prerequisite: 20 hours of Biological Sciences and permission)

**ZOOL 4970 SPECIAL STUDIES** Individualized project selected in consultation with the professor. (Prerequisite: 20 hours of Biological Sciences and permission)

**ZOOL 4980 SEMINAR** Small group study of topics announced by department. (Prerequisite: 20 hours of Biological Sciences)

**ZOOL 4990 RESEARCH** Independent investigation designed in consultation with the professor. (Prerequisite: 20 hours of Biological Sciences and permission)

**ZOOL 5334 ICHTHYOLOGY** Taxonomy, distribution, natural history, and economic importance of fishes. With laboratory. (Prerequisites: ZOOL 2114 and BIOL 3414)

**ZOOL 5524 HERPETOLOGY** Life histories, distributions, ecology, behavior, evolution, systematics, and techniques of collection and preservation of reptiles and amphibians of North America. With laboratory. (Prerequisites: ZOOL 2114 and BIOL 3414)

**ZOOL 5534 ORNITHOLOGY** Classification, distribution, economic value, identification, life histories, morphology, preparation of specimens. With laboratory. (Prerequisites: ZOOL 2114 and BIOL 3414)

**ZOOL 5543 FIELD ORNITHOLOGY** Field trip to unique ecosystems to study bird identification, habitat relationships, ecology, behavior, census techniques, and conservation. (Prerequisites: ZOOL 4534 and permission)

**ZOOL 5634 MAMMALOLOGY** Classification, distribution, life histories, economic importance, techniques of field study. With laboratory. (Prerequisites: ZOOL 2114 and BIOL 3414)

**ZOOL 5920 PROBLEMS IN ZOOLOGY** Independent study designed in consultation with the professor. (Prerequisite: 15 hours of biological science and permission)

**ZOOL 5960 DIRECTED READINGS** Individualized literature study selected in consultation with the professor. (Prerequisite: 15 hours of biological science and permission)

**ZOOL 5970 SPECIAL STUDIES** Individualized project selected in consultation with the professor. (Prerequisite: 15 hours of biological science and permission)

**ZOOL 5980 SEMINAR** Small group study of topics announced by department. (Prerequisite: 15 hours of Biological Sciences and permission)

**ZOOL 5990 RESEARCH** Independent investigation designed in consultation with the professor. Limited to a maximum of six credit hours. (Prerequisite: 20 hours of Biological Sciences and permission)