

# CATALOG 2017-2018



# **EAST CENTRAL UNIVERSITY**

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**Announcements in the catalog concerning regulations, fees,  
curricula, or other matters are subject to change without notice.  
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# Section XI SCHOOL OF GRADUATE STUDIES

**Brenda Sherbourne, Acting Dean**

## Introduction

Graduate education offers students the opportunity to build upon prior educational achievements to increase knowledge and related skills for career or personal goals. As such, graduate courses assume students possess the commitments and academic skills necessary to approach increased levels or content mastery and application. Correspondingly, faculty will create courses with grading, testing, research and related standards clearly exceeding those reflected in undergraduate education.

East Central University (ECU) offers the following Masters degrees, options, certificates, and certifications:

### **Harland C. Stonecipher School of Business**

**Master of Science in Accounting**  
**Master of Management in Management**

### **College of Education and Psychology**

**Master of Education**

Options:

- Educational Leadership
- Educational Technology
- Library Media
- School Counselor
- Secondary Education - Academic Discipline
- Special Education
- Sports Administration

Post-Master Certification:

- School Superintendent

### **Master of Science in Psychological Services**

Options:

- Counseling Psychology
- School Psychology
- Sport Psychology

Certificates:

- School Psychologist
- School Psychometrist

### **College of Liberal Arts and Social Sciences**

#### **Master of Science in Human Resources**

Options:

- Criminal Justice
- Human Resources
- Clinical Rehabilitation and Clinical Mental Health Counseling

Certificate:

- Addictions Counseling

#### **Master of Science in Water Resource Policy and Management**

## Graduate Certificates and Certification

Graduate certificates may satisfy some requirements for Licensed Professional Counselor, Certified Rehabilitation Counselor, and others. For further information contact the Dean or Graduate Program Coordinator of the College of Education and Psychology, or the Graduate Program Coordinator of the Human Resources Department.

## Graduate Faculty and Graduate Committee

The Graduate Committee, representing the Graduate Faculty, recommends the policies of the Graduate Program, and the Dean of the School of Graduate Studies administers these policies. The Dean of the School of Graduate Studies or any other person designated by both the President of the University and the Dean of the School of Graduate Studies serves as chair of the Graduate Faculty. A graduate student who is currently enrolled in a degree program shall serve as a member of the Graduate Committee.

Graduate courses are taught by the graduate faculty appointed on the basis of their academic qualifications. The student's advisor is chosen from the graduate faculty.

## Admission to the University

Persons desiring admission to the School of Graduate Studies must first be admitted to the University.

1. Complete an ECU Application for Admission/Readmission; and
2. Submit one official transcript from each undergraduate and graduate institution attended, other than East Central University.

## Admission to the School of Graduate Studies

The School of Graduate Studies processes applications for admission to Graduate Studies. Students may be granted unconditional, conditional, provisional, or concurrent admission status. A student seeking admission to a Graduate Degree Program must complete the following steps:

1. Submit all other credentials required for admission to a specific Graduate Degree Program; and
2. Develop a program of study in consultation with an assigned advisor.

## Standards for Admission

1. Hold a baccalaureate degree from an accredited college or university.
2. Meet the academic admission requirements for the Graduate Degree Program sought (see individual Graduate Degree Program requirements).

Admission to one graduate degree program/option does not imply admission to any other graduate degree program/option.

## Admission Categories

### Unconditional Admission

Unconditional admission to a Graduate Degree Program indicates that the applicant has submitted all relevant documents and met all requirements for admission to the University, the School of Graduate Studies, and the specific Graduate Degree Program.

### Conditional Admission

Conditional admission to the School of Graduate Studies may be granted to an applicant who has met all academic requirements for unconditional admission, but has not submitted all documentation required by the Graduate Degree Program. Students with conditional admission may register for courses for one semester. Students must submit all program documentation and be admitted to the graduate degree program to enroll in subsequent semesters.

### Provisional Admission

Provisional admission to the School of Graduate Studies may be granted to an applicant who does not meet all the requirements for unconditional admission to a Graduate Degree Program. Students must submit all required program documents and be approved by the Graduate Degree Program to be admitted. When a student admitted on a provisional basis successfully completes all program provisions, the student will be moved to unconditional admission status. Students failing to meet one or more program provisions will be suspended.

### Concurrent Graduate Study

A senior student who lacks less than a full normal study load and who has completed a minimum of (100) credit hours may be permitted to enroll in courses applicable to a Graduate Degree Program, subject to the following study load provisions:

#### Fall and Spring Semesters

1. A maximum of nine (9) undergraduate and six (6) graduate credit hours; or
2. A maximum of twelve (12) undergraduate and three (3) graduate credit hours.

#### Summer Semester:

1. A maximum of three (3) undergraduate and three (3) graduate credit hours; or
2. A maximum of six (6) graduate credit hours.

No more than six (6) hours in a semester may be applied to a Graduate Degree Program. Graduate credit hours earned may be applied toward either the baccalaureate or graduate degree, but not towards both. Enrollment in graduate courses does not imply admission to the School of Graduate Studies or a Graduate Degree Program. No more than 12 semester hours earned under this policy may be applied to a Graduate Degree Program. Graduate enrollment will be changed to non-graduate if baccalaureate graduation requirements are not met. Students seeking financial aid should meet with their Financial Aid Counselor before enrolling in both graduate and undergraduate courses.

### Non-Degree Seeking Student Admission

A student holding a baccalaureate or higher degree from an accredited institution who wishes to enroll in a graduate course(s) for credit, but who is not seeking current admission to the School of Graduate Studies, may enroll as a Non-Degree Seeking Student. Such enrollment does not constitute admission to a Graduate Degree Program. (See item 3 in the Academic Requirements section below for restrictions on applicability of graduate credits earned in this status toward a Graduate degree.)

### Admission Deadlines

Students admitted to the School of Graduate Studies who have submitted all required Graduate Degree Program documentation by October 1 for spring enrollment, and March 1 for summer and fall enrollment, will be informed of their admission status no later than November 1 and April 1, respectively.

Students submitting documentation after the October 1 and March

1 deadline will have their application processed on a first-come, first-served basis.

### Application for Degree

A student must apply for award of a degree according to the deadline specified by the university for the semester in which the degree will be awarded. (Failure to graduate necessitates reapplication.) Application for graduation may be found on MyECU. A graduation fee is to be paid in the Bursar's Office at the time of application.

### Conferring Degrees

Students who have fulfilled all Graduate Degree Program requirements for the master's degree are recommended by the Dean of the School of Graduate Studies to the President of the University for the conferring of their degrees. Attendance at commencement is expected.

### Academic Requirements

(Applicable to all Graduate Degree Programs)

#### 1. Total Hours:

Master of Education - 32 credit hours (except for School Counselor which is 33 credit hours and Secondary Education - Academic Discipline which is 36 credit hours)

Master of Science in Accounting - 30 credit hours

Master of Science in Human Resources

Human Resources - 36 credit hours

Clinical Rehabilitation and Clinical Mental Health

Counseling - 60 credit hours

Criminal Justice - 36 credit hours

Master of Science in Psychological Services - 60 credit hours

Master of Management in Management - 30 credit hours

Master of Science in Water Resource Policy and Management - 30 credit hours

#### 2. Conditional Admission

No more than one semester of credit may be applied to a Graduate Degree Program; time limits apply to these credits.

#### 3. Non-Degree Seeking Admission

No more than twelve (12) credit hours earned as a non-degree seeking student. Exceptions may be made for those students enrolled in the Non-Traditional Route to Mild/Moderate Teacher Certification

#### 4. Retention

##### a. Overall GPA

Graduate students must maintain an overall ECU graduate retention grade point average (GPA) of 3.0 or higher to remain academically **in good standing** with the School of Graduate Studies.

##### b. Course Grades

Graduate students can earn no more than two (2) Cs in their Graduate Program to remain academically in good standing with the School of Graduate Studies. Furthermore, students earning a grade of D or F in a course may not count that course toward their Graduate Degree Program requirements. Some programs have more stringent grade requirements.

##### c. Provisional Admission GPA

When a student admitted on provisional basis meets all of the provisions, the student will be moved to Unconditional Admission. A student failing to meet one or more provisions will be suspended.

##### d. Academic Probation

1. Any graduate student whose ECU graduate retention GPA is less than 3.0 will be placed on **Academic Probation**. In this status, a minimum graduate retention GPA of 3.0 must be earned each semester or term. When the student's ECU graduate retention GPA reaches 3.0 or

higher, the student will be removed from Academic Probation. Failure to earn a 3.0 or higher each semester or term will result in **Suspension** from the Graduate Degree Program.

2. Any graduate student earning a third C or one or more Ds or Fs will be placed *at a minimum* on **Academic Probation** (In Graduate Degree Programs with more stringent requirements, the student may be **dismissed** from the program). When the student completes the course with an acceptable grade, the student will be removed from Academic Probation.

##### d. Suspension

When a graduate student who has been placed on **Suspension** due to unacceptable grades may petition the Graduate Committee for reinstatement after earning an ECU retention GPA of 3.0 or higher in a minimum of six (6) additional graduate credit hours approved by the student's advisor. Graduate credits taken under suspension may not be eligible for financial aid. Contact the Office of Financial Aid for specific information.

A graduate student whose ECU retention GPA is less than 3.0 at the completion of an approved program may be permitted to register for a maximum of six (6) additional credit hours at ECU in courses approved by the student's advisor and the Graduate Dean. If, after completion of the additional credits, the GPA is still less than 3.0, the student will not be allowed to take additional graduate level work leading toward a graduate degree and will be dismissed from the Graduate Degree Program.

#### 5. Transfer Credit

The School of Graduate Studies may accept the transfer of credit earned at other colleges and universities accredited for master's or higher level study by the North Central Association of Colleges and Schools or a comparable regional accrediting association. No grade lower than "B" will be accepted. Any transfer credit must be approved by the Dean of the School of Graduate Studies and adhere to the time limit for completion of a degree. Depending upon the Graduate Degree Program, a maximum of nine (9) hours of graduate credit may be transferred, if appropriate, except as noted in the Master of Education degree. See section, Master of Education Degree, General Regulations for the Program, V. Transfer Work. Because of external requirements, some programs may not accept any transfer credit.

Within the School of Graduate Studies, each Graduate Degree Program determines the courses acceptable for transfer. All transfer hours must be appropriate to the particular program in which the student is enrolled.

#### 6. Seminar and Pass/Fail Credit Limits

Credit earned in seminars must be germane to the student's Graduate Degree Program and approved by the program director in order to count toward a graduate degree. No more than three (3) hours of course work graded as pass/fail may count toward a graduate degree. Specific programs may have exceptions for practicums and internships.

#### 7. Correspondence Study

Correspondence study does not apply on the master's degree program.

#### 8. Time Limit for Completion of Degree

Graduate credit applied towards a graduate degree must be completed within six (6) years prior to the completion of the degree, exclusive of any time spent in the Armed Forces of the United States of America. Work completed more than six (6) years prior to completion of the degree may not be counted toward the degree but may count toward professional certification.

#### 9. Maximum Study Load

Nine (9) graduate semester hours during a semester and four (4) graduate semester hours during summer term are considered full-time enrollment. Twelve (12) graduate semester hours during a semester and

nine (9) graduate semester hours during a summer term are the recommended maximum study load for a graduate student. All exceptions require the approval of the Graduate Dean.

#### 10. Certification Courses

Teachers and other school personnel naming ECU as their parent institution for recertification purposes need to obtain the approval of the Dean of the College of Education and Psychology for the credits they plan to submit for certificate renewal.

#### 11. Second Master's Degree Requirements

Students wishing to earn a second master's degree may include a maximum of ten semester hours of credit from the first degree, if applicable to the second degree. Only courses with a minimum grade of B from the first master's degree may be counted. The second degree program must fulfill all of the prescribed requirements for the second master's degree.

This regulation supersedes all other regulations pertaining to the first master's degree regarding transfer work, age of work, and residence requirements. Work on the second master's degree must be completed within four years, exclusive of any time spent in the Armed Forces of the United States of America. All work other than the ten (10) hours allowed from the first master's degree must be from East Central University.

#### 12. Progress Toward Degree

Students who have not successfully completed coursework after one year must reapply to the University and the School of Graduate Studies. Students who have not successfully completed course work for two years must reapply to the graduate degree program.

#### 13. Language Proficiency

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

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

##### First-Time Graduate Students

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

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

Graduate Students with Standardized Testing:	
TOEFL Test	Minimum Score
Internet-Based	79
Computer-Based	213
Paper-Based	550

#### Graduate Students with Standardized Testing:

IELTS Test	6.5
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2. Intensive English Program (IEP). Students must meet a minimum score set by the State Regents on the TOEFL administered at a special testing center or an international testing center or on the IELTS Examination. In addition, after achieving the required score and immediately prior to admission, successfully complete a minimum of 12 weeks of study at an IEP approved by the State Regents. At least two-thirds of the 12 weeks must be instruction at an advanced level. A list of State Regents' approved IEPs can be found in the State Regents' Academic Affairs Procedures Handbook.

#### Graduate Students with IEP:

TOEFL Test	Minimum Score
Internet-Based	61
Computer-Based	173
Paper-Based	500
IELTS Test	5.5

3. Graduate students may satisfy the English language requirement by completing a baccalaureate or graduate degree from a college or university where English is the primary teaching language in a country where English is a primary language and that is recognized by professional organizations in the U.S. involved in admissions and international education.
4. Institutional Discretion. In extraordinary and deserving cases, the president or the president's designee may admit a student in lieu of the above requirements. In these situations, the applicant must have demonstrated proficiency in the English language by some other means prior to admission. Such exceptions must be appropriately documented and reported to the State Regents annually.

#### 14. Student Appeal

The University believes students should be given the opportunity to resolve issues concerning assigned grades. Student grade appeals are not intended to interfere with the professor's right to determine the evaluation process and to perform that evaluation. They are intended for instances that deviate from the basic understanding of how grades are to be assigned.

Students wishing to appeal a grade should first discuss the grade with the professor. If the student still believes there are circumstances that merit an appeal of grade, the student should discuss the issue with the department chair.

Any graduate applicant or graduate student with conflict other than grade appeal, and not approved by the Graduate Dean, is entitled to submit in writing the particulars of the conflict to the Chair of the Graduate Committee. The Graduate Committee will consider and make a determination.

# MASTER OF EDUCATION DEGREE

## General Purpose

The Master of Education degree at East Central University offers educators and other professionals, in depth study in several specialization areas. Candidates can choose a program that will result in a new program that prepares them for a job in an education related field such as Educational Technology, Secondary Education - Academic Discipline, Special Education\* or Sports Administration. Candidates can choose a Post Masters Certification in School Superintendent, School Psychometry, or School Psychology. Each program offers courses based on best practices in the field. Each program is designed to provide a research foundation from which candidates make informed decisions. Candidates graduate from these programs as professional, reflective, innovative leaders.

The Master of Education degree programs that lead to new certification areas are accredited by the State of Oklahoma and by the Specialty Program Associations affiliated with The Council for the Accreditation of Education Preparation (CAEP). Each specialty program is designed to teach specific program standards which are addressed throughout the program of study. In addition to the specific program standards, all advanced degrees leading to certification are aligned with the following CAEP standards:

1. ECU will ensure that candidates develop a deep understanding of the critical concepts and principles of their discipline and, by completion, are able to use discipline-specific practices flexible to advance the learning of all students toward attainment of college and career-readiness standards.
2. ECU will ensure that effective partnerships and high-quality clinical practice are central to preparation so that candidates develop the knowledge, skills, and professional dispositions necessary to demonstrate positive impact on all P-12 students' learning and development.
3. ECU will demonstrate the quality of candidates is a continuing and purposeful part of its responsibility from recruitment, at admission, through the progression of courses and clinical experiences, and to decisions that completers are prepared to teach effectively and are recommended for certification.
4. ECU will demonstrate the impact of its completers on P-12 student learning and development, classroom instruction, and schools, and the satisfaction of its completers with the relevance and effectiveness of their preparation.
5. ECU maintains a quality assurance system comprised of valid data from multiple measures, including evidence of candidates' and completers' positive impact on P-12 student learning and development. The provider supports continuous improvement that is sustained and evidence based, and that evaluates the effectiveness of its completers. The provider uses the results of inquiry and data collection to establish priorities, enhance program elements and capacity, and test innovations to improve completers' impact on P-12 student learning and development.

The Master of Education programs at ECU that are related to education but are not restricted to certified teachers are Education Technology, Secondary Education - Academic Discipline, Sports Administration, and Special Education. The Educational Technology Program is aligned with the Association for Education Communications and Technology standards (AECT), the Secondary Education-Academic Discipline Program is aligned with specific content standards. The Special Education program is aligned with The Council of Exceptional Children (CEC) standards. The Sports Administration Program is aligned with

the National Association for Sport and Physical Education standards (NASPE) and the North American Society of Sport Management (NASSM) standards.

A common structure is shared generally within these degree options, all of which lead to the Master of Education degree. The curriculum for each program, however, is designed around specific standards.

## General Regulations for the Program

### I. Admission to the Master of Education Degree

#### Unconditional Admission

Unconditional admission may be granted to applicants who meet the following criteria:

1. Hold a baccalaureate degree from an accredited institution.
2. Meet one of the following conditions:
  - a. Have a minimum cumulative GPA of 2.5 on all undergraduate coursework to date or
  - b. Have a minimum GPA of 2.75 in the last 60 hours of coursework or
  - c. Have a minimum cumulative GPA of 3.0 on at least 9 hours of graduate coursework or
  - d. Have a minimum percentile 40% on both verbal and quantitative reasoning score of the GRE.
  - e. Have a minimum score of 400 on the MAT
3. Hold one of the following:
  - a. A standard Teaching Certificate
  - b. An Alternative Education acceptance letter (which must be on file)
  - c. Written affirmation that the candidate understands the master's degree alone may not, and in many instances will not, lead to state certification until additional state certification requirements have been met. Only specific programs are eligible for this option.
4. Have submitted acceptable program application documents (references, resume, essay questions, etc.)

#### Conditional Admission

Conditional admission may be granted to an applicant who has met the GPA requirement for unconditional admission, but has not submitted all other required documentation and/or completed the GRE (if required). The documentation and satisfactory completion of testing (if required) must be completed and processed before the student may enroll in a second semester.

#### Provisional Admission

Applicants meeting the GPA or testing requirements for unconditional admission may be considered for provisional admission by the program. Students must submit all program documents before admission to the university is granted. No more than nine (9) hours of graduate credit earned while on provisional admission status will count toward a degree. To gain unconditional status, the student must complete a minimum of nine (9) hours approved graduate work with a minimum GPA of 3.0 in all courses taken, meet all other admission criteria, and meet all provisions set by the program.

#### Concurrent Admission

A senior student who lacks less than a full normal study load, has completed a minimum of one hundred (100) credit hours, and meets the GPA requirements, may be permitted to enroll in graduate courses, subject to the study load provisions and semester hour provisions of the school of Graduate Studies.

## Admission Process

The applicant must:

1. Complete an East Central University Application for Admission/Readmission.
2. Submit the Department of Education Admissions forms
  - a. Provide transcripts of all work completed (baccalaureate and graduate).
  - b. Provide academic and professional information
  - c. Provide name, mailing address, and e-mail of two references.
  - d. Submit a teaching or alternative teaching certificate OR a non-teaching verification form
  - e. Provide responses to the writing exam.
3. Take the GRE, **if applicable**.

## II. Credit Requirements

The Master of Education degree program requires completion of thirty-two to thirty-six semester hours of applicable work above the baccalaureate degree. Courses which may apply to the MEd program are those 5000 level courses and appropriate graduate level courses transferred from accredited institutions.

## III. Planning the Program

Each student will be assigned a faculty graduate advisor upon entering the program and will be expected to work closely with the advisor to design the plan of study throughout the student's program.

## IV. Thesis/Portfolio

A thesis or portfolio is required in the Master of Education program at East Central University.

Students selecting a portfolio option should contact their graduate advisor. Students selecting a thesis option should file an application for thesis study, along with a statement of recommendation from the student's graduate advisor, in the Office of Dean of Education and Psychology.

Once the student's application for thesis study has been approved by their specific degree program; a three-member thesis committee will be appointed. The manuscript style will be that prescribed by the thesis committee. The thesis committee shall be responsible for the final approval of the thesis.

Three bound copies of the thesis shall be prepared on good quality paper. Copier reproduction is acceptable. After all copies have been signed by the members of the thesis committee, single copies shall be submitted to the School of Graduate Studies, to the Linscheid Library, and to the thesis committee chair.

## V. Transfer Work

A maximum of nine semester hours of graduate credit transferred from other colleges or universities may apply, if appropriate, to the program. Graduate students in programs offered through the "Oklahoma Prototype for Institutional Collaboration" may be permitted to apply graduate credits earned from Cameron University in an amount not to exceed 50 percent of the student's Program of Study. The course must be applicable to the student's Program of Study. Only grades of "B" or above may be considered for transfer.

## VI. Grade Regulations

The grades of A, B, C, D, P, F, I, W, AW, and WF may be assigned to graduate students. The grade mark "P" indicates pass without exact grade; the grade mark "W" indicates withdrawn; the grade mark "AW" indicates administrative withdrawal; the temporary grade mark "N" indicates the semester grade was not submitted by the instructor by the appropriate deadline. Grade marks have the following grade point values per semester hour: A-4, B-3, C-2, D-1, F-0, and WF-0. Grade marks of "P" and "W" are disregarded with respect to grade points and hours attempted in computing grade average.

A grade of "I" may be given, when conditions warrant, to students who, because of unavoidable circumstances, cannot complete a course at the end of a semester or term. Effective Fall 1993, if the work is not completed within five weeks after the beginning of the subsequent semester, the "I" remains neutral. Exceptions may be approved by the Graduate Grade Appeals Committee upon the written request of the instructor involved.

No more than six semester hours of "C" grade may be counted in the minimum thirty-two semester hours graduate study required for the master's degree, and the grade average for all graduate courses taken on the degree program must be "B" (3.0) or above. A grade of "B" or better must be made in EDUC 5113 Techniques of Research. Credit with grades of "D" will not satisfy specific degree requirements. Only grades of "P" or "F" will be assigned to workshops.

A student may repeat a course if approved by the advisor. Only the last grade is counted with reference to graduation requirements. No additional credit is allowed for a repeated course.

## Degree Options

Students pursuing the Master of Education degree must select one of the following degree options. Such selection shall be made at the time of admission to the graduate program since a change of option may result in the students having completed inapplicable work.

**Educational Leadership - 0980**

The graduate program option for Educational Leadership is designed for the graduate student specializing in administration for grades K-12. Special attention is given to the knowledge, skills and dispositions necessary to become an effective school principal. In order to complete this option, a student must hold and maintain a valid teaching certificate and must have completed two years of successful public school teaching.

**Curriculum****I. Research, Measurement, and Statistics (3 hours)**

EDUC 5113 Techniques of Research

**II. Specialization - School Principal (14 hours)**

EDUC 5533 Fundamentals of Public School Admin  
 EDUC 5573 Public School Finance  
 EDUC 5583 Legal Aspects of Education  
 EDUC 5623 The Principalship  
 EDUC 5832 Practicum and Portfolio in Public School Admin

**III. Curriculum and Instruction (6 hours)**

EDUC 5173 Fundamentals of Curriculum  
 EDUC 5513 Supervision of Instruction

**IV. Special Phases of Administration (6 hours)**

EDUC 5413 Introduction to Counseling  
 ECUD 5943 21st Century School Leadership

**V. Supportive Area (3 hours)**

One of the following:

EDUC 5013 Adv Educational Technology Strategies  
 EDUC 5023 Educational Aspects of Exceptional Child  
 EDUC 5053 The Middle School: Phil and Organ  
 EDUC 5133 Modern Philosophies of Education  
 EDUC 5183 Contemporary Issues in Education  
 PSYCH 5313 Advanced Educational Psych  
 PSYCH 5323 Classroom Behavior Modification

Students should check with the certification officer at East Central University to confirm no changes have been made in state requirements.

**Library Media  
0900****Curriculum**

The Master's of Library Media is designed for graduate students planning to become a School Library Media Specialist in grades PK-12 in public or private educational settings. The intent of the program is to prepare competent, certified School Library Media Specialists in accordance with state and national professional standards and guidelines. All areas of school librarianship, including technology, are emphasized. Special attention is given to the development of the student as a consumer of research along with a major emphasis on the knowledge, skills and attitudes that are necessary to become a School Library Media Specialist.

**I. Program Prerequisite or Co-requisite:**

EDLBS 4913 Children's Lit or approved equivalent **OR**  
 EDLBS 5913 Advanced Children's Literature

**II. Research, Management, and Statistics**

The following (should be taken in the first 8 hours of graduate study):

EDUC 5113 Techniques of Research

**III. Program Core**

LIBSC 5113 School Library Administration I  
 LIBSC 5133 Materials Selection  
 LIBSC 5213 Cataloging and Classification  
 LIBSC 5233 Reference Materials  
 LIBSC 5923 Young Adult Literature  
 LIBSC 5973 Curriculum and the Media Center

**IV. Specialization (Select a minimum of 6 hours)**

EDLBS 5333 Administration and Use of Instructional Media  
 EDUC 5003 Multimedia Technology  
 EDUC 5363 Principles of Instructional Design  
 EDUC 5933 Survey of Emerging Technologies  
 LIBSC 5353 Literacy in the Media Center

**V. Portfolio**

LIBSC 5952 Practicum and Portfolio in Library Media  
 (This course requires departmental approval and should be taken in the final semester.)

**VI. Electives (Select enough courses from the following to complete program of 32 hours)**

EDLBS 5913 Advanced Children's Literature  
 EDUC 5082 Special Educ Assistive Techniques  
 EDUC 5233 Survey of Teaching Reading  
 EDUC 5263 Research and Instruction: Lang Arts  
 EDUC 5603 Survey of Intellectual Property  
 LIBSC 5981-4 Seminar in Library Science  
 (Subject named in title listing)

## Secondary Education-Academic Discipline 0834

The graduate program for the Master of Education, Secondary Education- Academic Discipline Option is designed to provide 18 hours of secondary content specialization to meet the demand for highly qualified teachers for secondary public schools and to provide content area graduate level courses for specialization for those who desire to teach at the junior college level. Special attention is given to the development of the student as a consumer of research along with an emphasis on specific content area knowledge, skills and attitudes.

### I. Program Core (15 hours)

All of the following (EDUC 5113 should be taken in the first 8 hours of graduate study):

- EDUC 5113 Techniques of Research
- EDUC 5133 Modern Philosophies of Education
- EDUC 5183 Contemporary Issues in Education
- EDUC 5363 Principles of Instructional Design

Students should choose EITHER the Portfolio or Thesis option. If the Portfolio option is selected, EDUC 5342 Supervised Portfolio Research should be taken the semester immediately following EDUC 5113 Techniques of Research, and EDUC 5681 Practicum and Portfolio in Education should be taken in the final semester. If the Thesis option is selected, EDUC 5691 Thesis should be taken the semester immediately following completion of EDUC 5113 Techniques of Research and every subsequent semester. A minimum of three hours of Thesis must be completed. A maximum of three hours may be counted toward the degree.

#### Portfolio option:

- EDUC 5342 Supervised Portfolio Research
- EDUC 5681 Practicum and Portfolio in Education

OR

#### Thesis option:

- EDUC 5691-3 Thesis (course may be repeated)
- A maximum of three hours may be counted toward the degree.

### II. Supportive Area (3 hours)

One of the following:

- EDUC 5013 Adv Educational Technology Strategies
- EDUC 5173 Fundamental of Curriculum

### III. Specialization (18 hours)

Select 5000-level specialization courses, with advisor's approval, to complete a program of a minimum of 36 semester hours.

Specialization is further work in any teaching content area in which a student has completed a minimum of 18 semester hours.

## Educational Technology 1040

The Master of Education in Educational Technology is intended for the individual who desires to develop advanced knowledge and skills in the integration of technology to effectively support teaching and learning. This program offers a specific emphasis on designing, implementing, and evaluating 21st Century digital learning environments.

### I. Program Core (12 hours)

All of the following (EDUC 5113 should be taken in the prior to enrollment in EDUC 5702 Educational Technology Capstone or EDUC 5691-2 Thesis):

- EDUC 5113 Techniques of Research
- EDUC 5133 Modern Philosophies of Education
- EDUC 5183 Contemporary Issues in Education
- EDUC 5363 Principles of Instructional Design

### II. Specialization (18 hours)

- EDUC 5003 Multimedia Technology
- EDUC 5013 Advanced Educational Technology Strategies
- EDUC 5603 Survey of Intellectual Property
- EDUC 5933 Survey of Emerging technologies
- EDUC 5943 Educational Technology Leadership
- PSYCH 5313 Advanced Educational Psychology

### III. Capstone/Thesis (2 hours)

Students will choose EITHER the Capstone or Thesis option. If the capstone option is selected, EDUC 5702 Educational Technology Capstone must be taken in the final semester. If the Thesis option is selected, EDUC 5691-3 Thesis should be taken during the last two semesters of the program. A minimum of two hours of Thesis must be completed.

#### Capstone option:

- EDUC 5702 Educational Technology Capstone
- OR

#### Thesis option:

- EDUC 5691-3 Thesis (course may be repeated)
- A maximum of two hours of thesis may be counted toward the degree.

**Sports Administration  
1050**

The Master of Education in Sports Administration specialization is designed to prepare the professional educator for positions as Head Coach, Athletic Director, or other administrative positions responsible for directing athletic programs. The program is based on specialized courses in athletic administration.

**Curriculum**

**I. Required Courses (33 hours)**

EDUC	5113 Techniques of Research
EDUC	5133 Modern Philosophies of Education
KIN	5303 Sports Administration
KIN	5313 Sport Facility Management
KIN	5323 Legal Aspects of Sport
KIN	5353 Ethics in Sports Administration
KIN	5413 Principles of Sport Finance
KIN	5423 Marketing & Event Management
KIN	5513 Leadership and Personnel Management
KIN	5534 Sports in American Society
KIN	5613 Practicum and Portfolio in Sports Administration

**School Counselor  
0843**

The graduate program option for the school counselor is designed for the graduate student specializing in counseling at the elementary or secondary level and leads to the Master of Education Degree. Special attention is given to the development of the student as a consumer of research along with a major emphasis on the knowledge, skills, and attitudes that are necessary to become a school counselor.

**Curriculum**

**I. Research (3 hours)**

The following (should be taken in the first 8 hours of graduate study):

EDUC 5113 Techniques of Research

**II. Professional Ethics and Orientation (3 hours)**

EDUC 5413 Introduction to Counseling  
(Should be taken during the first semester)

**III. Foundations of School Counseling (9 hours)**

EDPSY 5163 Cognitive Beh Theories & Meth of Coun & Psychotherapy  
EDPSY 5353 Standardized Group Tests  
PSYCH 5113 Theories of Personality & Human Behav **OR**  
PSYCH 5473 Adv Psych of Childhood & Adolescence

**IV. Specialization (12 hours)**

EDPSY 5363 Career Development  
EDPSY 5433 Affective Theories & Tech of Coun & Psychotherapy  
EDUC 5453 Developmental Guidance  
H/P/E 5443 Advanced Group Counseling

**V. Practicum and Intervention Strategies (6 hours)**

EDUC 5483 Counseling Intervention Strategies  
EDUC 5493 Practicum and Portfolio in Guid and Coun  
(These two courses should be completed concurrently at the end of the program curriculum.)

**Special Education - 0850**

The graduate program option for the special education teacher is designed for the graduate student specializing in teaching students with mild/moderate disabilities in PreK-12th grade. This option leads to a Master of Education Degree. Special attention is given to the development, learning assessment, and collaboration in working with students with mild/moderated disabilities.

**Curriculum**

**Prerequisites or Co-requisites** (If not completed at the undergraduate level)

- EDUC 3463 Foundations of Reading **OR**
- EDUC 3483 Methods in Reading
- EDUC 3493 Diag and Remed of Reading
- EDUC 3503 Methods in Elem Math Primary **OR**
- EDUC 3513 Methods in Elementary Math- Intermediate

**I. Research (3 hours)**

The following (should be taken in the first 8 hours of graduate study):

- EDUC 5113 Techniques of Research

**II. Specialization (27 hours)**

- EDUC 5023 Educ Aspects of Exceptional Child
- EDUC 5093 Identif of & Strat for Stu w/ Beh Disorders
- EDUC 5103 Students with Mild Disorders
- EDUC 5123 Students with Moderate Disorders
- EDUC 5163 Adv Meth for Mild and Moderate Disorders
- EDUC 5333 Legal Aspects of Special Educ
- EDUC 5353 Adv Assessment and Program Dev
- EDUC 5743 Collaborative Learning Communities in Special Educ
- EDUC 5753 Differentiated Instruction in Special Educ

**III. Practicum (2 hours)**

- EDUC 5762 Practicum & Portfolio in Special Educ

**IV. Approved Electives**

Students having equivalent courses as undergraduates should replace courses with electives approved by the advisor.

**Post Master Certification Program****School Superintendent - 0875**

Standard Certificate:

Applicant must hold and maintain a valid Standard Teaching Certificate in Early Childhood, Elementary, Elementary/Secondary, Secondary, Vocational-Technical, Library Media Specialist, or Speech-Language Pathology. Applicant must hold a Master's Degree and certification as a school principal or meet alternative certification requirements for school principal certification. Applicant must have had two (2) years of successful teaching experience in public or private schools accredited the Oklahoma State Board of Education and two (2) years administrative experience in public or private schools accredited by the State Board of Education. Applicant shall pass the Oklahoma Certification Test for School Superintendent prior to being issued a certificate.

Alternative certification candidates must hold a standard master's degree, have two (2) years of relevant work experience in a supervisory or administrative capacity, receive a passing score on the subject area competency exam, and, submit a plan to the Director of Teacher Education at ECU for completing an alternative certification program within three (3) years. Candidates seeking certification through this route should contact the Director of Teacher Education for more information and specific program and course requirements. An alternative certificate for superintendent of schools shall not exceed three (3) years and shall not be renewable.

**Curriculum**

**Standard Certificate**

**A. Required Courses (16 hours)**

- EDUC 5062 Administration Practicum I
- EDUC 5072 Administration Practicum II
- EDUC 5523 School Plant Management
- EDUC 5723 Advanced Legal Aspects of Education
- EDUC 5773 Politics and Governance of American Educ
- EDUC 5793 The Superintendency

**Alternative Certification**

Additional information about alternative certification is available on the School of Graduate Studies home page.

# MASTER OF SCIENCE IN ACCOUNTING DEGREE

## General Purpose and Objectives

The Master of Science in Accounting is designed to prepare students to move into authority positions in manufacturing companies, governmental units, not-for-profit entities, public accounting firms, and other professional or service organizations. The unique combination of human skills, knowledge, and technology imbedded in the curriculum will prepare graduates for these opportunities. Specifically, students should leave the program knowing how to anticipate and meet the changing needs of their customers; utilize and leverage technology in ways that add value to these customers; interpret and provide a broader context to financial and non-financial information; link data, knowledge, and insight together to provide quality advice for strategic decision-making; and, give and exchange information within a meaningful context and with the appropriate delivery and interpersonal skills.

The Program curriculum has been specifically designed to provide an educational experience which will prepare students to successfully complete all portions of the Certified Public Accountant (CPA) exam, while earning an advanced degree. The Program will also qualify graduates to sit for the Certified Management Accountant (CMA) or Certified Internal Auditor (CIA) exams.

## General Regulations for the Program

### I. Admission to the Master of Science in Accounting Degree

Applicants will be evaluated on academic ability, as evidenced by a strong undergraduate record, performance on the Graduate Management Admission Test (GMAT), maturity, motivation, leadership, and communication skills.

#### Unconditional Admission

Unconditional admission may be granted to applicants meet the following criteria:

1. Have a bachelor's degree from an accredited four-year institution;
2. Have successfully completed the undergraduate pre-requisites;
3. Meet one of the following conditions:
  - a. Have a minimum GPA of 3.25 on all undergraduate coursework to date with no work experience;
  - b. Have a minimum cumulative GPA of 3.0 on all undergraduate work with five years work experience.
  - c. Have a minimum cumulative GPA of 3.0 on at least 9 hours of graduate coursework;
  - d. Have a minimum score of 450 on the GMAT.
4. Non-native English speaking students must have a minimum 79 Internet-based, 213 computer-based, or 550 paper-based TOEFL score or a minimum 6.5 IELTS score.
5. Have acceptable program application documents (references, resume, essay questions, etc.)

#### Conditional Admission

Conditional admission may be granted to an applicant who has met the GPA and TOEFL/IELTS requirements for unconditional admission, but has not submitted all other required documentation and/or completed the GMAT (if required). The documentation and satisfactory completion of the GMAT (if required) must be completed and processed before the student may enroll in a second semester.

## Provisional Admission

Applicants not meeting the GPA or GMAT requirements for unconditional admission may be considered for provisional admission by the program. Students must submit all program documents before admission to the university. No more than nine (9) hours of graduate credit earned while on provisional admission status will count toward a degree. To gain unconditional status, the student must complete a minimum of nine (9) hours approved graduate work with a minimum GPA of 3.0 in all courses taken, meet all other admission criteria, and meet all provisions set by the program.

Students who meet the GPA requirements, but have not completed some or all of the undergraduate prerequisites, should meet with their advisor to complete a degree plan. All undergraduate pre-requisites must be completed with a B or better.

## Concurrent Admission

A senior student who lacks less than a full normal study load, has completed a minimum of one hundred (100) credit hours, meets the GPA requirements, and has successfully completed ACCT 2103 and ACCT 2203 may be permitted to enroll in graduate courses, subject to the study load provisions and semester hour provisions of the school of Graduate Studies.

## Admission Process

The applicant must:

1. Complete an East Central University Application for Admission/Readmission.
2. Submit the Department of Accounting Admissions forms
  - a. Provide transcripts of all work completed (baccalaureate and graduate).
  - b. Provide name, mailing address, and e-mail of two references.
  - c. Submit resume.
  - d. Provide responses to the posed questions.
3. Take the GMAT if applicable.

### II. Credit Requirements

The program leading to the Master of Science degree in Accounting requires completion of at least thirty hours of applicable work above the bachelor's degree. Courses which may apply on the master's degree program are those 5000 level courses and appropriate graduate level courses transferred from accredited institutions.

### III. Planning the Program

The students study program leading to the master's degree is developed in consultation with his or her faculty advisor and is carefully related to the student's individual needs. Needs are identified through consideration of undergraduate preparation and immediate and prospective career goals.

### IV. Thesis

No thesis is required in the Master of Science in Accounting degree program

## Accounting - 0970

## V. Transfer Work

A maximum of nine (9) semester hours of graduate credit earned at other accredited colleges or universities may be accepted as partial fulfillment of the requirements for the master's degree in accounting. No more than three (3) of these hours can be accounting courses. The transfer of all graduate hours must receive prior approval of the Harland C. Stonecipher School of Business Graduate Committee. To be applicable, the graduate credit must meet the following three requirements:

1. The college or university at which the credit was obtained must offer a graduate degree in Business;
2. The content of the course involved must be consistent with the career goals of the student as determined by the student's advisor; and
3. The student must have received an "A" or "B" (or the equivalent) in the course involved.

The student who plans to transfer credit is responsible for assembling sufficient supporting material to allow the department chair and graduate dean to make an adequate evaluation of the transfer credit request.

## VI. Grade Regulations

The grades of A, B, C, D, P, F, N, W, AW, WF and I may be assigned to graduate students. The grade mark "P" indicates pass without exact grade; the grade mark "W" indicates withdrawn; the grade mark "AW" indicates administrative withdrawal; the temporary grade mark "N" indicates the semester grade was not submitted by the instructor by the appropriate deadline. Grade marks have grade point values per semester hour as follows: A-4, B-3, C-2, D-1, F-0, and WF-0. Grade marks of "P" and "W" are disregarded with respect to grade points and hours attempted in computing grade average.

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

Students can earn no more than two (2) Cs in graduate courses and must maintain an overall minimum graduate GPA of 3.0 to remain academically in good standing with the School of Graduate Studies. Students earning more than two (2) Cs or a grade of D or F in a course may not count that course toward their graduate degree requirements. See the School of Graduate Studies Academic Probation and Suspension sections in this catalog for more information.

## VII. Ethics and Professional Standards

The student admitted to the Master of Science in Accounting program needs to familiarize himself or herself with and act in accordance with the ethical standards required by the American Institute of Certified Public Accountants (AICPA) Code of Professional Conduct. Any behavior on the part of the student which may conflict with the standards in the above document will be reviewed by a committee from the Harland C. Stonecipher School of Business faculty consisting of the advisor, an accounting faculty member chosen by the chair, and a Harland C. Stonecipher School of Business faculty member chosen by the student. The committee will have the authority to take any of the following actions: exonerate the student; notify the student and plan appropriate ameliorative action; notify appropriate boards and law enforcement agencies; or dismiss the student from the program.

## I. Background Courses (Undergraduate Prerequisites)

The purpose of background courses is to provide a strong base of knowledge for advanced business and accounting studies. Background courses may be waived for students who have successfully completed and achieved a grade of "C" or higher on previous course work addressing a specified content area. Background courses cannot be used to fulfill the 30 hours of MSA graduate courses. The equivalent undergraduate courses may be taken at any accredited four-year institution. Applicants who must satisfy background course requirements may be admitted as non-degree seeking students to take undergraduate courses. The background course requirement is composed of the following courses:

ACCT	3203	Cost Accounting I
ACCT	3303	Intermediate Accounting I
ACCT	3383	Federal Income Tax Accounting
ACCT	3403	Intermediate Accounting II
ACCT	4503	Auditing
BSEC	2603	Business and Economic Statistics
BUSLW	3213	The Legal Environment of Business
ECON	2013	Principles of Microeconomics
FIN	3113	Financial Management
MIS	3433	Management Information Systems

## Graduate Courses

In addition to satisfying the background course requirements, all MSA students must complete 30 hours of graduate courses. Some latitude is allowed in selecting courses. However, students must satisfy all prerequisites of a graduate course before enrolling. The Internship in Accounting can be taken for 3 hours credit only after successful completion of at least 12 semester hours of graduate courses. A recap of the suggested degree requirements for the MSA follows.

## II. Accounting (15-18 Hours total):

ACCT	5023	Development of Accounting Theory
ACCT	5043	Special Topics in Accounting (Subject named in title listing) (May be repeated for credit when topics vary)
ACCT	5073	Advanced Auditing
ACCT	5103	Financial Statement Analysis
ACCT	5203	Advanced Tax
ACCT	5303	Forensic Acct and Fraud Examination
ACCT	5403	CPA Prep
ACCT	5953	Internship in Accounting
ACCT	5991-4	Individual Study in Accounting (Subject named in title listing)

## III. Non-Accounting Courses (12-15 Hours):

BUS	5981-4	Seminar in Business (Subject named in title listing)
BUS	5991-4	Individual Study in Business (Subject named in title listing)
BUSLW	5133	Contemporary Legal Issues
ECON	5103	Economics for Managers
MGMT	5103	Research Methods for Managerial Decision Making
MGMT	5503	Leadership and Organizational Behavior
MKTG	5103	Marketing Management

# MASTER OF MANAGEMENT IN MANAGEMENT

## General Purpose and Objectives

The Master in Management (MiM) degree targets students whose first degree is outside a business field or who have a degree in a business field, but would like to enhance their knowledge of business. The program is designed primarily for individuals in one of the following three groups:

1. Students who have just completed a nonbusiness undergraduate degree whose first job prospects would be enhanced with the completion of a graduate degree in management.
2. Full-time employees with a nonbusiness undergraduate degree who are entering or hope to soon enter a management position.
3. Full-time employees who have a business degree but find themselves underemployed or who have not been employed in a management position.

The MiM Program's curriculum is designed to meet the following goals:

1. Provide an innovative, high-level, focused program in response to employer needs for managerial level employees with a sound knowledge of business theory and practices.
2. Improve student opportunities to either gain employment or increase their chance of a level promotion at their current employer by offering a degree that is suitable for current and potential lower-level managers whose first degree was not in a business field.
3. Provide a unique program for students who are seeking to complement their nonbusiness bachelor's degree with a management graduate degree that can be completed in 12 months.

## General Regulations for the Program

### I. Admission to the Master of Science in Management Degree

Applicants will be evaluated on academic ability as evidenced by undergraduate record, the ability to display the aptitude, scholarship, and analytical skills necessary to successfully complete the program, and performance on the Graduate Record Examination (GRE), if required.

### Unconditional Admission

Unconditional admission may be granted to applicants who meet the following criteria:

1. Have a baccalaureate degree from an accredited institution.
2. Meet one of the following conditions:
  - a. Have a minimum cumulative GPA of 3.0 on all undergraduate coursework to date or
  - b. Have a minimum cumulative GPA of 3.25 in the last 60 hours of coursework.
  - c. Have a minimum cumulative GPA of 3.0 on at least 9 hours of graduate coursework.
3. Have a minimum combined verbal and quantitative reasoning score of 300, with a minimum of 150 on the verbal reasoning section of the GRE.

\*If the cumulative GPA is 3.25 on all undergraduate coursework the GRE requirement may be waived.

4. Non-native English speaking students must have a minimum of 79 Internet-based, 213 computer-based, or 550 paper-based TOEFL score or a minimum 6.5 IELTS score.
5. Have acceptable program application documents (references, resume, essay questions, etc.)

## Conditional Admission

Conditional admission may be granted to an applicant who has met the GPA and TOEFL/IELTS requirements for unconditional admission, but has not submitted all other required documentation and/or completed the testing (if required). The acceptable program documentation and satisfactory completion of the GRE (if required) must be completed and processed before the student may enroll in a second semester.

## Provisional Admission

Applicants not meeting the GPA or GRE requirements for unconditional admission may be considered for provisional admission by the program. No more than nine (9) hours of graduate credit earned while on provisional admission status will count toward a degree. To gain unconditional status, the student must complete a minimum of nine (9) hours approved graduate work with a minimum GPA of 3.0 in all courses taken, meet all other admission criteria, and meet all provisions set by the program.

## Concurrent Admission

A senior student who lacks less than a full normal study load and who has completed a minimum of one hundred (100) credit hours, and meets the GPA requirements, may be permitted to enroll in MiM courses, subject to the study load provisions and semester hour provisions of the School of Graduate Studies.

## Admission Process

The applicant must complete the following steps:

1. Complete the ECU Application for Admission/Readmission process;
2. Complete the following MiM admission requirements:
  - A. Provide transcripts of all work completed (baccalaureate and graduate).
  - B. Provide name, mailing address, and email address of two professional references.
  - C. Submit an up-to-date resume.
  - D. Provide responses to posed questions.
  - E. Submit GRE scores (if required).

### II. Credit Requirements

The MiM program requires completion of thirty (30) hours of applicable work above the bachelor's degree. Courses which may apply to the MiM program are those 5000 level courses and appropriate graduate level courses transferred from accredited institutions.

**III. Planning the Program**

The student's study program leading to the MiM degree is developed in consultation with his/her faculty adviser and is carefully related to the student's individual needs. Needs are identified through consideration of undergraduate preparation and immediate and prospective career goals.

**IV. Thesis**

No thesis is required in the MiM program.

**V. Transfer Work**

A maximum of nine (9) semester hours of graduate credit earned at other colleges or universities may be accepted as partial fulfillment of the requirements for the MiM. The transfer of all graduate hours must receive prior approval of the Harland C. Stonecipher School of Business MiM adviser. To be eligible for transfer, the graduate credit must meet the following three requirements:

1. The college or university at which the credit was obtained must offer a graduate degree in business;
2. The content of the course involved must be consistent with the career goals of the student as determined by the student's advisor; and
3. The student must have received an "A" or "B" (or the equivalent) in the course involved.

The student who plans to transfer credit is responsible for assembling sufficient supporting material to allow the MiM adviser and graduate dean to make an adequate evaluation of the transfer credit request.

**VI. Grade Regulations**

The grades of A, B, C, D, P, F, N, W, AW, WF, and I may be assigned to graduate students. The grade mark "P" indicates pass without exact grade; the grade mark "W" indicates withdrawn; the grade mark "AW" indicates administrative withdrawal; the grade mark "WF" indicates withdrawn while failing; the temporary grade mark "N" indicates the semester grade was not submitted by the instructor by the appropriate deadline. Grade marks have grade point values per semester hour as follows: A – 4, B – 3, C – 2, D – 1, F – 0, and WF – 0. Grade marks of "P" and "W" are disregarded with respect to grade points and hours attempted in computing grade averages.

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

Students can earn no more than two (2) Cs in graduate courses and must maintain an overall minimum graduate GPA of 3.0 to remain academically in good standing with the School of Graduate Studies. Students earning more than two (2) Cs or a grade of D or F in a course may not count that course toward their graduate degree requirements. See the School of Graduate Studies Academic Probation and Suspension sections in this catalog for more information.

**MANAGEMENT - 1020****II. Required Courses****27 hours**

ACCT	5113	Accounting for Managers
BUSLW	5203	Advanced Employment and Labor Law
ECON	5103	Economics for Managers
FIN	5103	Finance for Managers
MGMT	5103	Advanced Marketing Management
MGMT	5203	Foundations of Management
MGMT	5503	Leadership & Organizational Behavior
MGMT	5703	Strategic Management
MKTG	5103	Marketing Management

**III. Elective Courses****3 hours**

MGMT	5043	Special Topics in Management
MGMT	5603	Managing in the Global Economy
MGMT	5953	Internship in Management
MGMT	5981-4	Seminar in Management
MGMT	5991-4	Individual Study in Management

**Total****30 hours**

## MASTER OF SCIENCE IN HUMAN RESOURCES DEGREE

### General Purpose and Objectives

The Masters Degree in Human Resources is designed to provide the student with the theory, knowledge, and skills necessary for employment in a variety of public and private settings. The degree offers options in rehabilitation and mental health counseling, criminal justice, and administration.

The program objectives are as follows:

1. To contribute to the career development of persons currently employed in both the public and private sector.
2. To prepare pre-service professionals to enter the fields of rehabilitation and mental health counseling, administration, rehabilitation counseling and criminal justice.
3. To provide practicum and internship experiences common to the students' career choice.
4. To develop the interpersonal, consultation, and coordination skills required for program development, management, and evaluation.
5. To provide specific specialized experiences related to the students' present or desired career objective.

### General Regulations for the Program

#### I. Admission to the Master of Science in Human Resources Degree

The MSHR Program seeks mature, emotionally stable individuals with a strong sense of personal responsibility and integrity. With this in mind, applicants are assessed by the program's Graduate Admission Committee through an evaluation and weighing of all admission materials (e.g., admissions statement, interview, work experiences, recommendation forms, test scores). In addition to academic performance, measured primarily by the Grade Point Average, the Admissions Committee considers other factors that contribute to the development of a professional. Formal work experience in the human services, particularly in settings that serve public social services clients, is important. Other factors considered include: volunteer experience in the human services; life experiences and opportunities for personal growth, leadership, communication and interpersonal relationship skills; problem solving ability; the ability to work with and respect persons from diverse backgrounds; health and stamina; and motivation for graduate work and a career in administration, counseling or criminal justice.

#### Unconditional Admission

Unconditional admission may be granted to applicants who meet the following criteria:

1. Have a baccalaureate degree from an accredited institution.
2. Meet one of the following conditions:
  - a. Have a minimum cumulative GPA of 3.0 on all undergraduate coursework to date or
  - b. Have a minimum cumulative GPA of 3.0 in the last 60 hours of coursework.
  - c. Have a minimum cumulative GPA of 3.0 on at least 9 hours of graduate coursework.
3. Have acceptable program application documents (references, resume, essay questions, etc.).
4. Complete an interview with the MSHR Graduate Admission Committee with a majority favorable recommendation (for the MSHR - Clinical Rehabilitation and Clinical Mental Health Counseling option only).

### Conditional Admission

Conditional admission may be granted to an applicant who has met the GPA requirement for unconditional admission, but has not submitted all other required documentation. The documentation, satisfactory completion of testing (if required), and successful completion of the interview (for Clinical Rehabilitation and Clinical Mental Health Counseling option only), must be completed and processed before the student may enroll in a second semester.

### Provisional Admission

Applicants not meeting the GPA or testing requirements for unconditional admission may be considered for provisional admission by the program. Students must submit all program documents before admission to the university. No more than nine (9) hours of graduate credit earned while on provisional admission status will count toward a degree. To gain unconditional status, the student must complete a minimum of nine (9) hours approved graduate work with a minimum GPA of 3.0 in all courses taken, meet all other admission criteria, and meet all provisions set by the program.

### Concurrent Admission

A senior student who lacks less than a full normal study load and who has completed a minimum of one hundred (100) credit hours, and meets the GPA requirements, may be permitted to enroll in graduate courses, subject to the study load provisions and semester hour provisions of the School of Graduate Studies.

### Admission Procedure

Human Resources Degree Process:

1. Be admitted in the School of Graduate Studies.
2. Submit the Human Resources Department Admission forms through MyECU:
  - A. Provide transcripts of all work completed (baccalaureate and graduate).
  - B. Submit an OSBI background check.
  - C. Submit a resume to include all educational and work history. Degree options may have additional requirements.
  - D. Provide name and address of three professional/work related references.
  - E. Submit a resume to include all educational and work history. Degree options may have additional application requirements.
  - F. Complete the four essay questions.
4. Schedule an interview with the MSHR Admissions Committee. Required for Clinical Rehabilitation and Clinical Mental Health Counseling applications ONLY. (see Department Chair or program Coordinator). \*
  - Fall deadline - March 1
  - Spring deadline - October 1
  - Summer deadline - March 1

Interviews may only be scheduled after all program documents have been submitted. Interviews will be conducted the week after spring break (for fall and summer admission) and the week after fall break (for spring admission). Applicants will be informed of admission decisions via letter from the Department Chair once an admission decision has been made.

### Denial of Admission

1. A denied applicant, who wishes to appeal the denial, must first request a second review by the Department of Human Resources Graduate Admission Committee (GAC). Requests for review, including any additional materials the applicant desires to submit, must be received in writing within 30 days

of the applicant receiving notice of denial. The GAC will complete a comprehensive review of the student's credentials, specifically any additional material the applicant submits, and will render a decision in writing to the applicant within ten (10) business days following the review meeting of the GAC.

- If an applicant is denied admission by the GAC, the applicant may appeal the GAC's decision to the Chair of the Department of Human Resources. The applicant's appeal must be in writing, must set forth with specificity the grounds for the appeal, and must be directed and delivered to the Chair of the Department of Human Resources. Upon receipt of the appeal, the Department Chair will review the applicant's file and appeal letter. The Department Chair will communicate his or her decision to the applicant-appellant, in writing, within thirty (30) calendar days of receipt of the appeal.

## II. Credit Requirements

The Master of Science in Human Resources degree program requires completion of at least thirty-six hours (sixty hours in the Clinical Rehabilitation and Clinical Mental Health Counseling option) of applicable work above the bachelor's degree. Courses which may apply on the master's degree program are those courses approved for graduate study at East Central University, and appropriate graduate courses transferred from accredited institutions.

The Master of Science in Human Resources has sixty hours of applicable work. This option does not allow transfer hours.

## III. Planning the Program

The student's study program leading to the master's degree is developed in consultation with his or her faculty advisor and is carefully related to the student's individual needs. Needs are identified through consideration of undergraduate preparation and immediate and prospective career goals.

## IV. Thesis

No thesis is required in the Master of Science in Human Resources degree program.

## V. Transfer Work

A maximum of nine semester hours of graduate credit transferred from other accredited colleges or universities may apply, if appropriate, to the program. Only grades of "B" or above may be considered for transfer. Because the Clinical Rehabilitation and Clinical Mental Health Counseling Program is accredited by CACREP, application of transfer credit from other universities will not be accepted unless the coursework was from an equivalent CACREP counseling program. The student who plans to transfer credit is responsible for assembling sufficient supporting material to allow the department chair and graduate dean to make an adequate evaluation of the transfer credit request.

## VI. Grade Regulations

The grades of A, B, C, D, P, F, N, W, AW, WF, and I may be assigned to graduate students. The grade mark "P" indicates pass without exact grade; the grade mark "W" indicates withdrawn; the grade mark "AW" indicates administrative withdrawal; the temporary grade mark "N" indicates the semester grade was not submitted by the instructor by the appropriate deadline. Grade marks have grade point values per semester hour as follows: A - 4, B - 3, C - 2, D - 1, F - 0, and WF - 0. Grade marks of "P" and "W" are disregarded with respect to grade points and hours attempted in computing grade average.

An incomplete grade ("I") may be used at the instructor's discretion to indicate that additional work is necessary to complete a course. It is not a substitute for an "F", and no student may be failing a course at the time an "I" grade is awarded. To receive an "I" grade, the student should have

satisfactorily completed a substantial portion of the required course work for the semester. "I" grades must be changed by the instructor within one year from the end of the semester in which the "I" was assigned or they will remain as a permanent "I" and not contribute to the student's GPA.

No more than six semester hours of "C" grade may be counted in the plan of study for the Masters degree in Human Resources, and the grade point average for all graduate courses taken on the degree program must be 3.0 or above. Departmental courses in which a passing grade is made may not be repeated. Courses in which a lower grade is made may be repeated only with advisor and/or departmental approval. The last grade is counted with reference to graduation requirements. No additional credit is allowed for a repeated course. Students accumulating more than six semester hours of "C" or lower in courses will have their admission to the program reviewed. Credit with grades of "D" will not satisfy specific degree requirements. After appropriate review and discussion with the student, the Department may recommend to the Graduate Dean the termination of student's admission to the degree program, place the student on departmental probation with stated criteria for reinstatement, and/or recommend remedial action which the student must complete in order to return to good standing. The student will be notified in writing by the Graduate Dean of the above actions.

## VIII. Practicum/Internship

The student must complete an application form for practicum/internship placement at least five weeks before the semester in which the practicum begins. The Practicum/Internship Coordinator will determine the type and appropriateness of supervision for each placement.

## IX. Degree Options

A student pursuing the Master of Science in Human Resources degree (rehabilitation and mental health counseling, criminal justice, or administration) must select one of the following degree options. Such selection shall be made at the time of admission to the graduate program since a change of option may result in the student having completed inapplicable work. A student desiring to change their degree option after admission to a degree program must initiate that change with the Graduate Office. Students who wish to change their degree option to 0894 Clinical Rehabilitation and Clinical Mental Health Counseling must submit an updated program application with current background check to the program coordinator and complete an interview with the MSHR admission committee to determine if an offer of admission may be made.

## X. Ethics and Professional Standards

The student admitted to the Master of Science in Human Resources Clinical Rehabilitation and Clinical Mental Health Counseling program needs to familiarize himself or herself with and act in accordance with the ethical standards required by the following boards, committees, or professional organizations.

- American Counseling Association
- Oklahoma State Board of Behavioral Health
- Commission on Rehabilitation Counselor Certification
- National Board for Certified Counselors

Any behavior on the part of a student which may conflict with the above professional standards will be reviewed by a committee from the MSHR Student Review Committee. The student may be present at the committee meeting. The committee will have the authority to take any of the following actions, or any other appropriate actions: exonerate the student; notify the student and plan appropriate ameliorative action; notify appropriate boards and law enforcement agencies; drop the student from the program.

## **Criminal Justice Option - 0895**

**(36 hours minimum)**

The Criminal Justice option provides students the opportunity to develop the advanced skills and knowledge needed to function effectively in the full range of criminal justice professions. The program also provides the opportunity to acquire the resources necessary for program development and management.

### **Curriculum**

#### **I. Research**

- HURES 5103 Human Services Research (Must be taken in the first 12 hours)
- HURES 5123 Grant Writing in Human Resources

#### **II. Specialization (Minimum of 24 hours)**

The following:

- CRJS 5113 Pol and Legal Aspects of the Crim Just Sys
- CRJS 5313 Interrogation/Report Writing
- CRJS 5323 Foun of the Crim Justice Prof
- HURES 5153 Operations Management
- HURES 5253 Legal and Ethical Aspects of Case Mgmt
- HURES 5263 Management Information Systems
- HURES 5343 Personnel Supervision
- HURES 5433 Organ Planning and Decision Making

#### **III. Measurement and Evaluation (Minimum of 3 hours)**

- EDPSY 5353 Standardized Group Tests
- HURES 5163 Appraisal and Assessment of Individuals, Groups and Families
- HURES 5303 Program Evaluation
- PSYCH 5373 Personality Assessment

#### **IV. Practicum (Minimum of 3 hours)**

- CRJS 5553 Practicum in Criminal Justice

## Human Resources Option - 0891

### Curriculum

#### I. Research

- HURES 5103 Human Services Research (Must be taken in the first 12 hours)  
HURES 5123 Grant Writing in Human Services

#### II. Specialization

The following (15 hours):

- HURES 5043 Hum Serv Admin and Supervision  
HURES 5153 Operations Management  
HURES 5263 Management Information Systems  
HURES 5343 Personnel Supervision  
HURES 5433 Organ Planning and Decision Making

#### Choose TRACK A (Administration) or TRACK B (Human Services)

**TRACK A** - Administration - focuses upon the problem-solving and decision-making responsibilities of modern management. It is aimed at providing broad-based preparation for careers in administration in either the public or private sector.

#### III. Measurement and Evaluation

The following (3 hours):

- HURES 5303 Program Evaluation

#### IV. Human Services Processes (Minimum of 6 hours)

- H/P/E 5443 Adv Group Counseling  
HURES 5363 Theory of Marriage and Family Counseling  
HURES 5603 Hum Grwth and Dev, a Multicultural Approach  
HURES 5633 Career and Life-Style Dev  
PSYCH 5113 Theories of Personality and Hum Beh  
PSYCH 5443 Multicultural Consult and Interv

#### V. Practicum (Minimum of 3 hours)

- HURES 5553 Practicum in Human Services

#### VI. Approved Electives (Minimum of 3 hours)

Students must select, with the advisor's approval, sufficient 5000-level courses (minimum of 3 hours) to total 36 hours. Courses not taken in the above categories may be used as electives.

**TRACK B** - Human Services - provides the opportunity for development of the necessary skills to become an effective human service provider. Students will learn the concepts necessary for organizational and client program development, as well as broad based skills for working with clients. Students will develop skills in case management, client employment and development, and strategies for a wide range of problem solving in the human services field.

#### III. Measurement and Evaluation (Minimum of 3 hours)

- HURES 5163 Appraisal and Assessment of Individuals, Groups, and Families  
HURES 5303 Program Evaluation  
EDPSY 5353 Standardized Group Tests  
PSYCH 5373 Personality Assessment

#### IV. Human Services Processes (Minimum of 9 hours)

- H/P/E 5443 Advanced Group Counseling  
HURES 5213 Diag and Treatment of Psychiatric & Co-occurring Disorders  
HURES 5253 Legal and Ethical Aspects of Case Mgmt  
HURES 5363 Theory of Marriage and Family Counseling  
HURES 5603 Hum Grwth & Dev, a Multicultural Approach  
HURES 5633 Career and Life-Style Dev  
PSYCH 5113 Theories of Personality and Hum Beh  
PSYCH 5443 Multicultural Consultation and Interv

#### V. Practicum (Minimum of 3 hours)

- HURES 5553 Practicum in Human Services

## Clinical Rehabilitation and Clinical Mental Health Counseling Option - 0894

This option prepares rehabilitation and counseling professionals for employment in a variety of public and private settings. This training program affords students opportunities to gain the knowledge necessary to become highly-skilled professional counselors meeting the demands of clinical rehabilitation and clinical mental health counseling. Students completing the program will satisfy the educational and clinical training requirements to be eligible for certification (Certified Rehabilitation Counselor – CRC) and licensure (Licensed Professional Counselor—LPC). An applicant for admission to the program must show evidence of professional potential. This option is fully accredited by the Council for Accreditation of Counseling and Related Educational Programs (CACREP) and the Council on Rehabilitation Education (CORE).

### Curriculum

#### I. Research (3 hours)

HURES 5103 Human Services Research (Must be taken in the first 12 hours)

#### II. Specialization (Minimum of 57 hours)

HURES 5043 Hum Serv Admin and Supervision  
 HURES 5053 Community Service Theory and Practice  
 HURES 5073 Assessment of Psychological, Social, and Relational Aspects of Disability  
 HURES 5163 Appraisal and Assessment of Individuals, Groups and Families  
 HURES 5213 Diag and Treatment of Psychiatric & Co-occurring Disorders  
 HURES 5243 Clinical Rehabilitation & Clinical Mental Health Foundations  
 HURES 5253 Legal and Ethical Aspects of Case Mgmt  
 HURES 5363 Theories of Marriage and Family Counseling  
 HURES 5463 Medical Aspects of Disability  
 HURES 5473 Framework for Job Placement Development  
 HURES R5553 Practicum in Clinical Rehabilitation & Clinical Mental Health Counseling  
 HURES 5603 Human Growth & Dev: A Multicultural Approach  
 HURES 5613 Counseling Theories  
 HURES 5623 Counseling Intervention  
 HURES 5633 Career and Life-Style Development  
 HURES 5713 Group Counseling Theory and Practice  
 HURES 5943 Internship in Clinical Rehabilitation & Clinical Mental Health Counseling  
 HURES 5943 Internship in Clinical Rehabilitation & Clinical Mental Health Counseling  
 HURES 5943 Internship in Clinical Rehabilitation & Clinical Mental Health Counseling

## Graduate Certificate in Human Resources (Addictions Counseling) - 0990

Participant in the Certificate in Human Resources (Addictions Counseling) will:

1. Acquire knowledge of the psychological, social and physiological aspects of substance addictions.
2. Gain knowledge concerning the effects of substance abuse on individuals, relationships and society.
3. Learn effective intervention and treatment strategies to help those impacted by and at risk of substance abuse disorders.
4. Demonstrate basic skills of documentation, treatment planning and other services in regards to assessing and treating substance abuse disorders.
5. Learn skills to provide culturally competent treatment that reduces barriers to participants accessing services.

These objectives support ECU's mission of fostering learning in a culturally diverse society and promote leadership for economic development by training counselors to excel in substance abuse counseling.

HURES	5083	Concepts in Addiction Counseling Practice
HURES	5183	Addictions Theory
HURES	5283	Psychopharmacology and Substance Abuse
HURES	5383	Family Systems and Addictions
HURES	5483	Family Therapy and Addictions

## MASTER OF SCIENCE IN PSYCHOLOGICAL SERVICES DEGREE

### General Purpose and Objectives

The Master of Science in Psychological Services degree is designed to develop professionals who can function as Licensed Professional Counselors, Licensed Behavioral Practitioners, School Psychologists, Sport Psychologists or psychological assistants in such settings as mental health centers, guidance centers, mental hospitals, alcohol and drug treatment centers, correctional institutions, individual athletes and teams, and as an independent practitioner as defined by the licensure or certification board(s) of his or her chosen program of study. The role of these professionals is to help people more fully to develop their potential for creative productivity and emotional satisfaction. The following general objectives are intended to prepare students to fill this role:

1. to provide opportunities for students to acquire knowledge of the general principles involved in providing psychological services;
2. to prepare students to understand research methodology and to use research reports and psychological literature;
3. to prepare students to provide the psychological services of counseling, consulting, and evaluating.

Students in this program are expected to have or to acquire in the early phases of training knowledge of general psychology, statistical methods, psychology of learning and its application to behavior modification, psychology of personality, abnormal psychology, and psychological evaluation. A course in theory and research in psychological services builds on this background to develop competencies in research and the use of psychological literature. Courses in individual mental testing, and individual psychological evaluation, help students to acquire the skills to evaluate people. Courses in behavior change and clinical psychology help students to provide counseling services to people. A course in community consultation helps students to provide consultation in their work setting and community.

Small classes and ample opportunities for interaction with faculty and students provide an excellent opportunity for students to develop the skills necessary to function well in their occupations. Graduate teaching assistantships and graduate research assistantships provide financial assistance as well as unusual opportunities for learning.

### General Regulations for the Program

#### I. Admission to the Master of Science in Psychological Services Degree

##### Unconditional Admission

Unconditional admission may be granted to applicants who meet the following criteria:

1. Have a baccalaureate degree from an accredited institution.
2. Meet one of the following conditions:
  - a. Have a minimum cumulative GPA of 3.0 on all undergraduate coursework to date, have a minimum cumulative GPA of 3.0 in the last 60 hours of coursework, or Have a minimum cumulative GPA of 3.0 on at least 9 hours of graduate coursework.
  - b. Have a minimum cumulative GPA of 3.0 on all undergraduate or graduate work in psychology or related field (minimum of 18 hours) or
  - c. Have a minimum percentile score of 40% on the verbal,

3. quantitative, or analytical section of the GRE.
3. Have submitted acceptable program application documents (references, resume, essay questions, etc.).

##### Conditional Admission

Conditional admission may be granted to an applicant who has met the GPA requirement for unconditional admission, but has not submitted all other required documentation and/or completed the GRE (if required). The documentation, satisfactory completion of the GRE (if required) must be completed and processed before the student may enroll in a second semester.

##### Provisional Admission

Applicants not meeting the GPA or GRE requirements for unconditional admission may be considered for provisional admission by the program. Students must submit all program documents before admission to the university. No more than nine (9) hours of graduate credit earned while on provisional admission status will count toward a degree. To gain unconditional status, the student must complete a minimum of nine (9) hours approved graduate work with a minimum GPA of 3.0 in all courses taken, meet all other admission criteria, and meet all provisions set by the program.

##### Concurrent Admission

A senior student who lacks less than a full normal study load and who has completed a minimum of one hundred (100) credit hours, and meets the GPA requirements, may be permitted to enroll in graduate courses, subject to the study load provisions and semester hour provisions of the School of Graduate Studies.

##### Admission Procedure

The applicant must:

1. Complete an East Central University Application for Admission/Readmission.
2. Submit the Department of Psychology Admissions forms
  - a. Provide transcripts of all work completed (baccalaureate and graduate).
  - b. Provide academic and professional information
  - c. Provide name, mailing address, and e-mail of two references.
  - d. Provide responses to the writing exam.
3. Take the GRE, if applicable.

#### II. Credit Requirements

The program leading to the Master of Science degree in Psychological Services requires completion of at least sixty hours of applicable work above the bachelor's degree. (Courses which may apply on the master's degree program are those 5000 level courses.)

#### III. Planning the Program

Each student will be assigned a faculty graduate advisor upon entering the program and will be expected to work closely with the advisor. A student will need to work with his or her advisor in meeting basic professional goals. This MSPS degree qualifies an individual to work in applied areas of psychology under supervision. At the completion of the program, students will have met the academic requirements for certification as a Licensed Professional Counselor, a Licensed Behavioral Practitioner, Applied

Sport Psychologist, or School Psychologist.

#### IV. Thesis

No thesis is required in the Master of Science in Psychological Services program at East Central University. However, one may be submitted in partial fulfillment of the requirements for the degree, for credit of six semester hours, provided approval is given by the Graduate Committee of the Psychology Department, the Dean of the College of Education and Psychology, and the Dean of the School of Graduate Studies (see the course PSYCH 5691-6). Guidelines for writing the thesis in the Master of Science in Psychological Services program may be obtained either from the Dean of the School of Graduate Studies or the Coordinator of the College of Education and Psychology Graduate Programs.

**NOTE:** Students who plan to apply for Licensed Professional Counselor **should not choose** the thesis option as the State Board of Behavioral Health Licensure will not accept thesis hours as approved coursework.

#### V. Transfer Work

No transfer work will be accepted since the program has been pre-approved by the LPC Board. If the student chooses an alternate career path the student may meet with the program coordinator to discuss his or her long term professional goals and whether or not this action is a feasible option for those career goals.

#### VI. Grade Regulations

The grades of A, B, C, D, P, F, N, W, AW, WF and I may be assigned to graduate students. The grade mark "P" indicates pass without exact grade; the grade mark "W" indicates withdrawn; the grade mark "AW" indicates administrative withdrawal; the temporary grade mark "N" indicates the semester grade was not submitted by the instructor by the appropriate deadline. Grade marks have grade point values per semester hour as follows: A-4, B-3, C-2, D-1, F-0, and WF-0. Grade marks of "P" and "W" are disregarded with respect to grade points and hours attempted in computing grade average.

An incomplete grade ("I") may be used at the instructor's discretion to indicate that additional work is necessary to complete a course. It is not a substitute for an "F", and no student may be failing a course at the time an "I" grade is awarded. To receive an "I" grade, the student should have satisfactorily completed a substantial portion of the required course work for the semester. "I" grades must be changed by the instructor within one year from the end of the semester in which the "I" was assigned or they will remain as a permanent "I" and not contribute to the student's GPA. ("I" grades in PSYCH 5691-6 Master's Thesis are exempt from this regulation.)

Only courses having grades of "C" or above may be counted in the minimum sixty semester hours graduate study required for the master's degree, and the grade average for all courses taken on the degree program and all prerequisites must be "B" (3.0) or above. No more than six semester hours of "C" grade may be counted. Credit with grades of "D" will not satisfy degree requirements.

A student may repeat a course if approved by the advisor. Only the last grade is counted with reference to graduation requirements. No additional credit is allowed for a repeated course. T

#### VII. Practicum/Internship

The student will spend a minimum number of hours receiving direct supervision with a qualified mentor and direct client contact hours as required by his or her practicum(s) or internship(s). The student must complete an application form for practicum placement at least five weeks before the semester in which the practicum begins.

The student's advisor and the Practicum/Internship Supervisors will determine the type and appropriateness of supervision for each placement. The student will spend a minimum number of hours receiving direct supervision with a qualified mentor and direct client contact hours as required by his or her practicum(s) or internship(s).

#### VIII. Ethics and Professional Standards

The student admitted to the Master of Science in Psychological Services program needs to familiarize himself or herself with and act in accordance by following board and professional organizations:

1. American Psychological Association
2. American Counseling Association
3. National Board for Counselor Certification
4. Association of Psychological Sciences
5. Oklahoma State Board of Behavior Health

As well as the professional organization for his or her specific program of study:

6. National Association of School Psychologist  
or
7. Association for Applied Sport Psychology

Any behavior on the part of a student which may conflict with the standards in the above documents will be reviewed by a committee from the psychology faculty consisting of the advisor, a psychology faculty member appointed by the chair, and a faculty member chosen by the student. The committee will have the authority to take any of the following actions: exonerate the student; notify the student and plan appropriate ameliorative action; notify appropriate boards and law enforcement agencies; or dismiss the student from the program.

## Counseling Psychology - 0860 (60 hours)

**Counseling Psychology-** focuses on the skills and knowledge needed to facilitate personal and interpersonal functioning within mental health practice and different community mental health settings. The curriculum is broad-based to prepare students in working with many different populations. Students in this track will be eligible to seek state LPC and LBP licensure.

### I. Psychological & Counseling Foundations (27 hours total):

EDPSY 5163 Cog Beh Theories & Methods of Coun & Psychotherapy  
 EDPSY 5353 Standardized Group Tests  
 EDPSY 5433 Affective Theories of Counseling & Psychotherapy  
 H/P/E 5443 Advanced Group Counseling  
 PSYCH 5063 Advanced Physiological Psych  
 PSYCH 5143 Stat and Design in Applied Psychology  
 PSYCH 5173 Prof Orientation and Ethics in Clinical Psych  
 PSYCH 5363 Adolescent Psychopathology and Treatment  
 PSYCH 5443 Multicultural Consultation and Interv

### II. Counseling Psychology Specialization (21 hours):

PSYCH 5113 Theories of Personality & Hum Behavior  
 PSYCH 5153 Research in Applied Psychology  
 PSYCH 5183 Adv Abnormal Psychology  
 PSYCH 5333 Beh Intervention w/ Children  
 PSYCH 5373 Psychological Assessment  
 PSYCH 5403 Intellectual Assessment  
 PSYCH 5473 Adv Psych of Childhood & Adolescence

### III. Field Experiences (6 hours):

PSYCH 5553 Practicum in Psychology (6 hours)

### IV. Electives (6 hours):

Students may select with advisor/department approval six (6) hours of graduate electives with PSYCH or EDPSY prefix.

**OR**

PSYCH 5691-6 Thesis (6 hours, Prereq: Departmental Approval) to total 60 hours.

Students who plan to apply for Oklahoma state LPC licensure are strongly advised to complete 6 elective program courses approved by the State Board of Behavioral Health Licensure (BBHL). **Thesis hours are not accepted for LPC coursework.** Candidates who do not adhere to the LPC Planned Program of Study for the MSPS Counseling Psychology Program may be subject to individual course review and at the discretion of the board denied approval or required to complete additional coursework. Therefore course substitutions for the Counseling Psychology option will only be approved after the candidate signs a contract stating he or she understands these possible consequences.

## School Psychology - 0861 (60 hours)

**School Psychology-** focuses on the skills and knowledge needed for providing psychological services within public school settings. The curriculum is designed to prepare students to work with diverse childhood populations, including children from diverse demographic backgrounds as well as children with diverse learning, behavior, and emotional needs. Students who successfully complete this track will be eligible to seek state School Psychologist and School Psychometrist certification.

### I. Psychological & Counseling Foundations (27 hours total):

EDPSY 5163 Cog Beh Theories & Methods of Coun & Psychotherapy  
 EDPSY 5353 Standardized Group Tests  
 EDPSY 5433 Affective Theories of Counseling & Psychotherapy  
 H/P/E 5443 Advanced Group Counseling  
 PSYCH 5063 Advanced Physiological Psych  
 PSYCH 5143 Stat and Design in Applied Psychology  
 PSYCH 5173 Prof Orientation and Ethics in Clinical Psych  
 PSYCH 5363 Adolescent Psychopathology and Treatment  
 PSYCH 5443 Multicultural Consultation and Interv

### II. School Psychology Specialization (21 hours):

EDPSY 5143 Introduction to School Psychological Services  
 EDPSY 5403 Non-Traditional Assessment  
 PSYCH 5313 Adv Educ Psych  
 PSYCH 5333 Behavioral Intervention w/ Children  
 PSYCH 5403 Intellectual Assessment  
 PSYCH 5433 Diagnostic Assessment  
 PSYCH 5473 Adv Psych of Childhood & Adolescence

### III. Field Experiences (12 hours):

EDPSY 5493 Practicum in School Psychology  
 EDPSY 5693 Practicum in School Psychometry  
 EDPSY 5593 Internship in School Psychology I  
 EDPSY 5613 Internship in School Psychology II

## Sport Psychology - 0862 (60 hours)

**Sport Psychology-** focuses on the applied knowledge needed in the development and use of psychological skills for the optimal performance and the well-being of athletes. The curriculum is designed to address the performance and psychological concerns associated with sports involvement affecting athletes, coaches, and families as well as the developmental and social aspects of sports participation

### I. Psychological & Counseling Foundations (27 hours total):

EDPSY	5163	Cog Beh Theories & Methods of Coun & Psychotherapy
EDPSY	5353	Standardized Group Tests
EDPSY	5433	Affective Theories of Counseling & Psychotherapy
H/P/E	5443	Advanced Group Counseling
PSYCH	5063	Advanced Physiological Psych
PSYCH	5143	Stat and Design in Applied Psychology
PSYCH	5173	Prof Orientation and Ethics in Clinical Psych
PSYCH	5363	Adolescent Psychopathology and Treatment
PSYCH	5443	Multicultural Consultation and Interv

### II. Sport Psychology Specialization (30 hours):

PSYCH	5023	Advanced Social Psychology
PSYCH	5043	Advanced Sport Psychology
PSYCH	5083	Sports Performance Enhancement Strategies
PSYCH	5153	Research in Applied Psychology
PSYCH	5183	Adv Abnormal Psychology
PSYCH	5193	Health Psychology
PSYCH	5203	Applied Biomechanics
PSYCH	5213	Life Coaching & Career Conseling
PSYCH	5373	Psychological Assessment
PSYCH	5523	Sports in American Society

### III. Field Experiences (3 hours):

PSYCH	5563	Internship in Sport Psychology
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## Graduate Certificate in Psychological Services

### School Psychologist - 1000 (60 hours)

Aplicant must hold a Master's Degree in one of the following areas: General Psychology, Special Education, Child Psychology, School Counseling, or a related counseling area. School Psychologist Certificate candidates will be eligible to complete the OSAT certification exams for School Psychologist (033) and Psychometrist (034). School Psychologist certificate students will only be eligible to seek a state LPC licensure if they hold a Master's Degree in an area related to mental health and accepted by the stated LPC licensure board. Minimum total of sixty (60) semester credit hours, including course work in the following program of study are required.

### I. Psychological & Counseling Foundations (27 hours)

EDPSY	5163	Cog Beh Theories & Methods of Coun & Psychotherapy
EDPSY	5353	Standardized Group Tests
EDPSY	5433	Affective Theories of Counseling & Psychotherapy
H/P/E	5443	Advanced Group Counseling
PSYCH	5063	Advanced Physiological Psych
PSYCH	5143	Stat and Design in Applied Psychology
PSYCH	5173	Prof Orientation and Ethics in Clinical Psych
PSYCH	5363	Adolescent Psychopathology and Treatment
PSYCH	5443	Multicultural Consultation and Interv

### II. School Psychology Specialization (21 hours):

EDPSY	5143	Intro to School Psych Services
EDPSY	5403	Non-Traditional Assessment
PSYCH	5313	Advanced Educational Psych
PSYCH	5333	Beh Intervention w/ Children
PSYCH	5403	Intellectual Assessment
PSYCH	5433	Diagnostic Assessment
PSYCH	5473	Adv Psych of Childhood & Adolescence

### III. Field Experiences (12 hours)

EDPSY	5493	Practicum in School Psychology
EDPSY	5593	Internship in School Psychology I
EDPSY	5613	Internship in School Psychology II
EDPSY	5693	Practicum in School Psychometry

**Graduate Certificate in  
Psychological Services**

**School Psychometrist - 1010**  
(30 hours)

**I. Psychological Foundations (9 hours)**

EDPSY 5163 Cog Beh Theories & Methods of Coun &  
Psychotherapy  
EDPSY 5353 Standardized Group Tests  
PSYCH 5173 Prof Orientation and Ethics in Clinical Psych

**II. School Psychology Specialization (18 hours):**

EDPSY 5143 Intro to School Psych Services  
EDPSY 5403 Non-Traditional Assessment  
PSYCH 5313 Advanced Educational Psych  
PSYCH 5403 Intellectual Assessment  
PSYCH 5433 Diagnostic Assessment  
PSYCH 5473 Adv Psych of Childhood & Adolescence

**III. Field Experiences (3 hours)**

EDPSY 5693 Practicum in School Psychometry

# MASTER OF SCIENCE IN WATER RESOURCE POLICY AND MANAGEMENT

## General Purpose and Objectives

The Master of Science in Water Resource Policy and Management supports the need for advanced understanding of the growing complexity of water issues that face communities in the state, nation, and globally. This degree trains students for leadership in making water policy decisions and prepares students who seek employment within federal and state environmental agencies, environmental non-governmental organizations, international development agencies, industry and environmental consulting firms.

The program requires students to integrate and synthesize knowledge from multiple disciplines to address the complex challenges of water resource decisions and to develop solutions that are socially acceptable, politically and economically viable, and environmentally sustainable. Students will be broadly trained to undertake careers in managing water resources and in guiding or making water resource policy decisions.

## General Regulations for the Program

### I. Admission to the Master of Science in Water Resource Policy and Management

#### Admission Process

The applicant must:

1. Complete an ECU Application for Admission/Readmission.
2. Submit the Masters of Water Resource Policy and Management Admissions forms
  - a. Provide transcripts of all work completed (baccalaureate and graduate).
  - b. Submit a current resume.
  - c. Provide name, mailing address, and e-mail of two references.
  - d. Provide responses to the essay questions.
3. Submit LSAT, MAT, or GRE scores.

#### Unconditional Admission

Unconditional admission may be granted to applicants who meet the following criteria:

1. Have a baccalaureate degree from an accredited institution.
2. Meet either of the following conditions:
  - a. Have a minimum cumulative GPA of 3.0 on all undergraduate coursework to date or
  - b. Have a minimum cumulative GPA of 3.25 in the last 60 hours of coursework.
3. Non-native English speaking students must have a minimum of 79 Internet-based, 213 computer-based, or 550 paper-based TOEFL score or a minimum 6.5 IELTS score.
4. Have acceptable program application documents (references, resume, essay questions, etc.)

#### Conditional Admission

Conditional admission may be granted to an applicant who has met the GPA and TOEFL/IELTS requirements for unconditional admission, but has not submitted all other required documentation and/or completed the testing LSAT or MAT. The documentation and satisfactory

completion of the LSAT or MAT must be completed and processed before the student may enroll in a second semester.

### Provisional Admission

Applicants not meeting the GPA or testing requirements for unconditional admission may be considered for provisional admission by the program. Students must submit all program documents before admission to the university. No more than nine (9) hours of graduate credit earned while on provisional admission status will count toward a degree. To gain unconditional status, the student must complete a minimum of nine (9) hours approved graduate work with a minimum GPA of 3.0 in all courses taken, meet all other admission criteria, and meet all provisions set by the program.

### Concurrent Admission

A senior student who lacks less than a full normal study load and who has completed a minimum of one hundred (100) credit hours, and meets the GPA requirements, may be permitted to enroll in WRPM courses, subject to the study load provisions and semester hour provisions of the School of Graduate Studies.

### II. Credit Requirements

The program leading to the Master of Science in Water Resource Policy and Management requires completion of at least thirty hours of applicable work above the bachelor's degree. Courses which may apply on the master's degree program are those 5000 level courses and appropriate graduate level courses transferred from accredited institutions.

### III. Planning the Program

The students study program leading to the master's degree is developed in consultation with his or her faculty advisor and is carefully related to the student's individual needs. Needs are identified through consideration of undergraduate preparation and immediate and prospective career goals.

### IV. Thesis

No thesis is required in the Master of Science in Water Resource Policy and Management program at East Central University. However, one may be submitted in partial fulfillment of the requirements for the degree, for credit of six semester hours, provided approval is given by the Graduate Committee of the Legal Studies Department, the Dean of the College of Liberal Arts and Social Sciences, and the Dean of the School of Graduate Studies (see the course WRPM 5691-6). Guidelines for writing the thesis in the Master of Science in Water Resource Policy and Management program may be obtained either from the Dean of School of Graduate Studies or the Coordinator of the Water Resource Policy and Management Program.

### V. Transfer Work

A maximum of nine (9) semester hours of graduate credit earned at other colleges or universities may be accepted as partial fulfillment of the requirements for the master's degree in water resource policy and management. To be applicable, the graduate credit must meet the following three requirements:

1. The college or university at which the credit was obtained must offer a graduate degree in water policy or water management;
2. The content of the course involved must be consistent with the career goals of the student as determined by the student's advisor; and

3. The student must have received an “A” or “B” (or the equivalent) in the course involved.

The student who plans to transfer credit is responsible for assembling sufficient supporting material to allow the department chair and graduate dean to make an adequate evaluation of the transfer credit request.

#### VI. Grade Regulations

The grades of A, B, C, D, P, F, N, W, AW, WF and I may be assigned to graduate students. The grade mark “P” indicates pass without exact grade; the grade mark “W” indicates withdrawn; the grade mark “AW” indicates administrative withdrawal; the temporary grade mark “N” indicates the semester grade was not submitted by the instructor by the appropriate deadline. Grade marks have grade point values per semester hour as follows: A-4, B-3, C-2, D-1, F-0, and WF-0. Grade marks of “P” and “W” are disregarded with respect to grade points and hours attempted in computing grade averages.

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

Graduate students must maintain an overall graduate grade point average (GPA) of 3.0 to remain academically in good standing with the School of Graduate Studies. If the GPA falls below 3.0, the student will be placed on Academic Probation. In this status, a minimum GPA of 3.0 must be earned each semester or term. Failure to earn a 3.0 or higher each semester or term will result in Suspension from the Graduate Degree Program.

## WATER RESOURCE POLICY AND MANAGEMENT - 1030

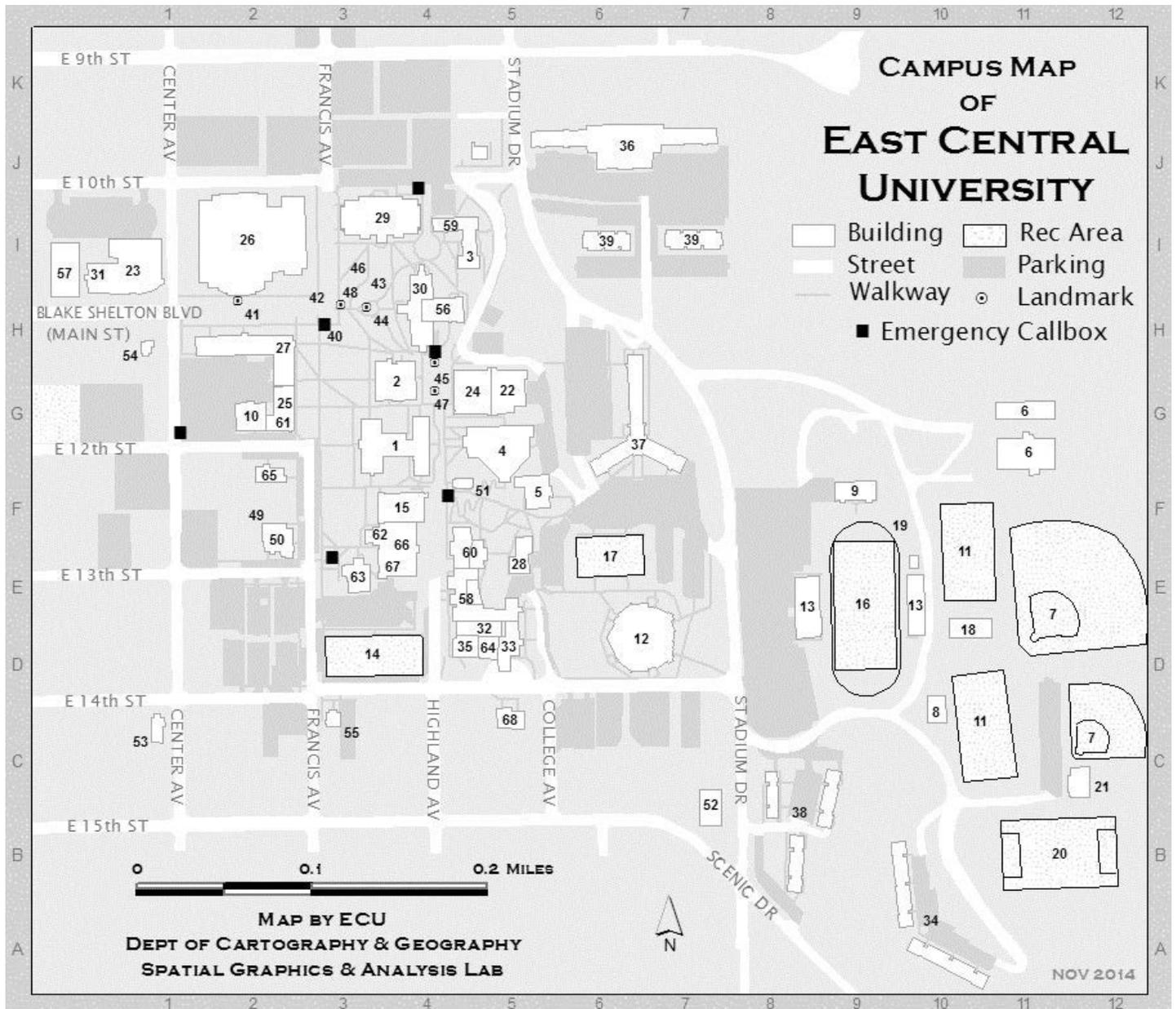
<b>I. Required Courses</b>		<b>21 hours</b>
WRPM 5103	Policy Research and Methodology	
WRPM 5203	Natural Resource History & Policy	
WRPM 5303	Water Resource Policy Analysis	
WRPM 5403	Water Law	
WRPM 5503	Environmental Conflict Management	
WRPM 5603	Water Resource Economics	
WRPM 5703	International Environmental Policy	
<b>II. Elective Courses</b>		<b>9 hours</b>
Select nine hours from the following:		
WRPM 5113	Advanced Native American Law	
WRPM 5193	Advanced Tribal Politics	
WRPM 5293	Advanced Public Policy Making	
WRPM 5313	Native American Water Rights	
WRPM 5413	Public Organization Theory	
WRPM 5513	Advanced Watershed Management	
WRPM 5613	Hydrogeology	
WRPM 5713	Advanced Water Quality and Treatment	
WRPM 5813	Studies in Environmental Toxicology	
WRPM 5951-3	Internship in Water Resources	
WRPM 5691-6	Thesis	
A minimum of three hours of Thesis must be completed. A maximum of six hours of Thesis may be counted toward the degree.		
WRPM 5981-4	Seminar in Water Resources Policy and Management (Subject named in title listing)	
WRPM 5991-4	Individual Study in Water Resources Policy and Management (Subject named in title listing)	
<b>Total</b>		<b>30 hours</b>

#### Cost Statement

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#### Affirmative Action Compliance Statement

East Central University, in compliance with all applicable Federal and State laws and regulations, does not discriminate on the basis of race, color, national origin, sex, age, religion, disability, sexual orientation, genetic information, or status as a veteran in any of its policies, practices, or procedures. This includes but is not limited to admission, employment, financial aid, and educational services. The following person has been designated to handle inquiries regarding the non-discrimination policies: Employment Services Director, 1100 E. 14th, Adm 160, Ada, OK 74820, (580) 559-5217



**MAP KEY****ADMINISTRATION BUILDING**

- 1 ADMINISTRATION (G4)
- 2 DANLEY HALL (G3)
- 3 FENTEM HALL/CONTINUING EDUCATION (I4)
- 4 LINSCHIED LIBRARY (G5)
- 5 LINSCHIED LIBRARY ANNEX (F6)
- 6 PHYSICAL PLANT & HAZARD WASTE (G11)

**ATHLETIC FACILITIES**

- 7 BASEBALL & SOFTBALL FIELDS (D11)
- 8 BASEBALL LOCKER ROOM (D10)
- 9 ELVAN GEORGE ATHLETIC BLDG (F9)
- 10 FAUST HALL GYM (G2)
- 11 INTRAMURAL/PRACTICE FIELDS (C11, F11)
- 12 KERR ACTIVITY CENTER (D7)
- 13 KOI ISHTO STADIUM (E9)
- 14 MAYHUE TENNIS COURTS (D3)
- 15 MCBRIDE GYM (F4)
- 16 NORRIS FIELD (E9)
- 17 OSCAR PARKER TENNIS COURTS (E6)
- 18 PAT O'NEAL STRENGTH  
& CONDITIONING CTR (D11)
- 19 PHILPOT TRACK (F9)
- 20 SOCCER FIELD (B12)
- 21 SOCCER-SOFTBALL LOCKER ROOM (C12)

**CLASSROOM BUILDING**

- 22 ART ANNEX (G5)
- 23 CHICKASAW BUSINESS & CONFERENCE CTR (I1)
- 24 EDUCATION (G4)
- 25 FAUST HALL (G2)
- 26 HALLIE BROWN FORD FINE ART CENTER (I2)
- 27 HORACE MANN (H2)
- 28 KINESIOLOGY (E5)
- 29 PHYSICAL/ENVIRONMENTAL SCIENCE CTR (I3)
- 30 SCIENCE HALL (H4)

**EMERGENCY**

- 31 CAMPUS POLICE DEPARTMENT (I1)
- 32 UNIVERSITY NURSE/COUNSELING (D5)

**HOUSING**

- 33 BRILES HALL (D5)
- 34 GREEK VILLAGE (B10)
- 35 KNIGHT HALL (D5)
- 36 PESAGI HALL (J6)
- 37 PONTOTOC HALL (G6)
- 38 STADIUM DRIVE APTS (B8)
- 39 TIGER COMMONS (I6, I7)

**LANDMARKS**

- 40 CALLIXYLON TREE (H3)
- 41 CENTENNIAL FOUNTAIN (H2)
- 42 CENTENNIAL PLAZA (H3)
- 43 CRABTREE HONOR PLAZA (H3)
- 44 ECU TIGER & FOUNTAIN (H3)
- 45 E. W. JAMES PLAZA (G4)
- 46 POGUE GAZEBO (I3)
- 47 TIME CAPSULE (G4)
- 48 WORLD WAR I MEMORIAL (H3)

**STUDENT & OTHER FACILITIES**

- 49 BANNER BAPTIST ASSOCIATION (F2)
- 50 BAPTIST STUDENT UNION (F2)
- 51 BOSWELL CHAPEL (F4)
- 52 CHI ALPHA CAMPUS MINISTRIES (B7)
- 53 CHURCH OF CHRIST CENTER (C1)
- 54 COMMUNICATION CREDIT UNION (H1)
- 55 DHS VOCATIONAL REHABILITATION (C3)
- 56 DOROTHY I. SUMMER AUDITORIUM (H5)
- 57 ECU ARTS INCUBATOR (I1)
- 58 ECU BOOKSTORE (E5)
- 59 ECU CHILD DEVELOPMENT CENTER (I4)
- 60 ECU STUDENT UNION (E4)
- 61 FAUST HALL AUDITORIUM (G2)
- 62 RAYMOND ESTEP AUDITORIUM (F3)
- 63 STERLING L. WILLIAMS ALUMNI  
& FOUNDATION CENTER (E3)
- 64 TAFF CAFETERIA (D5)
- 65 UNITED CAMPUS MINISTRIES (F2)
- 66 BILL S. COLE UNIVERSITY CENTER (E4)
- 67 WELLNESS CENTER (E4)
- 68 Z-TREE (C5)



## **ECU MISSION STATEMENT**

**East Central University's mission is to foster a learning environment in which students, faculty, staff, and community interact to educate students for life in a rapidly changing and culturally diverse society. Within its service area, East Central University provides leadership for economic development and cultural enhancement.**

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