



# **EAST CENTRAL UNIVERSITY**

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### Affirmative Action Compliance Statement

East Central University, in compliance with Title VI and Title VII of the Civil Rights Act of 1964 (as amended), Executive Order 11246 (as amended), Title IX of the Education Amendment of 1972, Sections 503 and 504 of the Rehabilitation Act of 1973 (as amended), the Americans With Disabilities Act of 1990, the Civil Rights Act of 1991, and other federal and state laws, does not discriminate on the basis of race, color, national origin, sex, age, religion, disability, sexual orientation, or status as a veteran in any of its policies, practices or procedures.

This includes, but is not limited to admissions, employment, financial aid, and educational services.

### Americans with Disabilities Statement

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

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

### Admission of Nonimmigrant Aliens

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

### Curricula Changes

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

### Fee Changes

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

### Cost Statement

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### Student Responsibility

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

### Accreditation and Affiliation

Accredited by:

The Higher Learning Commission and a member of the North Central Association as a Master's Degree granting institution (1922-34; 1947). The Higher Learning Commission's website is [www.ncahlc.org](http://www.ncahlc.org) and its phone number is (800) 621-7440.

Accreditation Commission for Education in Nursing, Inc., 1978\*  
Accreditation Council of Business Schools and Programs, 2004  
Commission on Accreditation of Athletic Training Education Programs (CAATE), 2003  
Council on Rehabilitation Education, 1992  
Council on Social Work Education, 1984  
National Association of Schools of Music, 1996  
National Council for Accreditation of Teacher Education, 1954  
National Environmental Health Science and Protection Accreditation Council, 1975  
Oklahoma State Regents for Higher Education, 1948

Approved by:

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

Member of:

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

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# Section I INTRODUCTION TO THE UNIVERSITY HISTORY AND FUNCTIONS

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

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

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

In 1974 the Oklahoma State Legislature officially changed the name of East Central from East Central State College to East Central Oklahoma State University and in 1985 the official title became East

Central University. The academic schools of the University are the following: the Harland C. Stonecipher School of Business; the College of Education and Psychology; the College of Health and Sciences; the College of Liberal Arts and Social Sciences; and the School of Graduate Studies. The University also maintains The Center of Continuing Education and Community Services for the immediate use of the general public.

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

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



### MISSION STATEMENT

#### MISSION

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.

#### STRATEGIES

East Central University acknowledges five areas of importance to fulfill its mission.

**1. To provide academic programs;**

East Central University's primary mission is to develop and provide academic programs of study to meet the present and emerging needs of its students. Through on-campus and off-campus instruction, including electronic delivery, East Central University offers a variety of educational programs for both traditional and non-traditional students. These programs include:

- A. Baccalaureate degree programs in the arts and sciences combine general education courses, which emphasize the common elements of human experience, with courses in a major field to build student capacities for both breadth and specialization. Students desiring a liberal arts education or careers in education, business, and the service professions may choose from a wide range of majors.
- B. Pre-professional programs in areas such as dentistry, engineering, law, medicine, pharmacy, and veterinary medicine prepare students for advanced education in these fields.
- C. Graduate programs lead to masters degrees in education, human resources, and psychological services, as well as opportunities for study required for certification acquisition and renewal.

**2. To sustain educational support programs;**

East Central University seeks to increase student potential for academic and personal success through services and programs which address the diverse educational needs of all students, including students with disabilities.

**3. To provide educational enrichment opportunities;**

Since education involves more than formal classroom work, East Central University sponsors varied organizations and activities to provide enrichment opportunities to enhance a global understanding and a total educational experience.

**4. To offer special community/regional services;**

East Central University serves the community and region by offering and promoting symposia, lectures, programs, cultural activities and economic development. These services include:

- A. Continuing education programs which meet the professional development needs in various fields, and community service programs which address the personal and vocational needs of people throughout the service area.

- B. Economic development efforts throughout the region. East Central University provides the private and public sectors with leadership and expertise for human resource development, entrepreneurial assistance, and employment and income enhancement.

- C. Numerous cultural events, many of which reflect a multi-cultural heritage.

**5. To promote professional development and scholarship.**

East Central University supports the professional development of the faculty by sponsoring workshops, by encouraging conference attendance, and by promoting participation in other professional activities. East Central University encourages basic, applied, and institutional research as an important contribution to a dynamic academic community complementing its commitment to quality teaching.

#### VISION

East Central University's vision is to be a leading educational institution which is innovative, responsive, proactive, continuously improving, and a catalyst for the advancement of teaching and learning and for community and economic development.

#### VALUES

Values are core beliefs or desires that guide or motivate attitudes and actions. They also define the things we value and prize the most and, therefore, provide the basis for ranking the things we want in a way that elevates some values over others. East Central University has established the following shared values that unite us as an organization and guide our actions and decisions:

**1. Integrity**

We respect and value people by treating others as we want to be treated. We are honest by representing ourselves and our intentions truthfully.

**2. Commitment**

We take responsibility by being at our personal best for East Central University. We commit to excellence by being personally dedicated to the continuous improvement of East Central University.

**3. Diversity**

We recognize that a diverse faculty, staff, and student body enriches the quality of education and helps to prepare graduates to live and work in a culturally pluralistic, interdependent world.

**4. Citizenship**

We recognize that the worth of an organization is reflected in its impact on the community and how it conducts its business with others.

## TO THE PROSPECTIVE STUDENT

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

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

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

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

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





## Section II GENERAL INFORMATION OF THE UNDERGRADUATE DIVISION INSTITUTIONAL ADMISSION AND RETENTION

Anyone planning to attend East Central University must apply for admission on forms furnished by the University. As these forms indicate, the student must support his or her application with the following records:

- A. an official high school transcript;
- B. all official transcripts showing his or her records at each institution (any institution of higher education) in which he or she has enrolled;
- C. an official report of his or her American College Testing Program (ACT) test scores or, if he or she attended high school out of Oklahoma, a record of an approved similar battery of tests.

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

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

### INSTITUTIONAL ADMISSION AND RETENTION POLICY (OSRHE Policy 3.9, 6/10)

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

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

#### A. High School Curricular Requirements for Admission to Programs Leading to Baccalaureate Degrees

Units (Years)	Course Areas
4	English (grammar, composition, literature; should include an integrated writing component)
3	Lab Science (Biology, chemistry, physics or any lab science certified by the school district; General science with or without a lab may not be used to meet this requirement.)
3	Mathematics (from algebra I, algebra II, geometry, trigonometry, math analysis, pre-calculus (must have completed geometry and algebra II), calculus, Advanced Placement statistics)



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- 3 History and Citizenship Skills (including one unit of American history and two additional units from the subjects of history, economics, geography, government, non-Western culture)
- 2 Additional units of subjects previously listed or selected from computer science, foreign language or any Advanced Placement course except applied courses in fine arts.

### 15 Total Required Units

In addition to the above requirements, the following subjects are recommended for college preparation:

- 2 additional units: Fine arts - music, art, drama, and speech
- 1 additional unit: Lab science (as described above)
- 1 additional unit: Mathematics (as described above)
- 4 Recommended Units

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

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

### B. Curricular Deficiencies

#### 1. Baccalaureate Programs

Students must meet all basic academic skills curricular requirements (English, mathematics, and science) to be admitted to baccalaureate programs at research or regional institutions. Students with a deficiency in a non-basic academic skills course (excludes English, mathematics, and science) who present an ACT reading subject score at or above the specified level or who score at the designated level on any approved secondary institutional reading assessment instrument may be admitted as a regular admission student. These students will be required to complete an additional three-hour collegiate course in the relative subject area to make up collegiate course in the relative subject area to make up the high school deficiency (see the State Regents' *Remediation Policy*). Other exceptions are noted in the special admission options outlined later in this policy.

If an institution admits students with one or more curricular deficiencies to a baccalaureate program utilizing the alternative admission category, the institution must provide the means to satisfy those deficiencies (see the State Regents' *Remediation Policy*) and the student must successfully remediate basic academic skills course requirements within 24 college level hours attempted. Students continuously enrolled in courses designed to remove deficiencies may be allowed to continue enrollment beyond the 24 hour limit.

### C. Applied Courses

The use of applied courses to meet the high school curricular requirements is to be considered an alternative. College bound students are encouraged to take courses currently specified in the State Regents' *Institutional Admission and Retention Policy*. The State Regents are interested in experimenting with alternative delivery systems that might facilitate student interest and success. It must be noted that the State Regents request and expect high school transcripts to be valid and reflective of the actual courses taken by students; anything less threatens the integrity of the academic process.

One year of Principles of Technology may substitute for one of the currently required lab science courses providing that the students

taking the course also successfully complete a lab science course listed in the State Regents' *Institutional Admission and Retention Policy*. Additionally, the Principles of Technology course must be taught by a teacher certified or endorsed in physics who has completed the specialized training to instruct the course.

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

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

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

A GED recipient's high school class must have graduated to be eligible for admission. The president or the president's designee may allow exceptions on an individual student basis. Any exceptions, including subsequent student academic performance, will be reported to the State Regents upon request.

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

While the State Regents strongly support the initiation of honors courses, honors weighting will not be used in the calculation of either GPA because there is no equitable mechanism to include the honors premium. The exact standardized test scores and GPA will vary over time, and may differ at each institution. The GPA will be defined annually to correspond to the rank in class. The ACT score equivalent to these percentages will be determined based on the average of the preceding three years' ACT scores of graduating seniors if available. Oklahoma test data will be used. The concordance table used to set the equivalent SAT score is updated regularly.

First-time entering students must also meet assessment requirements before enrolling in college-level courses. See the State Regent's *Assessment Policy* for more information.

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

Any individual who:

1. is a graduate of a high school accredited by the appropriate regional association or by an appropriate accrediting agency of the home state or has achieved a high school equivalency certificate based on General Education Development Test (GED);
2. has met the curricular requirements as set forth in this policy;
3. has participated in the ACT program or a similar acceptable battery of tests; and

- meets the following criteria is eligible for admission to any of the regional institutions in the State System.

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

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

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

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

#### A. First-Time Undergraduate and Graduate Students

- 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.

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

- 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*.

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

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

#### B. Undergraduate Transfer Students

See *Undergraduate Transfer and Articulation Policy* for details concerning non-native speakers of English student transfer procedures.

### Special Admission

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

#### A. Special Non-Degree Seeking Student

Students who wish to enroll in courses without intending to pursue a degree may be permitted to enroll in no more than nine credit hours without submitting academic credentials or meeting the academic curricular or performance requirements of the institution of desired entry. Retention standards will be enforced. Once a student has successfully completed the designated number of hours, the student is required to meet the formal admission or transfer criteria for the

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institution of desired entry in order to enroll in additional course work. (This provision is not intended to be limited only to first-time-entering students.)

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

### B. Alternative Admission

Research and regional institutions may admit 8 percent of the number of previous year's first-time freshmen or 50 students (whichever is greater) without the students having met the State Regents' high school curricular or performance admission requirements. Institutions admitting students through the alternative admission category must have formally established admission criteria on file at the State Regents' Office. The criteria must be oriented to identifying those students who:

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

Institutions should use interviews as a part of the mechanism for admitting students in this program. Students wishing to enter under the alternative admission category should be given the opportunity to convince the institutions of their ability through this interview process. In addition, the institution must have implemented programs designed to assist first-year students making the transition to college both academically and socially. The objective of these procedures and programs is to increase the success rate of students as measured by the increase in the retention and graduation rates of all students and particularly minority students.

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

### C. Adult Admission

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

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

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

1. The student must have participated in the ACT or SAT program and achieved the requisite composite score, as defined by the State Regents, for admission to the institution the student wishes to attend as defined above.

2. The student's high school class of his or her peers must have graduated. The president or the president's designee may allow exceptions for GED recipients on an individual basis. Any exceptions, including subsequent student academic performance, will be reported to the State Regents upon request.
3. The student must satisfy the high school curricular requirements for the institution to which the student is applying, as certified by the school or for home study, the parent.

### E. Opportunity Admission Category

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

### F. Correspondence Study Enrollment

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

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

#### 1. Student Admission Requirements

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

- a. Be a first-time-entering student.
- b. Graduate from an accredited high school or achieve a high school equivalency certificate based on the General Educational Development tests (GED). The student's high school class of his or her peers must have graduated. The president or the president's designee may allow exceptions for GED recipients on an individual student basis. Any exceptions, including subsequent student academic performance, will be reported to the State Regents upon request.
- c. Meet the State Regents' curricular requirements for admission.
- d. Have a minimum composite ACT of 17 or a minimum high school grade point average of 2.5 to be admitted to a regional university.
- e. Participate in assessment for placement purposes. If the need for remedial course work is indicated, the student must successfully complete the required developmental course work prior to entering this provisional program.

The final admission decision will be made by the appropriate institutional officials based on the applicant's academic performance

and potential for success.

## 2. Program Requirements

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

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

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

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

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

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

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

- c. It is expected that these courses will be taught with equivalent rigor in presentation, assignments, and grading as the same courses taught during the regular semesters. Institutions are encouraged to use regular faculty members.
- d. Students admitted in this program will be required to participate in academic support programs designed to enhance their success. Such services should include academic tutoring, mentoring opportunities, career counseling, diagnostic testing, etc.
- e. To continue, the provisionally admitted student must complete a minimum of six credit hours in the summer as specified above with no grade lower than a "C". Such students will be admitted as a regular university student in the subsequent semester.
- f. A provisionally admitted student who does not meet the academic requirements previously detailed will be unable to enroll for further work at the university until such time as the student is eligible for regular transfer admission as detailed in the State Regents' *Undergraduate Transfer and Articulation Policy*.

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

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

## I. Concurrent Enrollment of High School Students

High school students wishing to enroll concurrently in college courses must meet the admission standards detailed below and the ACT assessment requirements in the State Regents' *Assessment Policy*. The ACT standard is based on Oklahoma norms and the SAT standard is based on national norms. All other students not qualified by grade level as specified in this section might be considered for full enrollment or concurrent enrollment under the Opportunity Admission Category.

### 1. Workload

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

### 2. Curricular Requirements

The completion of the high school curricular requirements set forth in this policy shall not be required of concurrently enrolled high school students for purposes of admission. However, students may only enroll in curricular areas where they have met the ACT assessment requirements for college placement as stated in the State Regents' *Assessment Policy*. A high school student not meeting the designated score in science reasoning, mathematics, and English will not be permitted enrollment in the corresponding college subject area. A student scoring below the established ACT score in reading will not be permitted enrollment in any other collegiate course (outside the subjects of science, mathematics, and English.) Secondary institutional assessments and remediation are not allowed for concurrent high school students. Concurrently admitted high school students will not be allowed to enroll in any remedial/developmental courses offered by colleges and universities designed to remove high school curricular or basic academic skills deficiencies.

### 3. Continuing Enrollment

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



4. Permission

All students must have a signed statement from the high school principal stating that they are eligible to satisfy requirements for graduation from high school (including curricular requirements for college admission) no later than the spring of the senior year. Students must also provide a letter of recommendation from their counselor and written permission from their parents or legal guardian.

5. Collegiate Experience

Concurrent enrollment must include opportunities for high school students to achieve college credit through a collegiate experience. The collegiate experience is evidenced by the rigor of the course, the qualifications of the personnel delivering the course, and the student's readiness for college. The collegiate experience is present in four environments:

- a. High school students enrolled on a college or university campus in a course with collegiate students enrolled.
- b. High school students enrolled at an off-campus site in a course that originates on campus with collegiate students enrolled.
- c. High school students enrolled in a course with collegiate students enrolled at an established off-campus site with a regular program of study (defined as at least one certificate, associate in arts, associate in science, associate in applied science or baccalaureate degree).
- d. High school students enrolled at other off-campus sites (including in the home and including the use of synchronous or asynchronous instruction) and taught by regular faculty whose primary educational employment is as a faculty member at the institution delivering the course. Exceptions may be upon request to the Chancellor. Regular faculty is defined as a person qualified for appointment to the full-time faculty of the institution proposing to award credit. All appointments must be recommended by the academic unit awarding the credit and approved through the established procedures for academic appointments.

6. Admission Requirements for Concurrent Enrollment of High School Seniors

A twelfth grade student enrolled in an accredited high school may, if the student meets the requirements set forth above and the minimum standards below, be admitted provisionally to a college or university in the State System as a special student. The ACT score is the composite score without the writing component. The SAT score is the combined critical reading and math scores without the writing component. Minimum standards for State System institutions are outlined below.

ACT/SAT at 50th Percentile (ECU=20 ACT)	OR	High School GPA 3.0 and Class Rank - top 50%
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7. Admission Requirements for Concurrent Enrollment of High School Juniors

An eleventh grade student enrolled in an accredited high school may, if the student meets the requirements above and the additional minimum requirements set forth below, be admitted provisionally to a college or university in the State

System as a special student. The ACT score is the composite score without the writing component. The SAT score is the combined critical reading and math scores without the writing component.

ACT/SAT at 72nd Percentile (ECU=23 ACT)	OR	High School GPA 3.5
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8. Admission Requirements for Concurrent Enrollment of Home Schooled Students and Students from Unaccredited High Schools

A student receiving high-school-level instruction at home or from an unaccredited high school may be admitted provisionally to a college or university in the State System as a special student if the student meets the requirements set forth below: The ACT score is the composite score without the writing component. The SAT score is the combined critical reading and math scores without the writing component.

- a. The student must be 17 years of age or older and must meet the minimum requirements set forth below.

ACT/SAT at 50th Percentile (ECU=20 ACT)
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- b. Or the student must be 16 years of age and meet the minimum requirements set forth below.

ACT/SAT at 72nd Percentile (ECU=23 ACT)
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**Admission by Transfer**

See *Undergraduate Transfer and Articulation Policy* for information on in-state and out-of-state admissions.

**Retention Standards**

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

A. Retention GPA Requirements

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

<u>Credit Hours Attempted</u>	<u>Retention GPA Requirements</u>
0 through 30 semester credit hours	1.7
Greater than 30 semester credit hours	2.0



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

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

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

#### B. Suspension of Seniors

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

#### C. Academic Suspension Appeals

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

East Central University policy is as follows: An academic suspension appeals procedure is available at East Central University. The appeal must be based on extraordinary circumstances and must be filed by the deadline published in the student's suspension notice. Appearance at an Appeals Committee Hearing is strongly advised.

#### D. Readmission of Suspended Students

Students who are academically suspended by an institution will not be allowed to re-enter the suspending institution for at least one regular semester (fall or spring) except as noted above. Institutions

should develop policies and procedures to guide the readmission of suspended students. Such policies should include the provision that suspended students can be readmitted only one time. Such students are readmitted on probationary status and must maintain a 2.0 GPA average each semester attempted while on probation or raise their retention GPA to the designated level. Should a reinstated student be suspended a second time from the same institution, the student cannot return to the suspending school until such time as the student has demonstrated, by attending another institution, the ability to succeed academically by raising the GPA to the retention standards.

#### E. Reinstatement of Suspended Students at System Institutions

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

### Non-Academic Criteria for Admission

- A. In addition to the academic criteria used by institutions in the State System as the basis for student admission, institutions shall consider the following non-academic criteria in deciding whether a first-time applicant or a transfer student shall be granted admission:
  1. Whether an applicant has been expelled, suspended, denied admission or denied readmission by any other educational institution.
  2. Whether an applicant has been convicted of a felony or convicted of any lesser crime involving moral turpitude.
  3. Whether an applicant's conduct has been such that if, at the time of the conduct in question, the applicant had been a student at the institution to which application is made, the course of conduct would have been grounds for expulsion, suspension, dismissal or denial of readmission.
- B. If the institution finds that an applicant has any of the above, then the institution shall deny admission to applicant if it decides that any of the events described indicates the applicant's unfitness, at the time of application, to be a student at the institution to which application is made.

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

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

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

## UNDERGRADUATE TRANSFER AND ARTICULATION POLICY (OSRHE Policy 3.10, 06/10)

### Admission of Transfer Students

#### A. Admission by Transfer within the System

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

1. Students originally meeting both the high school curricular requirements and academic performance standards of the institution to which the student wishes to transfer must have a GPA high enough to meet the institution's retention standards as defined in the State Regents' *Institutional Admission and Retention Policy*.
2. Students originally meeting the high school curricular requirements but not the academic performance standards of the institution to which the student wishes to transfer must have a GPA high enough to meet the institution's retention standards based on at least 24 attempted semester credit hours of regularly graded (A, B, C, D, F) college work.
3. Students originally meeting the performance but not the curricular requirements of the institution to which the student wishes to transfer must have a GPA high enough to meet that institution's retention standards as defined in the State Regents' *Institutional Admission and Retention Policy* and must also complete the curricular requirements before transferring.
4. A student originally meeting neither the curricular nor the performance requirements of the institution to which the student wishes to transfer must have a GPA high enough to meet the institution's retention standards based on at least 24 attempted semester credit hours of regularly-graded (A,B,C,D,F) college work and must also complete the curricular requirements of the institution to which the student wishes to transfer before transferring.

#### B. Admission by Transfer from Non-State System Institutions

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

1. Transcripts of record from colleges or universities accredited by the HLC or other regional associations will be given full value.
2. Each nonresident applicant must be in good standing in the institution from which the applicant plans to transfer.
  - a. Each nonresident applicant must have made satisfactory progress (an average retention grade of "C" or better or meet this policy's current retention standards, whichever is higher) in the institution from which he or she plans to transfer.
3. Transcripts of record from institutions not accredited by a regional association may be accepted in transfer when appropriate to the student's degree program and when the receiving institution has had an opportunity to validate the courses or programs.

- a. Each nonresident undergraduate applicant must meet the conditions of 1.a and 1.b above.
- b. Each nonresident undergraduate applicant who meets 1.a and 1.b above also will be required to validate the transferred credit by making satisfactory progress (an average of "C" or better) for at least one semester.

#### C. Non-native Speakers of English

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

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

#### D. Transfer Probation

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

### Transfer of Course Work Within the State System

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

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

- B. It is understood, however, that it might be necessary for certain students to take additional courses in general education to meet minimum professional certification requirements as defined by the state. It is also understood that the completion of these requirements does not preclude requirements of senior institutions of particular GPAs for admission to professional departments or fields.
- C. It is further understood that it is the responsibility of the transferring institution to provide adequate counseling to enable a student to complete during the freshman and sophomore years those lower-division courses which are published prerequisites to pursuit of junior level courses of his or her chosen major disciplinary field.
- D. The baccalaureate degree in all Oklahoma senior-level institutions shall be awarded in recognition of lower-division (freshman and sophomore) combined with upper-division (junior and senior) work. If a student has completed an AA or AS degree, the lower-division general education requirement of the baccalaureate degree shall be the responsibility of the institution awarding the associate degree, providing the general education requirements specified herein are met. If, for any reason, a student has not completed an associate degree program prior to his or her transfer to another institution, the general education requirements shall become the responsibility of the receiving institutions. However, the receiving institution will recognize general education credit for all transfer courses in which a reasonable equivalency of discipline or course content exists with courses specified as part of general education at the receiving institution, provided that there is an appropriate correspondence between the associate degree and the baccalaureate degree being sought.
- E. If a student has completed general education courses at a baccalaureate degree-recommending institution within the State System, the receiving baccalaureate institution will recognize general education credit for all courses in which a reasonable equivalency or discipline or course content exists with courses specified as part of general education at the receiving institution, provided that there is an appropriate correspondence of disciplinary study.
- F. Lower-division programs in all state institutions enrolling freshmen and sophomores may offer introductory courses which permit the student to explore the principal professional specializations that can be pursued at the baccalaureate level. These introductory courses shall be adequate in content to be fully counted toward the baccalaureate degree for students continuing in such a professional field of specialization. The determination of the major course requirements for a baccalaureate degree, including courses in the major taken in the lower division, shall be the responsibility of the institution awarding the degree. However, courses classified as upper-division courses generally taken by sophomores at senior institutions, even though taught at a community college as lower-division courses, should be transferable as satisfying that part of the student's requirement in the content area.
- G. Courses offered at a the freshman or sophomore (1000 or 2000) level at baccalaureate degree-recommending institutions may be offered at a community college provided that such courses are included in the community college's approved instructional program.
- H. Other associate degrees and certificates may be awarded by institutions for programs which have requirements different from the aforementioned degrees, or a primary objective other than transfer. Acceptance of course credits for transfer from such degree or certificate programs will be evaluated by the receiving institution on the basis of applicability of the courses to the baccalaureate program in the major field of the student. Each receiving institution is encouraged to develop admission policies that will consider all factors indicating the possibility of success of these student in its upper division.
- I. Each baccalaureate degree-recommending institution shall list and update the requirements for each program leading to the baccalaureate degree and shall publicize these requirements for use by all other institutions in the State System. Each baccalaureate degree-recommending institution shall include in its official publications (whether print or electronic) information stating all lower-division prerequisite requirements for each upper-division course. All requirements for admission to a university, college, or program should be set forth with precision and clarity. The degree requirements in effect at the time of the student's initial full-time enrollment in any State System college or university shall govern lower-division prerequisites, provided that the student has had continuous enrollment in the State System as defined in the official college or university publications.
- J. Institutions are encouraged to publish, distribute, and keep current transfer guides. The transfer guides should include institutional procedures for the evaluation of course equivalency and a description of the appeals process. A systemwide course transfer matrix is maintained online and updated annually by the State Regents.
- K. Credit for extracurricular learning, once recorded at a State System institution, is transferable on the same basis as if the credit had been earned through regular study at the awarding institution. See the State Regents' *Credit for Extracurricular Learning Policy*.

## REMEDIATION POLICY (OSRHE Policy 3.20, 6/96)

### Principles

The State Regents' *Institutional Admission and Retention Policy* lists 15 units of high school curricular requirements for programs leading to associate in arts, associate in science and baccalaureate degrees. As defined in the policy, students must meet all curricular requirements to be admitted to the research or regional institutions. The only exceptions are noted in the special admission and summer provisional admission options. The policy requires institutions admitting students with one or more curricular deficiencies in the special admission categories to provide the means to satisfy those deficiencies.

The high school curricular admission requirements were adopted by the State Regents to help ensure adequate high school academic preparation. It is the expectation of the State Regents that students applying for college entry will have successfully completed, at a minimum, the required high school course work. Research indicates that the academic preparation a student receives in high school correlates with success in college. Specifically, students who take more high school core subjects generally score higher on the ACT and earn better grades in college than students who take a minimal number of core courses. High school students should consider the prescribed 15 unit high school core curriculum a minimum standard. Students are encouraged to take additional core courses.

Some students will lack these requirements upon entering Oklahoma colleges and universities; others will have taken the required courses but will remain unskilled in the disciplines. The following principles are the foundation for this policy;

- A. Certain disciplines, most notably mathematics, English, and science, build on requisite knowledge. College courses in such disciplines assume a student knowledge base gained in high school or other previous academic experiences. It is therefore imperative that students not enter collegiate courses in these fields lacking that knowledge.
- B. Students should not enroll in collegiate courses in history or other elective courses without a necessary foundation in reading and writing.
- C. Students who can demonstrate competency in an academic field even though they did not take the required course(s) in high school will have the curricular deficiency waived for purposes of remediation. Such students will be allowed to enter the respective discipline's collegiate courses.
- D. Within the State System, the community college tier is officially designated as responsible for the remedial/developmental education function. While institutions in other tiers, with the exception of regional universities with assigned community college functions, do not have this remedial/development responsibility, such schools may offer remedial courses if fully supported through student fees.

### Student Demonstration of Curricular Competencies

#### A. Systemwide Procedures

Student competency may be demonstrated and deficiencies removed in the nine required units of basic skills courses - science, English, and mathematics - through the use of system ACT subject scores in the three subject areas of science reasoning, English, and mathematics respectively. Institutions may, within their approved assessment plans, establish higher standards by requiring additional testing of those students meeting or exceeding the minimum ACT

subject test score requirement. The system ACT subject scores are set by the State Regents and communicated annually. Students who are successful in demonstrating curricular competencies in all deficiency areas and who meet the required institutional performance criteria may be regularly admitted and will not count against the Alternative Admission Category's enrollment limit (see the State Regents' *Institutional Admission and Retention Policy*).

#### B. Institutional Procedures

Student competencies may be demonstrated and deficiencies removed by an entry-level, institutionally developed or adopted assessment procedure in the appropriate discipline area consistent with the institution's approved assessment plan. Such an assessment procedure/instrument must be uniformly applied, have demonstrated content validity, and be a reliable measure of student competence. Students are required to score at a level which equates to the systemwide ACT score requirement for the basic skills subjects.

Institutional procedures for demonstration of student competencies and for removing curricular deficiencies do not apply to concurrently enrolled high school students (see the State Regents' Assessment Policy).

#### C. Student Remediation of Curricular Deficiencies in Basic Skills Courses

Students with curricular deficiencies in mathematics, English, and science who fail to demonstrate adequate curricular competence will be required to enroll in developmental courses designed to remedy the deficiency. Students must receive a grade equivalent to a "C" or better to remove the deficiency.

#### D. Student Procedures for Removal of Curricular Deficiencies in History, Citizenship Skills, and/or Elective Courses

Students with a deficiency in history or citizenship skills who present an ACT reading subject score at or above the specified level or who score at the designated level on any approved secondary institutional reading assessment instrument may be admitted as regular admission students. These students will be required to complete an additional three-hour collegiate history or citizenship skills course to make up the high school deficiency. Students with an elective deficiency may also be admitted as regular admission students as specified in the State Regents' Institutional Admission and Retention Policy, but will be required to take an additional three-hour collegiate course in the guided elective subject area(s).

#### E. Reading Competency

To successfully complete college courses, students must be able to read at a minimum level. While high school reading courses are not specifically required, student reading competency is expected and assessed. (See the State Regents' *Institutional Admission and Retention Policy* for the assessment requirements in the area of reading.)

#### F. Limits

Students lacking curricular requirements are admissible into AS or AA programs but must remove the basic skills deficiencies at the earliest possible time but within the first 24 hours attempted or have all subsequent enrollments restricted to deficiency removal courses until the deficiencies are removed. Students must also



remove curricular deficiencies in a discipline area before taking collegiate level work in that discipline. Students admitted to AAS programs must remove deficiencies prior to taking collegiate level work in that discipline.

Students must successfully remediate basic skills course requirements within the first 24 hours attempted or have all subsequent enrollments restricted to deficiency removal courses

until the deficiencies are removed. The president or the president's designee may allow a deserving student who failed to remediate a basic skills deficiency in a single subject to continue to enroll in collegiate level courses in additions to remedial course work beyond the 24-hour limit providing the student has demonstrated success in collegiate courses to date. Such exceptions must be appropriately documented.

## ECU ASSESSMENT POLICY

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

### Entry-Level Assessment:

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

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

All students who enroll at East Central University as freshmen or transfer students without an associate of arts or associate of science

degree are required to participate in mid-level assessment of General Education. Participation in mid-level assessment may include such activities as taking assessment tests, participating in student orientation, developing portfolios, completing student surveys, and contributing to other mid-level assessment-related activities.

### Assessment of the Major:

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

### Student Satisfaction Assessment:

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

## IN-STATE/OUT-OF-STATE STATUS OF ENROLLED STUDENTS POLICY (OSRHE Policy 3.17, 12/12)

### Purpose

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

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

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

### Definitions

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

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

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



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

“Full-Time Active Duty Military Personnel” for the purposes of this policy, are members of the armed forces who are on active duty for a period of more than 30 days (means active duty under a call or order that does not specify a period of 30 days or less). Personnel and their spouse and dependent children may be classified upon admission as in-state as long as they are continuously enrolled. “Armed Forces” means Army, Navy, Air Force, Marine Corps and Coast Guard. Such term does not include full-time National Guard duty.

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

“Full-time Student” is an undergraduate student enrolled in a minimum of 12 credit hours per semester in an academic year or a minimum of 6 credit hours in a summer session. A full-time graduate student is one enrolled in a minimum of 9 credit hours per semester or as required by the institution.

“Independent Person” is one who is responsible for his or her own care, custody, and support.

“In-State” status is a classification for a postsecondary student who has lived continuously in Oklahoma for at least 12 months not primarily as a postsecondary student, has established domicile in Oklahoma, and meets requirements associated with in-state status including Dependent and Independent Persons, Military Personnel and Full-Time Professional Practitioner or Worker sections following. Students classified upon admission as in-state are eligible to apply for state scholarship and financial aid programs.

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

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

“Out-of-State Tuition Waiver” is the portion of tuition that is waived in excess of that paid by students classified as in-state. This is referred to as “Nonresident Tuition Waiver” in State Regents’ Fiscal Policy.

“Undocumented Student” is a person who was born outside the jurisdiction of the U.S., is a citizen of a foreign country, and has not become a naturalized U.S. citizen under U.S. Law and has entered the U.S. without documentation. Refer to Undocumented Students section following.

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

## Principles

As part of the admissions process, institutions are responsible for determining students’ in-state/out-of-state status, consistent with this policy. Administrators interview students, review documentation and are in the best position to determine whether the student may be classified as in-state. Each institution must designate an appropriate

administrative official (most often the Admissions Officer) as responsible for administration of this policy. Clarification and additional information including documentation examples and frequently asked questions are in the *Academic Affairs Procedures Handbook*.

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

- A. Attendance at a postsecondary educational institution, albeit a continuous and long term experience, does not establish in-state status. Therefore, a student neither gains nor loses in-state status solely by such attendance.
- B. Students attending an Oklahoma college or university may perform many objective acts, some of which are required by law (i.e. payment of taxes), and all of which are customarily done by some out-of-state students who do not intend to remain in Oklahoma after graduation, but are situational and necessary and/or voluntary (i.e. registering to vote, obtaining a driver’s license). Such acts and/or declarations alone are insufficient evidence of intent to remain in Oklahoma beyond the college experience.
- C. An out-of-state student attending an Oklahoma college or university on more than half-time basis is presumed to be in the state primarily for educational purposes.
- D. An individual is not deemed to have acquired in-state status until he or she has been in the state for at least a year primarily as a permanent resident and not primarily as a student. Likewise, an individual classified as in-state shall not be reclassified as out-of-state until 12 months after leaving Oklahoma to live in another state.
- E. Unless residency has been established in another state, an individual who resided in Oklahoma at the time of graduation from an Oklahoma high school and has resided in the state with a parent or legal guardian for two years prior to graduation from high school will be eligible for in-state status and as allowed in Undocumented Students, Military Personnel and Full-time Professional Practitioner or Worker sections following.
- F. Each spouse in a family shall establish his or her own status on a separate basis. Exceptions include the following: when an out-of-state status individual marries a person with in-state status, the out-of-state individual may be considered in-state after documentation of the marriage and proof of domicile are satisfied without the 12 month domiciliary waiting period, and as provided in Military Personnel and Full-time Professional Practitioner or Worker sections following.
- G. Initial classification as out-of-state shall not prejudice the right of a person to be reclassified thereafter for following semesters or terms of enrollment as in-state provided that he or she establish domicile as defined in this policy. Institutions must establish procedures for students to appeal out-of-state status classification.
- H. Institutions may, but are not required, to waive out-of-state tuition (also known as Nonresident Tuition Waiver) in

accordance with current State Regents' *Tuition and Fees* policy that allows any institution in the State System to waive a portion of the out-of-state tuition which amount shall not exceed the difference between out-of-state tuition and the amount paid by in-state students.

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

**Dependent and Independent Persons**

- A. The legal residence of a dependent person is the postsecondary student's parents or the residence of the parent who has legal custody or the parent with whom the student habitually resides. If the student is under the care of those other than the parents, the legal residence is that of the student's legal guardian.
- B. In-state/out-of-state classification of postsecondary students with extenuating circumstances (e.g., divorced parents with joint custody when one parent or legal guardian lives out-of-state and/or claimed as a dependent on a tax return, etc.) may be considered on a case-by-case basis. Guidance for administrative officers charged with classifying students will be provided in the procedures manual.
- C. A dependent person may establish independent person status through circumstances including marriage, formal court action, abandonment by parents, etc. To qualify, a dependent person must have completely separated from the parental or guardian domicile and proved that such separation is complete and permanent. Additionally, the individual must provide evidence that they are responsible for their housing and living expenses. Mere absence from the parental or guardian domicile is not proof of its complete abandonment. If an applicant can provide adequate and satisfactory evidence of independent status and domicile, they may be granted in-state status.
- D. If an independent person can provide evidence of coming to Oklahoma to establish domicile, the applicant may be granted in-state status at the next enrollment occurring after expiration of 12 months following establishment of domicile in Oklahoma.

**Documented Foreign Nationals**

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

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

**Undocumented Students**

In accordance with Title 70, O.S., Section 3242 (2007) (also known as HB 1804 of the First Regular Session of the 51st Legislature), an individual who cannot present to the institution valid documentation

of United States nationally or immigration status permitting study at a postsecondary institution, but who:

- A. Graduated from an Oklahoma public or private Oklahoma high school;
- B. Resided in this state with a parent or legal guardian while attending classes at a public or private high school in this state for at least two (2) years prior to graduation; and
- C. Satisfies admission standards for the institution.

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

- (1) Provides the institution with a copy of a true and correct application or petition filed with the United States Citizenship and Immigration Services (USCIS) to legalize the student's immigration status, or
- (2) Files an affidavit with the institution stating that the student will file an application to legalize his or her immigration status at the earliest opportunity the student is eligible to do so, but in no case later than:
  - (a) One (1) year after the date on which the student enrolls for study at the institution, or
  - (b) If there is no formal process to permit children of parents without lawful immigration status to apply for lawful status without risk of deportation, one (1) year after the date the USCIS provides such a formal process, and
- (3) If the student files an affidavit pursuant to subsection (2) above, presents to the institution a copy of a true and correct application or petition file with the USCIS no later than:
  - (a) One (1) year after the date on which the student enrolls for study at the institution, or
  - (b) If there is no formal process to permit children of parents without lawful immigration status to apply for lawful status without risk of deportation, one (1) year after the date the USCIS provides such a formal process, which copy shall be maintained in the institution's records for that student.
- (4) Any student who completes and provides the institution with a copy of a true and correct application or petition filed with USCIS to legalize the student's immigration status shall not be disqualified on the basis of the student's immigration status from any scholarships or financial aid provided by this state as long as the student meets the following:
  - Graduated from a public or private Oklahoma high school;
  - Resided in this state with a parent or legal guardian while attending classes at an Oklahoma public or private high school in this state for at least two (2) years prior to graduation; and
  - Satisfies admission standards for the institution.
- (5) This policy shall not impose any additional conditions to maintain eligibility for an out-of-state tuition waiver at a postsecondary educational institution within The Oklahoma State System of Higher Education on a student who was enrolled in a degree program and first received an out-of-state tuition waiver and/or access to state scholarships at that institution during 2006-2007 school year or any prior year.

**Military Personnel**

Members of the armed forces who provide evidence that they are full-time active duty in the armed forces stationed in Oklahoma or temporarily present through military orders shall be immediately classified upon admission as in-state status along with their spouse and dependent children. Further, when members of the armed services are transferred out-of-state, the member, their spouses and dependent children shall continue to be classified as in-state as long as they remain continuously enrolled.

Dependent children of members of the military reserve on full-time active duty shall be immediately classified upon admission as in-state status provided that Oklahoma is the home or record and the student maintains continuous enrollment. These dependent children shall retain in-state status without the 12 month requirement provided that the member of the military reserve was discharged or released under conditions other than dishonorable and as long as the student remains continuously enrolled. For the purpose of this section, "home of record" is the location where the reservist enlisted, reenlisted, or was commissioned into the military.

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

**Full-Time Professional Practitioner or Worker**

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

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

**FEES AND FINANCIAL AID**

**BASIC COSTS FOR A SEMESTER**

*(Oklahoma resident student, full-time)*

Resident Tuition and Activity fees and charges:

Undergraduate

Per academic semester (15 sem. hrs.) ..... \$2620.40  
 (Includes \$25.00 auto parking permit, \$2.00 I.D. card, \$20.00 Health Care Fee and \$7.50 Academic Records Fee)

Resident Tuition and Activity fees and charges:

Graduate

Per academic semester (9 sem. hrs.) ..... \$1927.76  
 (Includes \$25.00 auto parking permit, \$2.00 I.D. card, \$20.00 Health Care Fee and \$7.50 Academic Records Fee)

Books and supplies (approximate).....\$400-600

Room and board (double occupancy/20 meal plan) \$2491 per semester

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

1. *Resident Tuition:* undergraduate and graduate; payable each semester or term:
  - a. Oklahoma resident students:
    - Undergraduate division, \$129.26 per semester hour.
    - Graduate division, \$166.34 per semester hour.
  - b. Non-resident tuition: (These charges are in addition to the charges listed in "a" above.)
    - Undergraduate division, \$246.73 per semester hour.
    - Graduate division, \$295.34 per semester hour.
 (See Oklahoma State Regents' regulations on student resident status on following pages.)

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

2. *Charges for special services, paid in addition to other fees as applicable, each semester or term:*
  - Private lessons in music: \$50.00 per semester hour.
  - Class or semi-private lessons in music: \$25.00 per semester hour.
  - Music practice facility fee: \$25.00 per credit hour.
  - Organ rental: \$10.00 per semester or summer term.

Band and orchestra instrument rental: \$3.00 per semester or summer term.

Driver education course: \$6.00.

Graduation fees: \$50.00 bachelor's and \$75.00 master's degrees.

International student status maintenance fee: \$50.00 per semester, \$25.00 per summer.

International student insurance fee: \$550.00 per semester.

Audit or non-credit: same fee as if enrolled for credit.

Student identification card: \$2.00 per semester.

Academic records fee: \$7.50 per semester.

Collegiate officers fee: \$25.00 per semester credit hour.

Student activities facilities fee: \$3.00 per semester credit hour.

Student activity fee: \$10.00 per semester credit hour.

Remedial course fee: \$20.00 per semester credit hour.

University center fee: \$6.00 per semester credit hour.

Auto parking permit: \$25.00 per semester.

Student assessment fee: \$1.00 per semester credit hour.

Technology fee: \$11.50 per semester credit hour.

Library maintenance fee: \$2.00 per semester credit hour.

Student health fee: \$20.00 per semester.

Fine Arts Center fee: \$4.00 per semester credit hour.

Science Lab fee: \$20.00 per course for specific lab courses.

Science Lab Equipment fee: \$20.00 per course.

Art Supply fee: \$20.00 per course.

Art Equipment fee: \$10.00 per course.

Family and Consumer Science Lab fee: \$40.00 per course.

Communication Program Material fee: \$20.00 per course.

Communication Program Equipment fee: \$20.00 per course.

Kinesiology Practicum fee: \$20.00 per course.

Kinesiology Lab Supply fee: \$20.00 per course.

Kinesiology Activity Course fee: \$20.00 per course.

Psychology/Educational Psychology Testing fee: \$20.00 per course.

Online Course fee: \$20.00 per credit hour.

Nursing Enrichment fee (SOSU): \$15.00 per credit hour.

Nursing Enrichment fee (ECU): \$15.00 per credit hour.

Entrepreneurship Enrichment fee: \$20.00 per course.

Performance Enhancement fee: \$25.00 per credit hour.

Mathematics Classroom Equipment fee: \$3.00 per credit hour.

Vocational Testing fee: \$5.00 per credit hour.

Cartography/Geography Lab fee: \$40.00 per course.

Criminal Justice Classroom fee: \$5.00 per credit hour.

MIS Classroom Supply fee: \$20.00 per course.

Academic Quality fee: \$5.00 per course.

Social Services Interviewing fee: \$5.00 per credit hour.  
 Internship fee: \$10.00 per credit hour.  
 Field Experience Clinical fee: \$10.00 per credit hour.

3. Advanced standing examination fee: \$5.00 per semester hour.
4. Refunds of Tuition and Fees

The refund policy for fees and tuition collected from students at institutions shall be as follows:

### Withdrawals and Changes of Enrollment

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

## FINANCIAL AID

### SCHOLARSHIP AND AWARD FUNDS



*Our Past, Our Present  
 ECU's Future*

More than 220 scholarships and awards are available through the East Central University Foundation. A current list and scholarship application are available at: <http://www.ecok.edu/foundation>.

### OTHER SCHOLARSHIP FUNDS

Oklahoma State Regents Academic Scholars Program  
 Regional University Baccalaureate Scholarship Program  
 Deans Scholarship  
 University Scholarship

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

### FINANCIAL AID PROGRAMS

**School Code 003154**

Financial Aid is available to East Central University students to help them meet the costs of their education. Prospective or enrolled students are invited to contact the Financial Aid Office for information regarding loans, grants, or part-time employment. In an effort to determine as accurately as possible the needs of the student and to comply with federal regulations, the Free Application for Federal Student Aid (FAFSA) must be completed by everyone applying for assistance through East Central University. The award year begins with the fall semester and ends with the summer term. The FAFSA may be completed online at [www.fafsa.gov](http://www.fafsa.gov). Students needing help to complete the online FAFSA should contact the ECU Educational Opportunity Center at (580) 559-5684 for assistance. Students desiring to complete a paper FAFSA may obtain one by calling the federal processor toll-free at 1 (800) 433-3243. Additional documents, if required, will be

requested at the time the result of the federal application is received. East Central University does not prohibit the granting of financial assistance because of race, color, or national origin.

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

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

## GRANTS

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

### Federal Pell Grants

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

### Federal Supplemental Educational Opportunity Grants (SEOG)

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

### Oklahoma Tuition Aid Grants (OTAG)

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

### Tribal Higher Education Grants

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



### Vocational Rehabilitation Program

A student who has an impairment to employment because of a physical or an emotional impairment may apply for payment of tuition and other services to the Division's District Office on campus which is located at 1001 E. 14th St. The phone number is 332-0178. In order to be eligible for this assistance, a student's impairment must be medically established, and their vocational objective must be approved by the appropriate counselor of the Division.

### LOANS

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

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

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

### Federal Perkins Student Loan Program

The Perkins Loan program makes long-term, low-interest loans to qualified students. East Central University is the lender and the loan is made with government funds. Repayment normally begins nine months after graduation, leaving school or dropping below half-time. East Central University may not deliver the first installment of Perkins Loan proceeds to a first time borrower until 30 days after the first day of classes (the 31st day).

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

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

The amount of the loan is determined by the Financial Aid Office, and depends on several variables such as expected family contribution as determined by the FAFSA, other types of financial assistance which the student receives and grade level. East Central University may not deliver the first installment of Stafford Loan proceeds to a first-year undergraduate student who has not previously received a Stafford Loan until 30 days after the first day of classes (the 31st day). Loans awarded

for a single semester must be disbursed in two payments. The second payment must occur after the midpoint of the semester. To qualify for a Stafford Loan, undergraduate students must be enrolled in at least 6 hours and graduate students must be enrolled in at least 4 hours.

### Federal Direct PLUS Program

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

### STUDENT EMPLOYMENT

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

### VETERANS ADMINISTRATION EDUCATIONAL BENEFITS/PROGRAMS

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

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

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

### VA BENEFITS

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

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

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

[http://www.gibill.va.gov/benefits/montgomery\\_gibill/active\\_duty.html](http://www.gibill.va.gov/benefits/montgomery_gibill/active_duty.html)



**Chapter 31 - Vocational Rehabilitation:**

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

<http://www.vba.va.gov/bln/vre/>

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

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

[http://www.gibill.va.gov/benefits/post\\_911\\_gibill/index.html](http://www.gibill.va.gov/benefits/post_911_gibill/index.html)

**Chapter 33T - Post 9/12 GI Bill (TEB):**

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

[http://www.gibill.va.gov/benefits/post\\_911\\_gibill/transfer\\_of\\_benefits.html](http://www.gibill.va.gov/benefits/post_911_gibill/transfer_of_benefits.html)

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

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

[http://www.gibill.va.gov/benefits/other\\_programs/dea.html](http://www.gibill.va.gov/benefits/other_programs/dea.html)

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

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

[http://www.gibill.va.gov/benefits/montgomery\\_gibill/selected\\_reserve.html](http://www.gibill.va.gov/benefits/montgomery_gibill/selected_reserve.html)

**Chapter 1607 - Reserve Educational Assistance Program (REAP):**

REAP was established as a part of the Ronald W. Reagan National Defense Authorization Act for Fiscal Year 2005. It is a new DOD education benefit program designed to provide educational assistance to members of the Reserve components called or ordered to active duty in response to a war or national emergency (contingency operation) as

declared by the President or Congress. This new program makes certain reservists who were activated for at least 90 days after 9/11/2001 either eligible for education benefits or eligible for increased benefits.

[http://www.gibill.va.gov/benefits/other\\_programs/reap.html](http://www.gibill.va.gov/benefits/other_programs/reap.html)

**DISBURSEMENT POLICIES**

Student aid eligibility is computed to the maximum amount possible in accordance with federal and institutional guidelines and the availability of funds. In the event that this amount does not cover all costs, the student must pay the balance from some other source. This aid may not be used for deposits, physical exams or any other fees that are due prior to enrollment. East Central University has no obligation to make this aid available until the student is properly admitted and enrolled.

Awards for the fall and spring semesters are normally made at the same time. One-half of the total aid for the school year will be made available in the fall semester and one-half in the spring. Awards for summer school are made late in the spring semester. A separate summer aid application is required. The summer aid application may be obtained in the Financial Aid Office when summer enrollment begins.

If the student has been awarded for the fall and spring and does not attend the fall semester, the award will be cancelled for both semesters unless the student specifically requests that aid for the spring be continued. This will be done if funds are available on the date of request. In addition, if the student drops below half-time, the second semester Stafford Loan must be cancelled and the student must reapply.

If the student withdraws during the fall term, the award will be cancelled for the spring term. If the student wishes to return to school for the spring or summer term, the student should contact the Financial Aid Office to have the application re-evaluated. East Central University may not deliver the first installment of Stafford Loan proceeds to a first-year undergraduate student who has not previously received a Stafford Loan until 30 days after the first day of classes (the 31st day). Loans awarded for a single semester must be disbursed in two payments. The second payment must occur after the midpoint of the semester.

All financial aid funds are credited to the ECU Bursar account and refunds are disbursed through Higher One. Students are required to activate the ECU Tiger Card and may choose either an ACH transfer (direct deposit to a currently existing bank account) or open a Higher One account. Students need to carefully review their options before making a selection. Although the ACH transfer may take slightly longer depending on the policies of their bank, certain transaction fees may apply to the Higher One account and \$500 is the maximum cash withdrawal per day from any ATM. Students may contact the Controller or Bursar if they have questions pertaining to the ECU Tiger Card.

The initial disbursement each semester occurs approximately two weeks following the end of the 100% refund period (10 class days for fall and spring). After the initial disbursement each semester, funds are disbursed twice a week as they are received. First time loan recipients who are freshmen must wait until the 31st day of classes to receive their loan funds. Oklahoma Tuition Aid Grant (OTAG), Bureau of Indian Affairs (BIA), etc., are disbursed when received from their respective agencies.

## FINANCIAL AID SATISFACTORY ACADEMIC PROGRESS REQUIREMENTS

### General Requirements

Those students receiving financial aid through East Central University must be admitted to the University, must be degree-seeking, must be enrolled in East Central University courses that will count toward that degree and must be in good standing (eligible to re-enroll). In addition, students must have a GED, high school diploma or home school diploma. NOTE: Students who have a teaching certificate may not be funded for a second teaching certificate. Students may not receive funding after completing two degree programs at East Central University. For financial aid, full-time for undergraduate students is 12 credit hours per semester, full-time for graduate students is 9 credit hours per semester. Students enrolled less than full-time (6 to 11 hours for undergraduates and 4-8 hours for graduates) are eligible for aid at a pro-rated amount. The Federal Pell Grant is the only type of funding available to undergraduate students enrolled less than half-time.

To meet the minimum standards of the ECU Financial Aid Satisfactory Academic Progress Policy, students must meet these three requirements: GPA Requirement, Pace of Completion Requirement, and Maximum Timeframe Requirement. The Financial Aid Office will calculate satisfactory academic progress evaluation at the end of each semester.

### GPA Requirement

Recipients of financial aid at East Central University must also maintain satisfactory academic progress standards regarding cumulative grade point average as stated in University academic policy and as calculated by the Registrar. For 1 to 30 hours of undergraduate classes attempted (from all institutions) students must have a minimum cumulative gpa of 1.7; for 31 or more hours students must have a 2.0. Graduate students must maintain a 3.0. Zero level courses and repeat courses will not count in the calculation of the gpa.

### Rate of Completion Requirement

Students must successfully complete 67% of all hours attempted. This includes all courses attempted at any college or university even if financial aid was not received. For example, a student who has attempted a cumulative total of 55 hours must have successfully completed at least 38 hours ( $55 \times .67 = 36.85$ ; round decimal down to whole numbers). Hours attempted is determined as of census date (at the end of 10 class days for fall and spring). Zero level courses and repeat hours are counted in attempted hours. Courses with the following grades are considered as courses attempted but not completed: (AU) audit, (WF) withdrawal failing, (AW) administrative withdrawal, (W) withdrawal, (F) failing, or (I) incomplete.

When a student Reservist/National Guard member is called to active duty, they will be exempt from this policy for the semester they withdraw. When they return, they will be considered to be making Satisfactory Academic Progress.

### Maximum Timeframe

Degrees must be completed within 150% of the published timeframe. For example, students have up to 186 hours ( $124 \times 150\%$ ) to complete a first bachelor's degree. Contact Financial Aid for a chart of the maximum timeframes for the various degree programs. All hours attempted from all institutions the student has attended will be included in the maximum timeframe even if the student did not receive financial aid. Students should request a degree check at 60 hours and completion of one semester at ECU.

### Transfer Students

To receive aid at East Central University, students must have an overall GPA in accordance with standards set forth in the University Catalog and/or be admitted by the University. Transfer hours will count toward the maximum hours limit.

Note: Satisfactory Progress guidelines take into account the student's academic performance throughout the course of study, regardless of whether the student received aid.

### Suspension

Students who fail to meet the minimum requirements of the satisfactory academic progress policy will be placed on financial aid suspension. Students on suspension are not eligible for federal financial aid until the student regains compliance.

### Appeal Process

Exceptions to this policy will be considered when unusual circumstances warrant such action. Students may contact the Financial Aid Office for an appeal form. Students must submit the completed appeal form to the Financial Aid Office. Students must attach a written statement explaining any mitigating circumstances that impacted their academic performance and attach documentation supporting those circumstances. Examples of mitigating circumstances are illness, death of a family member or close friend, divorce, etc. Examples of supporting documentation are physician's letter, hospital discharge orders, obituary notice, divorce decree, etc. Students appealing the maximum timeframe must attach an official degree check (allow 6 to 8 weeks if a degree check was not previously requested by the student and completed by the Registrar's Office). Students should visit with their advisor and have the advisor complete the advisor section of the form.

The financial aid counselor will review first-time appeals. Students choosing to challenge the decision of the financial aid counselor or who are suspended more than once may appeal in writing to the Director of Financial Aid. Students choosing to challenge the decision of the Director of Financial Aid may request in writing that the student's Satisfactory Academic Progress Appeal form and all supporting documentation be submitted to the Appeals Committee. The Appeals Committee will convene once each month to review appeals and their decision is final.

### Refunds and Repayment

If a student receives financial aid assistance from a Title IV program (PELL, SEOG, Perkins, Stafford, or PLUS), and withdraws from East Central University prior to completing 60% of the semester, federal regulations require that the unearned funds must be returned to the Title IV programs by the school and the student. This only refers to complete withdrawals; not dropping individual courses. The University will bill the student for the amount of the unearned funds returned to the Title IV programs by the University.

Any time a student drops a class, withdraws from school or discontinues attendance, their satisfactory academic progress is in jeopardy.

## ORIENTATION

Every student should have a current copy of each of the following University publications: the *Catalog*, the *ECU Student Handbook* and the *Schedule*. The *Student Handbook* contains the East Central University Student Code of Conduct. The *Handbook* is available online at [www.ecok.edu/current/docs/studenthandbook.pdf](http://www.ecok.edu/current/docs/studenthandbook.pdf). Since the *Catalog* explains the operation of and gives the rules of the University, the student will refer to it often. Usually a student follows the *degree plan* as stated in the catalog effective at East Central University at the beginning of his or her continuous enrollment. A continuous enrollment shall mean assignment of an East Central University grade on the transcript of at least one semester hour, semester after semester—excluding summer—until graduation. Additional rules to the above policies are:

- a. If the student leaves East Central University and returns during a later term, continuous enrollment at any accredited institution will also be acceptable.
- b. If general education requirements are completed under an East Central University Catalog at the time of the student's enrollment, the new general education requirements need not be met.
- c. If the student is in attendance at East Central University when changes are made in the requirements for three components, the general education program and/or the major and/or the minor program of studies, he or she may follow the requirements of either component in effect at his or her first enrollment or he or she may choose to follow the requirements of any successive catalog provided that he or she is in continuous enrollment.
- d. If a student is suspended by the University for academic reasons, he or she may return under the original catalog within a year.
- e. In cases not covered by the above rules, the Provost/Vice President for Academic Affairs, in consultation with the student, will determine which catalog will be in effect for that student's graduation.

Any changes imposed by law or policies by governing regulatory boards or agencies become effective at the date specified regardless of continuous enrollment or provision stated above. East Central University would in no case be obligated to offer courses only for a student to meet degree requirements under a previous catalog. The *Schedule*, published each semester, gives vital information about the current term.

A student may become familiar with East Central University by reading this chapter and by referring to other parts of the *Catalog*, and to the *Schedule*. Additional help in becoming familiar with the University is given at the Freshman Advisement and Enrollment to beginning freshmen (students with 6 or fewer attempted credit hours, excluding remedial [0-level courses] or pre-college work and excluding credit hours accumulated by concurrently enrolled high school students). This session occurs at times indicated in the *Schedule*. All beginning freshmen will be required to successfully complete new student orientation immediately prior to their first semester of enrollment and *UNIV 1001 Freshman Seminar* in their first semester of enrollment.

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

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

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

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

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

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

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

## COURSE IDENTIFICATION

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

A course prefix indicates the department offering the course. The first digit of a four-digit course number indicates the class level (0 is pre-collegiate; 1 is freshman; 2 is sophomore; 3 is junior; 4 is senior; 5 is graduate). The last digit of a four-digit *number* indicates the credit. ENG 2213, for example, is a sophomore course offered by the English Department for 3 hours of credit. CJSOC 4313 is a senior course offered by both the Department of Criminal Justice and the Department of Sociology for 3 hours of credit.

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

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

### Concurrent Graduate Study

See School of Graduate Studies - Admission Categories for details.

## REGISTRATION, COURSE LOAD, AND OVERLOAD

### REGISTRATION

Information concerning registration is published in the Schedule. Although advisors assist students and grant enrollment clearance, **each student is responsible for the correctness of his or her own course load and for seeing that it suits his or her own program.** Before registering, a student should be familiar with all degree requirements.

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

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

### COURSE LOAD AND OVERLOAD APPROVAL

An undergraduate student should register each semester or term in a course load which meets his or her needs. Minimum loads are required for veteran's benefits, student loans, sports eligibility, and so forth. Although an undergraduate student is usually considered a full-time student if he or she takes a load of a minimum of 12 semester hours in a semester or 6 semester hours in a summer session, the normal load is 15 or 16 semester hours in a semester or 8 or 9 semester hours in a summer session. This load, regularly taken, will enable a student to fulfill the graduation requirement of 124 semester hours in 8 semesters or the equivalent. A student may register for as many as 20 semester hours in a semester or 10 semester hours in a summer session without special permission. To register for an overload of as many as 24 hours in a semester or 15 in a summer, the student must have the approval of the Dean of his or her major. Oklahoma Regents allow no more than 24 semester hours credit granted for a fall or spring semester, or 15 hours for a summer term without special approval from the university president or his or her designee. It should be noted that status for Financial Aid may be different from status for enrollment.

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

Changing a course load or withdrawing from the university results from the student's formally processing the transaction. See the *ECU Schedule* for specific procedures and deadlines.

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

A student who formally withdraws from a course through the twenty-eighth day (five weeks plus 3 days) of a summer session or the eleventh week of a semester receives the guaranteed grade of "W" for the course. One who withdraws after the guaranteed "W" deadline through the seventh week of a summer session or the fourteenth week of a semester may receive "W" for the course if passing, "F" if failing. The assignment of an "F" is optional to the instructor. Time limits for withdrawing from a class meeting less than a full term are proportional to those for a full term.

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



## TAKING COURSES AND EARNING CREDIT

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

### 1. Taking a Regular Course

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

### 2. Taking an Individual Study Course

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

### 3. Taking a Private Instruction Course

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

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

#### I. Policy and Procedures

- A. Students eligible to receive advanced standing credit at East Central University must be enrolled at East Central University as a resident student.
- B. Advanced standing credit awarded to a student must be validated by successful completion of 12 or more semester hours at East Central University before being placed on the student's official transcript. Successful completion is determined to be a 2.0 retention GPA.
- C. Work taken at proprietary schools, secondary vocational-technical schools, institutions offering clock-hour work, other noncollegiate institutions, institutions other than accredited institutions of higher education or experiential learning, must be evaluated and validated through examination or proficiency testing on a course by course basis by East Central University. The name of the sending institution shall not appear on the East Central University transcript.
- D. Learning experiences gained in other than accredited institutions of higher education must be validated on a course by course basis at East Central University by one of the following mechanisms:
  1. Standardized national tests especially designed for establishment of credit, such as the College Level Examination Program (CLEP) and the Advanced Placement Program (APP) of the College Entrance Examination Board, may be used by institutions to establish advanced standing credit. Only a subject examination will be considered by East Central University. General exams are not accepted for credit. ACT scores will not be used to establish advanced standing credit.
  2. Institutionally prepared examinations, including performance testing, will be used by East Central University. A list of courses in which institutionally

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

3. Advanced training credit awarded for military training schools shall not exceed the criteria and recommendations contained in publications of the American Council on Education especially designed for that purpose. East Central University reserves the right to evaluate military credit on a course-by-course basis.
  4. Advanced standing credit awarded for business and industrial, labor union, governmental agencies and other noncollegiate learning experiences, shall not exceed the criteria and recommendations contained in publications of the American Council on Education especially designed for that purpose. East Central University reserves the right to evaluate for credit on a course-by-course basis.
  5. Credit for experiential learning, including but not limited to military occupational specialties (MOS), may be granted only on a course-by-course basis in instances in which an approved academic unit at East Central University determines, on the basis of appropriate validation (i.e., not based simply on the presentation of experience), that the credit is equivalent to a course offered by East Central University.
- E. Validation procedures used should:
1. be weighted in objectivity versus subjectivity to the extent that external evaluators would reach the same conclusion given the materials reviewed;
  2. specify competencies sought to establish credit; methods such as comprehensive papers or structured comprehensive oral examinations with competency based questions should be used.
- F. Credit may be earned by advanced standing examinations and applied to a degree program subject to meeting the residency requirements of East Central University which is 30 semester hours and subject to the availability of established procedures to validate a course. Credit earned by advanced standing will not count toward meeting the 30 semester hours residency requirements at East Central University.
- G. East Central University shall require a minimum score as prescribed by the Oklahoma State Regents for Higher Education for national examinations and a grade level of C or better for examinations constructed at East Central University in order to record credit in a particular subject.
- H. East Central University will award advanced standing credit only in those courses which are taught at East



Central University. The neutral grade of pass (P) will be utilized to designate advanced standing credit. All credit earned through advanced standing examinations will be designated as such on the transcript.

- I. Charges for administration and recording of departmentally administered advanced standing examinations shall be at the rate of \$5 per semester-credit-hour. Charges for administration and recording of nationally developed advanced standing examinations shall be at the rate established by the national testing agency for the particular test in question. No other charges shall be made for the administration or recording of advanced standing credit.
- J. Advanced standing credit, once recorded and validated at East Central University, is transferable on the same basis as if the credit had been earned through regular study at East Central University. Advanced standing credit recorded and validated at other accredited institutions of higher education will be accepted as if the credit had been earned through regular study at the awarding institution.
- K. Advanced standing credit will not be considered as part of the regular study load for the semester or term in which the credit is recorded.
- L. No graduate credit will be granted by advanced standing examinations at East Central University.
- M. East Central University will administer advanced standing examinations only in those academic disciplines which are taught at East Central University. A student is not eligible to receive advanced standing credit in any course unless he or she is eligible to enroll in the course at East Central University; no student may take the advanced standing examination in any course in which he or she already has credit. No student will be permitted to repeat an advanced standing examination.

## II. Compliance With Policy

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

### 5. Taking an Educational Tour Course

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

### 6. Taking a Course via Electronic Media

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

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

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

### 7. Auditing a Course

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

### 8. Duplicating a Course

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

### 9. Taking Correspondence Courses

Within a calendar year, a student may apply a maximum of twelve semester hours of correspondence study toward a degree or a teachers' certificate. Such credit may constitute up to one-fourth of the total semester hours in general education, in teacher education, and in areas of specialization. Beginning Fall 1990, no courses in Methods of Teaching may be taken by correspondence in the degree or certificate programs of Early Childhood Education, Elementary Education, or Special Education for Exceptional Children. See the Dean of the College of Education and Psychology for specific information.

### 10. Taking Courses in Military Science

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

### 11. Earning Credit for Military Service

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

### 12. Earning Credit for Prior Learning

Students may earn credit for knowledge gained through prior learning experiences. Credit is granted based on the evaluation of a portfolio prepared by the student. Prior approval for portfolio preparation must be obtained and the student must have successfully completed ORGL 3001 Prior Learning Portfolio Development.

### 13. Transferring Credit for the General Education Requirement (Articulation Policy)

East Central University participates with certain other Oklahoma institutions in a reciprocal transfer agreement (the Regents' Articulation Policy). By virtue of this agreement a student who has completed his or her general education requirement and received an Associate degree in Arts or Science at one of the participating Oklahoma two-year colleges may fulfill East Central University's general education requirement by transferring his or her credit to East Central University. Transferring

credit for general education does not eliminate or otherwise affect any of the following East Central University requirements: (1) prerequisites; (2) specific requirements in majors, minors or related work in these areas; (3) the requirements for teacher certification. Not included in this transfer arrangement are vocational and technical two-year college programs and other programs not primarily designated for students intending to transfer to bachelor's degree programs.

#### **14. Transferring Credit from Accredited Institutions**

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

#### **15. Transferring Credit from Unaccredited Institutions**

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

#### **16. Oklahoma Statewide Transfer Matrix**

Students transferring to East Central University may obtain information concerning course equivalencies of courses being transferred to ECU. A course transfer matrix approved by the Oklahoma State Regents for Higher Education and a transfer matrix established specifically for East Central University may be found by going to the website [www.ecok.edu](http://www.ecok.edu) then clicking on the academic tab.

#### **17. Failing a Course**

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

#### **18. No Degree Credit (Not Applicable on Degree)**

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

## GRADING POLICY (OSRHE POLICY 3.11, 6/10) ATTENDANCE AND CONDUCT REQUIREMENTS; RETENTION RATES; HONOR ROLL; AND HONORS GRADUATION

### Grading Terms

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

Grades used in the calculation of the Grade Point Average (GPA)		
Grade	Note	Grade Point Per Hour
A	Excellent	4
B	Good	3
C	Average	2
D	Below Average	1
F	Failure	0

### Other Symbols

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

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

**W** An automatic withdrawal grade of "W" is issued when a student initiates a withdrawal during the institution's allowable withdrawal period. An institution's withdrawal period for an automatic "W" shall begin after the tenth day of classes in the regular session and the fifth day of classes in the summer term and shall not exceed 12 weeks of a 16-week semester or, in general, not exceed three-fourths of the duration of any term. (These are maximum limits. The State Regents encourage institutions to establish shorter limits.) For any drop or withdrawal accepted after this deadline, a "W" or "F" will be assigned depending upon the student's standing in the class and the institution's stated withdrawal policy. If an "F" grade is assigned, it is calculated in the student's GPA; the "W" grade is GPA neutral.

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

**AW** Administrative Withdrawal may be assigned by the Office of Academic Affairs to indicate that a student has been "involuntarily" withdrawn from class(es) after the institution's drop-and-add period for disciplinary or financial reasons or inadequate

attendance. Such withdrawals must follow formal institutional procedures. Administrative withdrawals are GPA neutral.

**S-U/**

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

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

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

### Grade Point Averages

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

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

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

### Remedial/Development Courses

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

### Academic Forgiveness Provisions

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

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

- A. For pedagogical reasons, a student will be allowed to repeat a course and count only the second grade earned in the calculation of the GPA under the prescribed circumstances listed below.
- B. There may be extraordinary situations in which a student has done poorly in up to two semesters due to extenuating circumstances which, in the judgment of the appropriate institutional officials, warrants excluding grades from those semesters in calculating the student's GPA.
- C. A student may be returning to college after an extended absence and/or under circumstances that warrant a fresh academic start.

Students may seek academic forgiveness utilizing the following institutional procedures. A student may receive no more than one academic reprieve or renewal in the academic career, and only one option (reprieve or renewal) can be used. The repeated courses provision may be utilized independent of reprieve or renewal within the limits prescribed below. All institutions will conform to the repeated courses forgiveness provision. Institutions may elect to offer students academic reprieve or academic renewal as detailed below. Institutions granting academic reprieve and/or academic renewal must submit an annual report to the State Regents.

**Repeated Courses**

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

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

**Academic Reprieve**

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

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

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

- 1. At least three years must have elapsed between the period in which the grades being requested reprieved were earned and the reprieve request;
- 2. Prior to requesting the academic reprieve, the student must have earned a GPA of 2.0 or higher with no grade lower than a "C" in all regularly graded course work (a minimum of 12 hours) excluding activity or performance courses;

- 3. The request may be for one semester or term of enrollment or two consecutive semesters or terms of enrollments. If the reprieve is awarded, all grades and hours during the enrollment period are included. If the student's request is for two consecutive semesters, the institution may choose to reprieve only one semester;
- 4. The student must petition for consideration of academic reprieve according to institutional policy; and
- 5. All courses remain on the student's transcript, but are not calculated in the student's GPA. Course work with a passing grade included in a reprieved semester may be used to demonstrate competency in the subject matter. However, the course work may not be used to fulfill credit hour requirements.

**Academic Renewal**

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

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

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

- 1. At least five years must have elapsed between the last semester being renewed and the renewal request;
- 2. Prior to requesting academic renewal, the student must have earned a GPA of 2.0 or higher with no grade lower than a "C" in all regularly graded course work (a minimum of 12 hours) excluding activity or performance courses;
- 3. The request will be for all courses completed before the date specified in the request for renewal;
- 4. The student must petition for consideration of academic renewal according to institutional policy; and
- 5. All courses remain on the student's transcript, but are not calculated in the student's GPA. Neither the content nor credit hours of renewed course work may be used to fulfill any degree or graduation requirements.

**Reporting Academic Standing**

**A. Retention Standards and Requirements**

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

**B. Transcript Notations**

The student's academic transcript should be a full and accurate reflection of the facts of the student's academic life. Therefore, in situations which warrant academic forgiveness, the transcript will reflect all courses in which a student was enrolled and in which grades were earned, with the academic forgiveness provisions reflected in such matters as how the GPA is calculated. Specifically, for those students receiving



academic forgiveness by repeating courses or through academic reprieve or renewal, the transcript will reflect the GPA excluding forgiven courses/semesters. The transcript may also note the cumulative GPA which includes all attempted regularly graded course work.

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

### Posting a Grade

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

### Appealing a Grade

The University believes students should be given the opportunity to meet with instructors and department chairmen to resolve issues concerning assigned grades. Student grade appeals are not intended to interfere with the instructor's right to determine the evaluation process and to perform that evaluation. 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 instructor. If the student is still dissatisfied and believes there are circumstances that merit an appeal of grade, the student should discuss the issue with the department chair and, if necessary, the dean. If further appeal is requested, information can be obtained on the process from the Provost/Vice President for Academic Affairs.

### Grade Point Average

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

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

## Transferring Grades

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

## Attendance Requirements

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

Students may be withdrawn from a course for excessive absences upon the request of the instructor. A student may be suspended from the University if his or her absences are excessive, whether or not he or she is on probation at the time.

## Conduct Requirements

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

## English Proficiency Requirement for Faculty

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

## Retention Rates

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

## Deans' and President's Honor Rolls

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

## Graduating with Honors

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

### Levels of Academic Achievement

1. Graduating with Academic Achievement (3.5 - 3.79)
  2. Graduating with High Academic Achievement (3.8 - 3.99)
  3. Graduating with Highest Academic Achievement (4.0)
- Averages are rounded to the nearest one-hundredth.

## THE SCHOLASTIC HONORS PROGRAM

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

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

1. Incoming students with a high school GPA of at least 3.5 and a composite ACT score of at least 26 are invited by the Honors Board to apply for admission to the Honors Program. Students whose scores do not meet these criteria may apply for special consideration. Each application will be considered on a case-by-case basis.
2. Continuing students demonstrating a high level of skill, talent, and intellect in pursuit of college credit may be nominated for admission to the Honors Program by at least two faculty members or at least two Honors students.
3. Any student with a college GPA of at least 3.5 may petition the Honors Board for admission to the Honors Program.

### Honors Course Requirements

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

1. **General Education Honors** **12 hours**  
These courses are linked, sequential, liberal arts seminars.  
HNRS 1213 Enduring Questions: Perspectives from Western Humanities (G1);  
HNRS 1313 Enduring Questions: Perspectives from Non-Western Humanities (G2);  
HNRS 2213 Enduring Questions: Perspectives from the Sciences (G4);  
HNRS 2313 Enduring Questions: Perspectives from Rhetoric and Research (B, ENG 1213),
2. **Engagement Honors** **3 hours**  
May be satisfied by study abroad, an OSLEP seminar, summer research, an internship, or other approved on or off-campus educational opportunity.
3. **Departmental Honors** **9 hours**  
Nine hours of honors coursework within the student's academic major.
  - a. Existing course in research and writing; and
  - b. Two-semester of Thesis: HNRS 4993 Thesis Research and HNRS 4993 Thesis Writing/and Defense; OR
  - c. Two approved Honors contracts in upper-division courses.

Transfer students or upperclassmen may be admitted to the Honors and graduate with Departmental Scholastic Honors. The nine hour option consists of requirement 3 above.

### Grade Point Average Requirements

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

### Scholastic Honors Graduation

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

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

#### Levels of Scholastic Honors Academic Achievement

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

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

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

## RECORDS, GRADUATION, AND PLANNING FOR GRADUATE SCHOOL

### Student's Records

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

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

A person who has no delinquent obligations to the University may have official transcripts of his or her academic records delivered to himself or herself or mailed wherever he or she requests. The transcript is a copy of the complete official scholastic record of a student. Partial or abridged transcripts are not issued. Transcripts must be requested, in writing with valid ID, by the student before they will be processed.

### Graduation

A student planning to graduate must file an electronic degree application by the dates published in the *Schedule*. Students qualifying for two degrees during the same semester must make two separate applications. Students receiving two majors but only one degree will apply once. See Admissions and Records personnel with questions.

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

### Planning for Graduate School

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

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

### Linscheid Library

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

The library resources include a carefully selected collection of more than 200,000 books, scholarly and popular periodicals and newspapers (approximately 900 current titles), government documents, pamphlets, and microfilm materials. A variety of electronic databases are available for student and faculty use. Photocopy machines, including microform reader-printers, are provided at a nominal cost.

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

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

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

### Computer Use Policy

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

- Any for-profit activity that will benefit the user or any other party.
- Any attempt to use any other person's password or to use any password other than the one assigned to the user, unless so directed by a member of the university faculty or staff.
- Violation of the Oklahoma Computer Crimes Act, copyright laws and other Oklahoma or federal statutes.

- Universities are being targeted by entities such as the Recording Industry Association of America, which operates under the assumption that students illegally download music and videos. As such, we “search” for illegal sharing of music or videos and block the users’ account and access to our network if found.
- All behavior and activities prohibited by University policy.

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

### Computer Laboratories

Student access and use of a variety of computer applications is an important part of East Central University campus life. Computer laboratories are available for course work for enrolled students. These labs have flexible hours and frequently have a person available to offer assistance. One of the features that comes with enrollment at East Central University is individual access to the campus computer network. Each semester, enrolled students are given an account that will allow them to use computer laboratories and email. A wireless option is also available. Word processing and electronic spreadsheets are typical of applications available to all students. Students, faculty, and staff are able to send and receive messages, store data on the computer servers, and access the Internet.

### ECU Writing Center

The East Central University Writing Center provides free assistance to students working to complete any writing task. Staffed by student writing consultants who have been trained in tutorial and writing techniques, the Center helps students immediately complete assignments and developmentally become more accomplished, independent writers. Appointments are not necessary, and students may come to the Center on their own referral.

### High School Meets

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

### International Student Program and Services

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

### Global Education Program

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

### National Student Exchange (NSE) Program

East Central University students have an educational exchange opportunity through our membership in the National Student Exchange (NSE). This program has nearly 200 member colleges and universities spreading across the U.S. (including Guam, Puerto Rico, and the Virgin Islands) and also Canada. Students may access different courses, unusual programs and field studies. Students choose to participate in NSE to investigate graduate programs, professional schools, internships, and career options. The program is carefully designed as a continuation of the degree program so no pre-approved hours are lost when transferring credits back to East Central University. The exchange period may be for one semester, an academic year and, on some campuses, an academic year plus summer. Students are encouraged to consider their sophomore or junior years as the best time to participate. The exchange is economical, allowing ECU students to continue to pay East Central University rates or the host school’s in-state tuition. As an added benefit, East Central University hosts students from other NSE member campuses. For information about the ECU National Student Exchange, contact the Office of International Student Program and Services (ISPS). [Http://www.ecok.edu](http://www.ecok.edu) or visit [www.nse.org](http://www.nse.org).

### Academic Advising Center

The Academic Advising Center (Center), including the Transfer Enrollment Center (TEC), is open Monday through Friday, 8:00 a.m. to 5:00 p.m. in Room 111 of Danley Hall. The Center reports to the Office of Academic Affairs. The Center conducts entry level assessment testing and offers College Level Placement (CLEP) testing. The Center provides faculty and students with accurate, timely information concerning academic advising and information about academic rules and regulations. As part of new faculty orientation, the Center offers professional development in academic advising for new faculty. Current advising information and the Academic Advising Handbook are posted on the Center’s web page. In cooperation with other university offices, the Center assesses all first-time, beginning freshmen and supervises beginning freshman advisement and enrollment sessions held throughout the year. Professional advisors in the Center advise first-time beginning freshmen and first-time transfer students who have an undeclared major. The (TEC) is part of the Academic Advising Center and manages the recruitment of first-time transfer students, including an orientation program. Transfer orientation and enrollment sessions introduce transfer students to the ECU campus and to campus rules and procedures. The advisors assist first-time transfer students during their first semester and then release them to their assigned faculty advisor in the academic department. Assistance with questions regarding academic advising is available to all ECU students in the Academic Advising Center Monday through Friday from 8:00 a.m. to 5:00 p.m.



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

### Student Honor Societies

#### Alpha Chi National Honor Scholarship Society

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

#### Alpha Delta Mu

Juniors and seniors having a cumulative grade point average of 3.0 or higher are eligible for membership in this social work society.

#### Alpha Phi Sigma

A national criminal justice honor society which recognizes criminal justice majors who have at least a 3.0 GPA.

#### Alpha Psi Omega

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

#### Alpha Upsilon Alpha

Membership in this international honor society is open to education students with a cumulative grade point average of 3.5 or higher in at least two reading/language arts courses and an overall of 3.0 in all course work.

#### Beta Beta Beta

Honor society for students majoring in biology.

#### Delta Mu Delta

Delta Mu Delta is a national honor society in business. It promotes higher scholarship training for business and recognizes and rewards scholastic attainment in business. Membership is open to junior and senior business administration and accounting majors with a GPA of at least 3.5.

#### Gamma Theta Upsilon

Geography honor society that encourages the emphasis of geographical education.

#### Kappa Kappa Psi

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

#### Lambda Epsilon Chi

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

#### Music Educator's National Conference

The Music Educator's National Conference is a service organization open to all music majors.

#### Order of Omega

Honor society for junior and senior members of Greek social organizations who have maintained a 3.0 GPA and shown leadership qualities.

#### Phi Alpha Theta

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

#### Pi Kappa Delta

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

#### Pi Sigma Alpha

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

#### Pi Upsilon Omicron

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

#### Sigma Pi Sigma

Sigma Pi Sigma is a national honor society that receives into membership undergraduate and graduate students, faculty members, and a few others in closely related fields. Students elected to membership must attain high standards of general scholarship and outstanding achievement in physics. Sigma Pi Sigma is the official honor society of the physics profession and is an affiliated society of the American Association for the Advancement of Science and the American Institute of Physics.

#### Sigma Tau Delta

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

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

### Student Honor Awards

#### Black's Sportsmanship Award

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

#### Raymond Estep Award

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

#### First National Bank and Trust Company Award

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

#### Gem Credit Jewelers Award

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

**George Nigh Award**

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

**Gordon Harrel Award**

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

**Linscheid Award**

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

**School Spirit Award**

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

**Student Government Officer's Awards**

Certificates and plaques are awarded to members of the Student Senate and the Honor Court for faithful performance of duties.

**Top Ten Freshman Award**

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

**Top Ten Senior Award**

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

**Wal-Mart Scholar Athlete Award**

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

**Who's Who Among Students in American Universities and Colleges**

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

**Other Awards and Honors**

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

**S. C. Boswell Professor**

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

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

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

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

**Distinguished Alumnus Award**

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

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

**Distinguished Family Award**

Recipients of the Award are The Floyd Family (DFA '08), The Fentem Family (DFA '09), The Clements-Compton Family (DFA '10), The Bulman Family (DFA '11), The Zimmerman Family (DFA '12), The Ramadan Family (DFA '13), Bonar/Martin Family (DFA '14).

**Distinguished Former Faculty Award**

Recipients of the Award are Grace George (DFFA '07), James R. Harris (DFFA '07), Ray Quiett (DFFA '08), William Carter (DFFA '09), Davis Joyce (DFFA '10), Elmer Brown (DFFA '11), Jeff Fredrick (DFFA '11), Don Kellogg (DFFA '12), Carlotta Lockmiller (DFFA '12), Margaret Nims (DFFA '13), Elizabeth Schmelling (DFFA '13 posthumous award), Jack Paschall (DFFA '14), James Danley (DFFA '14 posthumous award)

**Distinguished Philanthropist Award**

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

**Distinguished Service Award**

Recipients of the Award are Mike and Karen Smith (DSA '07), David Hathcoat (DSA '08), Billie Floyd (DSA '09), The Horne Family (DSA '11), Frank Crawford (DSA '12), Mike Crawford (DSA '12), Monica Neal (DSA '13), Bertha Frank Teague Mid-America Classic (DSA '14).

## COMMUNICABLE DISEASE, GRIEVANCE, AND SEXUAL HARASSMENT POLICIES

### Communicable Disease Policy

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

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

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

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

#### Institutional Policy Statement and Procedure on Serious Communicable Diseases

### I. Campus Life

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

- B. *Housing*  
On campus housing will be made available to persons with communicable diseases under the same conditions as applicable to any individual, but will comply with federal, state, local, and University policy and procedure in relation to the disease. Requests by the infected individual for unique accommodations will be given every reasonable consideration, where possible, to meet the special housing needs of that individual. Precautions will be taken on the advice of appropriate public or private health science professionals.
- C. *Class Attendance and Laboratories*  
Laboratory instructors, workers, and students should follow safe procedures that would prevent transmission of body fluids. In the event of laboratory accidents that break the skin, precautions should be exercised to prevent transmission of body fluid. Laboratory procedures that involve blood samples, muscle biopsies and other biological materials should be collected and handled with care using recommended procedures. All departments should develop guidelines for laboratory procedures when dealing with communicable diseases.
- D. *Athletic and Sports Activities*  
Persons with communicable diseases should seek counseling concerning participation in athletic or sports activities. Sports activities can result in bleeding or open wounds. Individuals coming into contact with such injuries in any way should use utmost caution. Procedures should be developed by all departments to cover such incidents.
- E. *Food Handling*  
Persons involved in the preparation or serving of food or beverages should maintain current health certificates and follow current health standard recommendations. Persons identified as having a communicable disease will abide by federal, state, local, and University procedures in the performance of their duties.

### II. Counseling and Health Services

- A. East Central University will make all reasonable effort to provide referral for students, faculty and/or staff for counseling or health services in community and state agencies. The Student Development Central Office, Counseling Center, Health Services and Disability Services will maintain information regarding sources of assistance available to students, faculty and staff.
- B. *Confidentiality*  
Confidentiality must be carefully maintained in accordance with all legal requirements. The patient's right to confidential treatment should be protected and the associated medical records should be kept confidential in accordance with existing institutional and legal requirements. East Central University will make all reasonable efforts to insure that such information is kept confidential. In addition, other University personnel will be made aware of the necessity for confidentiality.



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

East Central University emphasizes that individuals who know they have a communicable disease have a special responsibility to protect others from this infection. This responsibility includes appropriate conduct in situations where the infection could likely be transmitted. Behavior contrary to this responsibility may be considered as cause for disciplinary action by the University.

### IV. Special Needs

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

#### Student Grievance Policy

A student should attempt an informal resolution of his/her grievance with the appropriate faculty member, staff member or administrator. If the grievance cannot be resolved at the level to which the complaint is made, it is referred to the next higher level. The President will review lower level decisions if an appeal is made to the President. The President may overrule any and all decisions. Also, anyone choosing to do so may file a grievance directly with the President; the complaint will then be processed through the administrative channels to attempt resolution prior to the taking of final action.

#### Student Complaints

Students may file complaints with appropriate institutional officers. Normally complaints are addressed to the individual most directly involved with the complaint. Written complaints which are signed by the student and addressed to the President, the Provost/Vice President for Academic Affairs, or the Vice President for Student Development will be shared with the Commission on Institutions of Higher Education of the North Central Association during on-site accreditation visits. Individual identities will be shielded. Students may request contact information from institutional officers to file a complaint with the appropriate state agency of the institution's accrediting body.

#### Sexual Harassment Policy

##### Section 1. Purpose

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

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

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

##### Section 2. Definition/Prohibited Acts

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

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

##### Section 3. Examples of Sexual Harassment

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

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

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

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

- a. A strong statement of policy prohibiting sexual harassment in both the working environment and the educational environment at the university. Such statement substantially similar to the Board policy statement in Section One, above;
- b. The definition of what conduct constitutes sexual harassment adopted in this policy by the Board of Regents;
- c. A coordinated university-wide educational program providing information regarding sexual harassment, the university's policy against such conduct, and the rights of the persons who are the object of sexual harassment;
- d. A counseling program utilizing available campus resources available to both complainants and respondents;
- e. An informal grievance procedure designed to encourage the reporting of incidents of sexual harassment and to provide informal conciliation and resolution of sexual harassment complaints where possible. Such procedure should, to the greatest degree legally possible, preserve the anonymity of complainants, provide for informal discussions with persons complained against, secure the confidentiality of records regarding complaints, and be completed in a timely manner;
- f. A formal grievance procedure ensuring due process of all parties for resolution of formal complaints transmitted in writing to the Director of Human Resources or the Dean of Students. Such grievance procedure must provide for methods of processing such complaints which permit independent review by persons not personally affected by the particular situation at issue (such as in the case where an employee is complained about by a person working under the supervision of such employee or where a faculty member is complained about by a student in a class taught by the faculty member); and
- g. The alleged victim shall be permitted to have one person of his or her choosing accompany him or her throughout the disciplinary procedure. The alleged victim and accused shall be permitted to be present during the entire disciplinary procedure (except during deliberations of the panel). The alleged victim and accused shall have the right to be informed of the outcome of the hearing upon its conclusion by the panel. The person alleged to have engaged in sexual misconduct shall also be afforded all of the rights set forth.
- h. An appeal process to the university president in the event of disciplinary action imposed due to review of a formal complaint.





## Section III

# REQUIREMENTS FOR BACHELOR'S DEGREES

### Degrees Offered

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

A student who pursues the three-year pre-medical or pre-dentistry program of the College of Health and Sciences may earn a Bachelor of Science degree upon completion of a year's study in an approved medical or dental school. Further information is available from the Office of Admissions and Records.

### Requirements for a Bachelor's Degree

A student is eligible for a bachelor's degree if he or she meets the other requirements of the University and the following general requirements.

#### 1. Total Credits

A student must earn at least 124 semester hours exclusive of "no credit", "not applicable on degree" or "zero-level" courses. A maximum of 4 hours KIN Activity Courses may be used towards the 124 hour requirement. The ways of earning credit are given in "Taking Courses and Earning Credit," in this Catalog.

#### 2. On-Campus/Residence Credit

A student must earn at least 30 semester hours at East Central University and at least 12 of the 30 must be upper division hours. He or she must earn, at East Central University, at least 15 of his or her last 30 semester hours before graduation or at least 50 percent of the hours required by the major must be earned from East Central University. A student must do enough on-campus upper division work in his or her major and minor to provide for his or her evaluation for a degree. Sufficient hours have been established as nine hours in the major and three hours in the minor.

#### 3. Correspondence Credit

A student may apply no more than 31 semester hours of correspondence study toward his or her degree.

#### 4. General Education Credit

A student must earn all general education requirements as listed in "General Education Requirements of the Undergraduate Divisions" below. These requirements may be fulfilled by transferring credit from an Oklahoma institution participating in the Regents' Articulation Policy.

#### 5. Upper-division Credit

A student must earn at least 40 semester hours in upper-division courses (numbered 3000 or higher). Credit transferred from another institution is classified at the level at which it was earned.

#### 6. Senior College Credit

A student must earn at least 60 semester hours, excluding physical activity courses, at a baccalaureate degree granting institution.

#### 7. Major and Minor

A student must earn credit in the courses required for his or her particular major and minor in this catalog. Unless the requirements for the major specifically allow the major and the minor to be in the same field, they must be in different fields. In some instances the student must select a minor from a particular group designated in the major requirements.

Courses taken for general education credit may also apply on the major unless otherwise specified. One course, not to exceed 4 hours, taken for general education credit may also apply on the minor. No course may apply on all three requirements (major, minor, general education). No course may count as credit toward two majors, excluding related work. No course may count as credit toward both the major



and minor, excluding related work. Additional courses must be taken to accumulate the required hours in either the major or minor.

### **8. Double Major**

Having fulfilled all the requirements for a bachelor's degree in a chosen field, a double major may be declared if, instead of a minor, all the requirements for a second major are also fulfilled. A student declaring a double major need not declare a minor. The second major will fill that requirement. Courses considered core requirements may not be used on both majors.

Should a student meet requirements for two majors and have a minimum of 154 semester hours completed, he or she can apply for two degrees, instead of one degree with two majors. Information may be obtained in the Office of Admissions and Records concerning how to apply for two degrees granted concurrently.

### **9. Computer Proficiency**

Students must demonstrate computer proficiency, which includes the competent use of a variety of software and networking applications. Students may fulfill this requirement at East Central University through several options. These options include: 1) successful completion of one of the institution's general education courses in the computer literacy option; 2) successful completion of a sequence of courses within a program of study (major) which a department and school or college dean designate to fulfill this requirement; 3) successful completion of a degree program in which use of a computer is integral to the program (e.g., major in Computer Science); or 4) successful completion of an associate of arts or associate of science degree at a two year college in which the computer skills requirement was met (this option may not reduce or remove any program requirements). This policy applies for first-time beginning freshmen admitted to the university in the fall 1998 semester and thereafter.

### **10. Service Learning**

Effective Fall 2007, first-time beginning freshmen and first-time transfer students who have completed less than 64 hours starting at East Central University will be required to do at least 30 hours of service learning by completing at least two service learning designated classes prior to their graduation. Those students transferring to ECU who have completed 64 or more hours will be required to do only 15 hours of service learning by completing at least one service learning designated course. Students completing either the Bachelor of General Studies Program, the Bachelor of Science in Family Consumer Science (Early Care), the Bachelor of Science in Nursing (RN to BSN) or the Bachelor of Science in Organizational Leadership Program will be exempt from the service learning graduation requirement. This requirement will not apply to continuing students enrolled prior to the Fall of 2007, although many of these students may well enroll in courses that have a service learning component.

### **11. Grades**

A student must have a grade point average of 2.0 or higher in his or her total work at all institutions, in all work at East Central University, in all work in each of his or her majors and minors, and in all major and minor work at East Central University. "No Credit" courses may not be included in computing the grade point averages for a degree. Specific majors and minors may also require a higher grade point average.

### **12. Second Bachelor's Degree**

Having previously fulfilled all requirements for a bachelor's degree, a student is eligible for a second bachelor's degree after finishing 154 semester hours (excluding graduate credit) and the requirements for a new major and new minor. Course work used on the major of the first bachelor's degree may not apply as course work for the major of the second bachelor's degree.

## **GENERAL EDUCATION STUDIES Philosophy, Purposes, and Themes**

### **PHILOSOPHY STATEMENT**

East Central University embodies its commitment to the values of a liberal arts education through its general education requirement, which is designed to assist students in attaining the knowledge, skills, and attitudes recognized by the University as fundamental to every educated person's understanding of and response to the world. A liberal arts education contributes to the development of informed, responsible citizens capable of promoting and maintaining a free society, and it provides individuals a foundation for making those ethical, logical, technological, and ecological decisions requisite to effective participation in such a society.

### **MISSION STATEMENT**

As part of liberal arts education that inducts students into an intellectual community in preparation for and enhancement to disciplinary majors, the General Education Program at East Central University provides students the integrated and thorough foundation needed to reflect critically on information to understand and acknowledge the diversity of life and cultures, to see the relationships among concepts, and to appreciate the interrelatedness of academic areas.

### **REQUIREMENTS**

General education requirements of the undergraduate majors are given in the chart following. Before beginning to fulfill these requirements, students should study the chart and the following comments:

A student should consult with his or her advisor choosing a course in a general education area offering option. Many majors require that a student select a particular course within the list of optional courses.

A student planning to transfer as a junior or a senior to another Oklahoma institution participating in the Regents' Articulation Policy should take, during his or her freshman and sophomore years, six hours of English composition; six hours United States history and government; six hours of science; six hours of humanities; three hours of mathematics; at least three hours from psychology, social sciences, foreign languages, and fine arts (art, music, dramatics); and additional liberal arts and sciences courses to meet the minimum total of forty-five (45) credit hours at ECU.

**General Education Requirements of the Undergraduate Divisions  
Minimum 45 Hours**

<b>A. UNIVERSITY STUDIES (2 HOURS)</b>		
UNIV	1001	Freshman Seminar*
UNIV	3001	General Education Seminar**
<b>B. ENGLISH COMPOSITION (6 HOURS)</b>		
ENG	1113	Freshman Composition I
ENG	1213	Freshman Composition II <b>OR</b>
HNRS	2313	Enduring Questions: Perspectives from Rhetoric and Research ( <b>Honors Students ONLY</b> )
<b>C. COMMUNICATION (6 HOURS)</b>		
Select two (2) courses. No more than one course may be selected from any category. (Education students should take from 1 and 3.)		
<b>1. Speech:</b>		
COMM	1113	Fundamentals of Human Comm
COMM	2253	Communication in the Workplace
<b>2. Computer Literacy:</b> All students (except teacher certification majors) must take one course from section 2 and a second course from sections 1 or 3. Teacher certification majors should take courses from sections 1 and 3.		
CMPS	1113	Computer Programming I
CMPS	1513	Computer Literacy
MIS	1903	Computer Business Applications
<b>3. Languages:</b>		
ASLHR	2613	American Sign Language I
FREN	1113	Elementary French I
GER	1113	Elementary German I
LATIN	1113	Elementary Latin I
RUSS	1113	Elementary Russian I
SPAN	1113	Elementary Spanish I
<b>D. MATHEMATICS (3 HOURS)</b>		
Select the course required by your major.***		
MATH	1413	Survey of Mathematics
MATH	1513	College Algebra
MATH	2213	Introduction to Probability and Statistics
<b>E. U.S. GOVERNMENT (6 HOURS) and U.S. HISTORY</b>		
PS	1113	United States Government
	<b>AND</b>	
HIST	2483	United States History Survey to 1877
	<b>OR</b>	
HIST	2493	United States History Survey since 1877
<b>F. LAB SCIENCE (8 HOURS)</b>		
<b>(Lab science only)</b>		
<b>1. Life Sciences (Select One):</b>		
BIOL	1114	General Biology
BIOL	1214	General Botany
BIOL	1314	General Zoology

<b>2. Physical Sciences (Select One):</b>		
CHEM	1114	General Chemistry I
EHS	1114	Introduction to Env Health Science
GEOG	1214	Earth Science
PHSCI	1114	General Physical Science
PHYS	1114	General Physics I
PHYS	1314	Astronomy
<b>G. HUMANITIES &amp; SOCIAL SCIENCES (12 HOURS)</b>		
<b>1. Humanities-Western Civilization (Select One):</b>		
ART	2233	Art in Life
COMM	2333	Theatre in Life
HIST	1113	Early Western Civilization
HIST	1123	Modern Western Civilization
HNRS	1213	Enduring Questions: Perspective from Western Humanities ( <b>Honors Students ONLY</b> )
HUM	2113	General Humanities I
HUM	2123	General Humanities II
HUM	2413	Responding to Literature
HUM	2613	Philosophy: An Introduction
HUM	2813	Interpreting Film
MUS	2533	Music in Life
<b>2. Humanities-Cultural and Human Diversity (Select One):</b>		
ART	2273	Survey of Multicultural Art
GEOG	2513	World Regional Geography
HIST	2513	Survey of African American History
HIST	2523	Native Peoples in American History
HIST	2613	Explorations in World History & Culture
HNRS	1313	Enduring Questions: Perspectives from Non-Western Humanities ( <b>Honors Students ONLY</b> )
HUM	2313	Ethnic Literature
HUM	2323	Non-Western Literature
HUM	2633	World Religion and Thought
HUM	2713	Language and Culture
MUS	2433	World Music
<b>3. Social Sciences (Select One):</b>		
ECON	2003	Principles of Macroeconomics
FIN	1113	Financial Literacy
GEOG	1113	Elements of Human Geography
PS	2113	Introduction to Political Science
PSYCH	1113	General Psychology
SOC	1113	Introduction to Sociology
SOC	2113	Social Problems
SOC	2713	Introduction to Cultural Anthropology
<b>4. Additional Course: Select one additional course from G1, G2 or G3 OR</b>		
HNRS	2213	Enduring Questions: Perspective from Science ( <b>Honors Students ONLY</b> )
<b>H. WELLNESS**** (2 HOURS)</b>		
FCS	1513	Nutrition
KIN	2122	Choices in Wellness

\*The Freshman Seminar must be taken in the beginning freshman's first semester of enrollment.

\*\*The General Education Seminar should be taken after the student has earned 45 semester hours.

\*\*\*College Algebra or Intro to Probability and Statistics should not be selected unless required by your major. Mathematics courses numbered 1413 or higher, other than "teachers" or "methods" courses, will meet the General Education requirement in Mathematics.

\*\*\*\*Credit in physical education for military service is granted in accordance with the commonly accepted practices of the Office of Admissions and Records.

Students who have completed an Associate of Arts or Associate of Science degree from an OKLAHOMA two-year college will be considered as having met all general education requirements listed above. This does not mean specific courses in the major or minor requirements are met with the completion of the Associate Degree.

## GENERAL EDUCATION STUDENT OUTCOMES

### PROGRAM OUTCOMES

#### Learning Outcome 1: Communication

Students demonstrate the ability to communicate effectively in multiple contexts.

#### Learning Outcome 2: Intellectual Skills

Students demonstrate the ability to comprehend and process concepts, to establish relationships within and among disciplines, and to interpret and evaluate information for knowledge-building and decision-making.

#### Learning Outcome 3: Information Literacy

Students demonstrate the ability to find, evaluate, and use information effectively and appropriately for any given learning situation.

#### Learning Outcome 4: Intercultural Knowledge

Students demonstrate the ability to recognize the complexity of culture, their own as well as others, and see themselves as members of a global community.

**CONTENT CRITERIA - The courses falling into each of the following categories must address the criteria indicated for that category.**

#### A. UNIVERSITY STUDIES

##### 1. Freshman Seminar (All criteria will be addressed.)

1. Students should know the information contained in the East Central University catalog and student handbook concerning academic and co-curricular life at East Central University.
2. Students should display appropriate college-level study and survival skills.
3. Students should prepare an initial portfolio demonstrating the principles of portfolio construction.

##### 2. General Education Seminar (All criteria will be addressed.)

1. Students should demonstrate mastery of the Literacy Understanding Skills through presentation of a portfolio.
2. Students should demonstrate mastery of the Literacy Understanding Skills through presentation of a class project.
3. Students should demonstrate knowledge and understanding of General Education subject matter through their performance on a standardized general education test.

#### B. WRITTEN COMMUNICATION (All courses in this category will address these criteria.)

1. Students should use the various elements of the writing process.
2. Students should write effectively for their intended audience.
3. Students should write clear, coherent, organized and mechanically proficient prose.

#### C. ORAL COMMUNICATION (Courses in this category will address the appropriate criteria.)

1. Students should meaningfully and coherently organize their ideas.
2. Students should deliver an original presentation for a definite purpose.
3. Students should critically assess other's oral or expressed messages.
4. Students should use computers for word processing, spreadsheet, database, and electronic communication applications.
5. Students should demonstrate a basic skill level of communicating with deaf and hard-of-hearing persons.
6. Students should communicate at the novice-mid level in a second language.

#### D. MATHEMATICS (All courses in this category will address these criteria.)

1. Students should formulate and solve problems using techniques of mathematical modeling.
2. Students should use basic mathematical modeling tools drawn from statistics, algebra, geometry, graphing, or analysis of functional relationships.
3. Students should apply mathematics to a variety of disciplines.

#### E. U.S. HISTORY AND U.S. GOVERNMENT

##### 1. U.S. HISTORY (All U.S. History courses will address these criteria.)

1. Students should identify an essential core of events, ideas, and people in the history of the United States.
2. Students should analyze an essential core of events, ideas, and people in the history of the United States.

##### 2. U.S. GOVERNMENT (U.S. Government will address these criteria.)

1. Students should describe the basic features and concepts of political and social institutions, structures, and systems in the United States.
2. Students should analyze the basic features and concepts of political and social institutions, structures, and systems in the United States.

#### F. LAB SCIENCE

##### All Lab Sciences (All lab science courses will address these criteria.)

1. Students should apply the processes and methods involved in scientific investigations.
2. Students should relate science to everyday occurrences.
3. Students should interpret the results of their laboratory and field work observation and experimentation.

##### 1. Life Sciences (All life science courses will address these criteria.)

1. Students should know the fundamental concepts, principles, and theories of the life sciences.
2. Students should apply the fundamental concepts, principles, and theories of the life sciences.

2. **Physical Sciences** (All physical science courses will address these criteria.)

1. Students should know the fundamental concepts, principles, and theories of the physical sciences.
2. Students should apply the fundamental concepts, principles, and theories of the physical sciences.

**G. HUMANITIES AND SOCIAL SCIENCES**

1. **Humanities - Western Civilization** (All courses in this category will address these criteria.)

1. Students should recognize the human experience and achievement of past and present cultures.
2. Students should analyze the human experience and achievement of past and present cultures.

2. **Humanities - Cultural and Human Diversity** (Courses dealing with multicultural subjects will address criterion (1). Courses dealing with human diversity subjects will address criterion (2).)

1. Students should demonstrate a knowledge of different cultures.
2. Students should demonstrate a knowledge of human diversity.

3. **Social Sciences** (Courses in this category will address an appropriate criterion.)

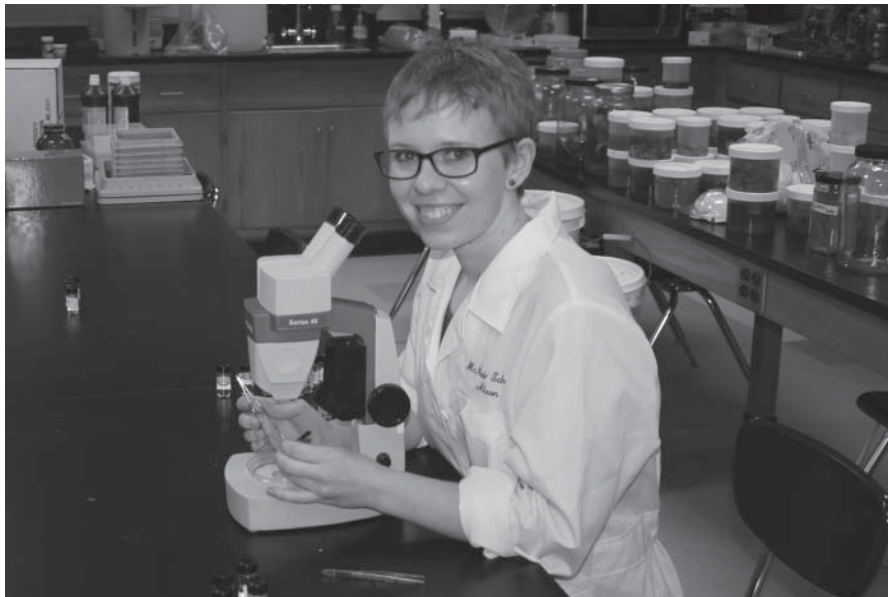
1. Students should recognize the principles of human individual behavior.
2. Students should recognize basic principles of human group behavior.
3. Students should explain economic principles and institutions.

**H. WELLNESS** (All courses in this category will address this criterion.)

Students should apply the principles of social, physiological, and psychological well-being in a comprehensive approach to self and others.







## Section IV

# PRE-PROFESSIONAL PROGRAMS

Several students attend East Central University with the intention of entering a professional school located at another university. For these students East Central University offers pre-professional programs in engineering, law, and several of the medical fields. Students in these programs have the opportunity to spend from one to three years at East Central University completing the basic entrance requirements to the professional schools. Students interested in this opportunity should contact the appropriate advisor for their program. A description of the basic programs and their advisor follows below.

### Pre-Dental Hygiene

The dental hygienist is a licensed member of the oral health care team responsible for providing preventive, therapeutic and educational services for dental patients and the community. Dental hygienist services are provided in a variety of settings including hospitals, public health clinics, schools and geriatric centers. Basic admission requirements consist of a minimum of 60 semester hours of prescribed course work which may be completed at ECU. The Professional program consists of 2 years of course work, clinical and practicum in a hospital or clinical setting. For more information, contact the Department of Biology.

### Pre-Engineering

No matter what branch of engineering a student wishes to enter, the program for the first four semesters contains mostly the same basic courses. These include mathematics, physics, chemistry, computer science, English, history, and behavioral and social sciences.

The pre-engineering program at ECU allows students to fill these requirements in two years, after which they transfer to a university with an engineering school to take advanced courses in their area of specialization. Advisors customize students' curriculum to match the engineering school they plan to attend. This enables them to enjoy the small classes, personalized instruction, and friendly atmosphere at ECU while receiving an excellent academic foundation for further study. For more information, contact the Department of Physics.

### Pre-Law

A successful career in law demands proficiency in three-skills areas: the ability to think critically, the ability to analyze information from a variety of sources and apply that analysis to solving problems, and the ability to communicate that analysis to others. While completion of any undergraduate degree program confers eligibility for law school, the most successful candidates often come from programs located in the Liberal Arts which emphasize mastery of these skills. ECU offers two programs, Political Science and Legal Studies, which have proven especially successful in helping graduates attain success in law school. The specific choice of major (and minor), however, should be tailored to match the interests and particular needs of each student. Please contact the Pre-Law advisor in the Department of Political Science and Legal Studies for more information.

### Pre-Pharmacy

A pre-pharmacy curriculum is offered at ECU that will meet all requirements for admission to any school of pharmacy. The curriculum requires two to three years to complete, after which the remaining four years of study must be taken at a school of pharmacy. The courses to be taken in the two to three year segment include those in biology, chemistry, physics, and mathematics, in addition to several of our general education courses such as English, history, and government. The program is tailored to individual needs depending upon the choice of a particular pharmacy school. For more information, contact the Department of Chemistry.

### Pre-Physical Therapy

Physical Therapy is a dynamic health care profession dedicated to the promotion of optimal health, prevention of disability, and restoration of physical activity following a debilitating incident. As an active member of the health care team, physical therapists provide therapeutic services to individuals of all ages with musculoskeletal, neurological, cardiopulmonary, sensorimotor, vascular, immunological and cellular disorders or trauma. Physical Therapy services are provided in a variety of set-

tings including hospitals, extended care facilities, ambulatory clinics, schools, and homes. (The Professional program usually consists of three years of didactic and clinical courses selected in a hospital setting.) A baccalaureate degree is required along with other prerequisites such as Graduate Record Examination (GRE) scores and documentation of 40 hours of observation experience submitted with the application for admission to the Physical Therapy program. (Specific course requirements and other admission criteria are available from the ECU Biology department.)

### **Pre-Professional Sciences**

East Central University offers all courses that are required for admission to professional schools of medicine, dentistry, optometry, chiropractic, physician's associate or veterinary medicine. Although the pre-professional sciences student may select any degree major, most successful candidates major in either Biology, Chemistry or Medical Physics. Course work must be arranged so as to complete the required work in time for the admission exams and application in your program (usually Spring of junior year). For more information, contact the Department of Biology.

Few applicants are admitted with less than a bachelors degree. You should follow a degree track at the time you are completing the pre-professional requirements. East Central University does offer the Bachelors Combined Degree Program which allows the student who may be admitted to professional medical sciences school at the end of their junior year to receive the bachelors degree after successful completion of the first year in professional school. The requirements for this program are available from the appropriate Pre-Professional Sciences Advisor or the ECU Office of Admissions and Records.



## Section V

# HARLAND C. STONECIPHER SCHOOL OF BUSINESS

Wendell Godwin, Dean

Business

## DEPARTMENT OF ACCOUNTING

**Major Offered**  
Accounting - BS

**Minor Offered**  
Accounting

<b>Courses</b>	<b>Subject</b>
<b>Prefix</b> ACCT	Accounting

## DEPARTMENT OF BUSINESS ADMINISTRATION

**Majors Offered**  
Business Administration (Entrepreneurship) - BS  
Business Administration (Finance) - BS  
Business Administration (General Business) - BS  
Business Administration (Management) - BS  
Business Administration (Management Information Systems) - BS  
Business Administration (Marketing) - BS  
Organizational Leadership - BS

**Minors Offered**  
Business Administration  
Business Administration for Music Majors  
Entrepreneurship  
Finance  
Human Resources Management  
Management  
Management Information Systems  
Marketing  
Military Science  
Project Management

**Certificates Offered**  
Business (Entrepreneurship)  
Business (Finance and Banking)  
Business (Human Resources Management)  
Business (Management Information Systems)  
Business (Project Management/Management)

<b>Courses</b>	<b>Subject</b>
<b>Prefix</b>	
BSEC	Business-Economics
BUCOM	Business Communication
BUS	Business
BUSLW	Business Law
ECON	Economics
ENTR	Entrepreneurship
FIN	Finance
MGMT	Management
MIS	Management Information Systems
MKTG	Marketing
M S	Military Science
ORGL	Organizational Leadership



## DEPARTMENT OF ACCOUNTING

Interim Chair, Jones  
Instructors Dougherty, Elliott, Hightower, Stone

The primary purpose of accounting is to measure and communicate financial information about profit and non-profit organizations to interested persons. Accounting professionals operate within a broad socioeconomic environment. Therefore, emphasis within the accounting program is placed upon a combination of conceptual knowledge and practical applications of accounting theory and concepts as they relate to satisfying the information needs of a disparate group of users. The wide selection of courses in the accounting department enables the student to become familiar with such fields as taxation, financial accounting, managerial accounting, auditing, and governmental/not-for-profit accounting.

The Accounting Program is accredited by the Accreditation Council for Business Schools and Programs (ACBSP). It prepares the student for entry level professional positions and provides the prerequisite courses for admission to graduate study. Students majoring in accounting are required to take a combination of business and accounting related courses, which enhance their knowledge of the various business functions. Courses in computer technology and information systems, business communication, management, marketing, finance, business law, and economics are taken by all accounting majors.

### ACCOUNTING PROGRAM

Students graduating with an Accounting degree must complete 150 (of which 76 must be upper division) hours, including 36 hours in accounting, to comply with the educational requirements needed to sit in the State of Oklahoma for the CPA exam. The total number of hours required for a BS degree with a major in Accounting is 124; however, ECU offers a Master of Science in Accounting that allows graduates to meet the Oklahoma Accountancy Act 150-hour requirements.

## DEPARTMENT OF BUSINESS ADMINISTRATION

Professor and Chair, Business Administration and Frank Crabtree Sr.  
Family Endowed Professor of Business Policy Jones  
Professor and Boswell Professor of Business Fountain  
Professors Mixon, Zhang  
Associate Professors Lanis, Wang  
Assistant Professor and Vision Bank Endowed Professor in Banking and Finance Rauch  
Assistant Professors Scott, Zeni  
Instructor Bolin

The Department of Business Administration at East Central University brings together five business disciplines with programs leading to a Bachelor of Science degree with a major in Business Administration. The Degree offers concentrations in Entrepreneurship, Finance, General Business, Marketing, Management, and Management Information Systems, all accredited by the Accreditation Council for Business Schools and Programs (ACBSP). The Department also offers five certificate programs, Banking and Finance, Entrepreneurship, Human Resources Management, Management Information Systems, and Project Management/Management and ten minors, Business Administration, Business Administration for Music Majors, Entrepreneurship, Finance, Human Resources Management, Management, Management Information Systems, Marketing, Military Science, and Project Management.

The Department of Business Administration's mission is to facilitate an interactive, experiential, and dynamic learning environment where students are treated as co-learners who continuously acquire knowledge and skills to enable them to successfully contribute to a dynamic and culturally diverse society.

Our vision is to be recognized as an exemplary leader in undergraduate education, primarily preparing students for successful entrance in both the private and public sectors, to become successful entrepreneurs, and to pursue post-baccalaureate studies.

Small class sizes, quality professors, and real-world focus make for an excellent option for those looking to secure a strong foundation in Business Administration. Primary general education and major core courses are completed during the first two years, with concentration completed in the final two years. A mix of traditional and innovative approaches are designed to provide knowledge of the fundamental principles, generalizations, and theories of business, delivery of effective communications, effective use of computing software, and the skills to make sound business decisions in a socially responsible and global business environment.

The Harland C. Stonecipher School of Business is located in the Chickasaw Business and Conference Center. The School is also home to the Wilburn L. Smith Center for Entrepreneurship and the Kellogg & Sovereign Consulting; LLC Financial Lab. Students are encouraged to join the Business Club and/or Enactus. Students of high academic achievement will be invited to join the national honor society Delta Mu Delta.

### BUSINESS ADMINISTRATION PROGRAM

#### Entrepreneurship Concentration

The Entrepreneurship provides learning opportunities to assist students in developing their skills to create and run successful companies. Topics include opportunity recognition the entrepreneurial mindset, proof of concept, financial planning, building a brand, management and organization planning, and market planning using curriculum developed and supported by the Ewing Marion Kauffman Foundation. Students in the capstone class compete for cash prizes in the Oklahoma Governor's Cup Competition.

#### Finance Concentration

The Finance concentration provides students with knowledge and practice in the application of methods and techniques used in all areas of finance. Basic underlying financial theories and concepts are examined in the core courses and are reinforced and expanded in the concentration courses. Concentration course topics include corporate finance, investments, financial institutions, insurance, and real estate development.

#### Management Concentration

The Management concentration provides students with the knowledge and professional skills for effective performance in both public and private sector organizations. Managerial skills for large and small businesses are addressed from both a theory and applications approach. The concentration requirements include electives from upper-level business courses to provide the student with the broad-based knowledge necessary in the profession.

## Management Information Systems Concentration

The Management Information Systems concentration prepares students for careers that apply computer knowledge and information technology to the business environment. The curriculum integrates the knowledge of basic business courses in accounting, finance, marketing, and management with information technology. The MIS graduate will be able to function in the corporate environment or in the small business sector.

## Marketing Concentration

The Marketing concentration prepares students for careers in advertising and promotion, consumer and business-to-business marketing, sales, marketing research, or retailing. The courses required for marketing expose students to the major concepts, tools, and academics that are the foundation for the effective practice of modern marketing. In addition, the Marketing concentration provides a real-world focus and hands-on experience in the development and execution of marketing strategies and programs.

## General Business Concentration

The General Business concentration provides greater flexibility in developing a program tailored to the student's needs and objectives. Students take advanced courses from each of the other concentrations to gain a broad understanding of business.

## Certificate in Business - Banking and Finance

This certificate program will increase the banking and finance knowledge and skills of certificate seeking working adults, and offer specialized banking and finance knowledge and skills to current university students. The unique combination of general and special coursework in the certificate program will prepare students for work in the banking field using curriculum consistent with the American Institute of Banking's Bank Financial Management diploma.

## Certificate in Business - Entrepreneurship

This certificate program will increase the entrepreneurial knowledge and skills of certificate seeking working adults and offer specialized entrepreneurial knowledge and skills to current university students. The unique combination of general and special coursework in the certificate program will prepare students for work in the entrepreneurship field using curriculum developed and supported by the Ewing Marion Kauffman Foundation.

## Certificate in Business - Human Resources Management

This certificate program will increase the human resources management knowledge and skills of certificate seeking working adults, and offer specialized human resources management knowledge and skills to current university students. The unique combination of general and special coursework in the certificate program will prepare students for work in the human resources management field and prepare them for the Society for Human Resources Management's Assurance of Learning Assessment.

## Certificate in Business – Management Information Systems

This certificate program will increase the information system knowledge and skills of certificate seeking working adults and offer specialized management information systems knowledge and skills to current university students. The unique combination of general and special coursework in the certificate program will prepare students for work in the management information systems field. A blend of management information systems and computer science courses are offered in this certificate.

## Certificate in Business – Project Management/Management

This certificate program will increase the project management knowledge and skills of certificate seeking working adults and offer specialized project management knowledge and skills to current university students. The unique combination of general and special coursework in the certificate program will prepare students for work in the project management field using curriculum developed by the Project Management Institute, Inc. (PMI)©. Students completing this certificate program will be prepared to take PMI's Certified Associate in Project Management (CAPM)® certification exam.

# ORGANIZATIONAL LEADERSHIP PROGRAM

## Bachelor of Science in Organizational Leadership

Director and Professor Mixon

The Bachelor of Science in Organizational Leadership is a part of the Oklahoma Degree completion Program that seeks to make available a multidisciplinary undergraduate degree alternative that is flexible, individualized and relevant to the student's learning and career needs, while fulfilling traditional university requirements and meeting the student's specific goals for a college degree.

This degree allows working Oklahomans to advance their careers, increase their incomes and build Oklahoma's economy. The degree prepares students for success in government, nonprofit, corporate or industrial careers. The curriculum consists of skills and theory regarding organizational behavior, ethics, interpersonal skills, management, finance and communication skills.

The goals of this program include (1) providing an opportunity for adult learners to develop further knowledge in a specific area of specialization; (2) providing an avenue of higher education that meets the needs of learners for personal enrichment and/or professional advancement; and (3) providing learners with educational mobility options in a world where career changes are increasing.

## Admission Requirements

- Have a minimum of 72 credit hours.
- Must be 21 years of age.
- Have a minimum of 2.0 graduation/retention GPA in past college course work.
- Have completed general education requirements.
- Satisfy all institutional requirements for completion of remedial coursework.

## **MILITARY SCIENCE MINOR**

The East Central University Guard Officer Leadership Development Program is a one to three year program that prepares select Oklahoma Army National Guard Soldiers for service as commissioned officers in the Oklahoma Army National Guard.

The Military Science minor is open to any student, and focuses on the skills and knowledge required of a junior military officer. The program is designed to provide students with an understanding of military leadership, decision-making and planning processes as well as an introduction to tactics, administrative procedures and regulations.

**ACCOUNTING****Bachelor of Science****Major Code -- 0010**

<b>I. General Education (45 HOURS)</b>	
<i>12 hours (COMM 2253, ECON 2003, MATH 1513, and MIS 1903) counted in the Major</i>	
Other hours needed	<b>33</b>
<b>II. Major in Accounting</b>	<b>72</b>
(At least 18 hours must be 3000-4000 Level)	
<b>A. Required General Education</b>	<b>6</b>
ECON 2003 Principles of Macroeconomics	
MIS 1903 Computer Business Applications	
<b>B. Required Core Courses</b>	<b>36</b>
ACCT 2103 Financial Accounting	
ACCT 2203 Managerial Accounting	
BSEC 2603 Bus and Econ Statistics	
BUCOM 3133 Bus Comm & Report Writing	
BUS 4103 International Business	
BUS 4303 Business Strategy & Policy	
BUSLW 3213 The Legal Environment of Business	
ECON 2013 Principles of Microeconomics	
FIN 3113 Financial Management	
MGMT 3013 Principles of Management	
MIS 3433 Management Information Systems	
MKTG 3313 Principles of Marketing	
<b>C. Required in the Accounting Major</b>	<b>30</b>
ACCT 3203 Cost Accounting I	
ACCT 3303 Intermediate Accounting	
ACCT 3383 Federal Income Tax Accounting	
ACCT 3393 Advanced Fed Income Tax Acct	
ACCT 3403 Intermediate Accounting II	
ACCT 3413 Business Ethics for Accountants	
ACCT 4403 Intermediate Accounting III	
ACCT 4503 Auditing	
BUSLW 3253 Business Law	
Three (3) additional upper level accounting hours selected from the following courses:	
ACCT 3423 Community Tax Preparation	
ACCT 3713 Governmental & Non-Profit Accounting	
ACCT 4303 Advanced Accounting	
<b>III. Related Work</b>	<b>6</b>
<b>Required General Education</b>	<b>6</b>
COMM 2253 Comm in the Workplace	
MATH 1513 College Algebra	
<b>IV. Minor (Not Required)</b>	
<b>V. Electives</b>	<b>13</b>
<b>VI. Total Hours Required</b>	<b>124</b>

**VII. Special Requirements**

For graduation, a minimum grade point average of 2.25 is required in the 33 hours of courses with ACCT prefixes.

The OSRHE computer proficiency graduation requirement will be met through completion of MIS 1903 (including equated or substituted courses), OR successful completion of an associate of arts or associate of science degree at an Oklahoma two-year college in which the computer skills requirement was met. Satisfaction of this requirement may not reduce or remove any program requirements.

Students beginning at East Central University in the fall 2007 semester or later who have earned less than sixty-four semester hours are required to take two classes with a designated service-learning component. Students transferring to ECU for the first time in the fall 2007 semester or later with sixty-four or more semester hours will be required to take one class with a service-learning component.

**Minor in Accounting - 010A**

ACCT 2103	Financial Accounting
ACCT 2203	Managerial Accounting
ACCT 3203	Cost Accounting I
ACCT 3303	Intermediate Accounting I

Six hours other approved upper-division Accounting courses

**Minimum total hours 18**

\* Business Administration majors must substitute six hours of other approved Accounting/Business courses for ACCT 2103 and 2203. No course may count as credit toward both the major and minor.



**BUSINESS ADMINISTRATION**  
**Entrepreneurship Concentration**  
**Bachelor of Science**

Major Code -- 0077

**I. General Education (45 HOURS)**

12 hours (COMM 2253, ECON 2003, MATH 1513 and MIS 1903) counted in the Major

Other hours needed **33**

**II. Major in Business Administration 72****A. Required General Education 6**

ECON 2003 Principles of Macroeconomics  
 MIS 1903 Computer Business Applications

**B. Required in the Business Admin Core 33**

ACCT 2103 Financial Accounting  
 ACCT 2203 Managerial Accounting  
 BSEC 2603 Business and Econ Statistics  
 BUCOM 3133 Business Commun & Report Writing  
 BUS 4303 Business Strategy & Policy  
 BUSLW 3213 The Legal Environment of Business  
 ECON 2013 Principles of Microeconomics  
 FIN 3113 Financial Management  
 MGMT 3013 Principles of Management  
 MIS 3433 Management Information Systems  
 MKTG 3313 Principles of Marketing

**C. Required for Concentration in Entrepreneurship 27**

BUS 4103 International Business  
 BUS 4213 Business Ethics  
 ENTR 3103 Introduction to Entrepreneurship  
 ENTR 4413 Bus Planning & Strategy for Entrepren  
 ENTR 4503 Venture Creation  
 FIN 4623 Applied Finance  
 MGMT 3063 Production/Operations Management  
 MIS 3453 Adv Computer Bus Applications  
 MKTG 3813 Professional Selling

**D. Required Electives 6**

Six (6) hours Accounting or Business Administration Upper Level courses or COMM 3243 (ORGL courses do not count as Business Administration Electives)

**III. Related Work 6**

**Required General Education 6**  
 COMM 2253 Communication in the Workplace  
 MATH 1513 College Algebra

**IV. Minor (Not Required)****V. Electives 13****VI. Total Hours Required 124****VII. Special Requirements**

For graduation, a minimum grade point average of 2.25 is required in II. A. and II. B. Business Administration Core courses (excludes courses required for area of concentration).

Students majoring in Business Administration must take at least 40 percent (50 credit hours) of their course work in non-business courses. However, BUCOM 3133, ECON 2003, ECON 2013, MIS 1903 will be considered non-business courses for this requirement.

The OSRHE computer proficiency graduation requirements will be met through completion of MIS 1903 (including equated or substituted courses), OR successful completion of an associate of arts or associate of science degree at an Oklahoma two-year college in which the computer skills requirement was met. Satisfaction of this requirement may not reduce or remove any program requirements.

Students beginning at East Central University in the fall 2007 semester or later who have earned less than sixty-four semester hours are required to take two classes with a designated service-learning component. Students transferring to ECU for the first time in the fall 2007 semester or later with sixty-four or more semester hours will be required to take one class with a service-learning component.

**Minor in Entrepreneurship - 070F**

ENTR 3103 Intro to Entrepreneurship  
 ENTR 4413 Bus Planning & Strat for Entr  
 MGMT 3013 Principles of Management  
 MKTG 3313 Principles of Marketing  
 MKTG 3813 Professional Selling

Three (3) hours Accounting or Business Administration Upper Level courses or COMM 3243 (ORGL courses do not count as Electives)

**Minimum Total Hours 18**

**BUSINESS ADMINISTRATION****Finance Concentration  
Bachelor of Science****Major Code -- 0073**

<b>I. General Education (45 HOURS)</b>		<b>IV. Minor (Not Required)</b>	
<i>12 hours (COMM 2253, ECON 2003, MATH 1513 and MIS 1903) counted in the Major</i>		<b>V. Electives</b>	<b>13</b>
Other hours needed	<b>33</b>	<b>VI. Total Hours Required</b>	<b>124</b>
<b>II. Major in Business Administration</b>	<b>72</b>	<b>VII. Special Requirements</b>	
<b>A. Required General Education</b>	<b>6</b>	For graduation, a minimum grade point average of 2.25 is required in II. A. and II. B. Business Administration Core courses (excludes courses required for area of concentration).	
ECON 2003 Principles of Macroeconomics		Students majoring in Business Administration must take at least 40 percent (50 credit hours) of their course work in non-business courses. However, BUCOM 3133, ECON 2003, ECON 2013, and MIS 1903 will be considered non-business courses for this requirement.	
MIS 1903 Computer Business Applications		The OSRHE computer proficiency graduation requirement will be met through completion of MIS 1903 (including equated or substituted courses), <b>OR</b> successful completion of an associate of arts or associate of science degree at an Oklahoma two-year college in which the computer skills requirement was met. Satisfaction of this requirement may not reduce or remove any program requirements.	
<b>B. Required in the Business Admin Core</b>	<b>33</b>	Students beginning at East Central University in the fall 2007 semester or later who have earned less than sixty-four semester hours are required to take two classes with a designated service-learning component. Students transferring to ECU for the first time in the fall 2007 semester or later with sixty-four or more semester hours will be required to take one class with a service-learning component.	
ACCT 2103 Financial Accounting			
ACCT 2203 Managerial Accounting			
BSEC 2603 Bus and Econ Statistics			
BUCOM 3133 Bus Commun & Report Writing			
BUS 4303 Business Strategy and Policy			
BUSLW 3213 The Legal Environment of Business			
ECON 2013 Principles of Microeconomics			
FIN 3113 Financial Management			
MGMT 3013 Principles of Management			
MIS 3433 Management Information Systems			
MKTG 3313 Principles of Marketing			
<b>C. Required for Concentration in Finance</b>	<b>27</b>		
BUS 4103 International Business			
BUS 4213 Business Ethics			
FIN 3003 Money and Banking			
FIN 3223 Investment Analysis and Management			
FIN 3833 Commercial Bank Management			
FIN 3913 Principles of Insurance and Risk Mgmt			
FIN 4263 Real Estate Development and Investment			
FIN 4623 Applied Finance			
MGMT 3063 Production/Operations Management			
<b>D. Required Business Admin Electives</b>	<b>6</b>		
Six (6) hours Accounting or Business Administration Upper Level courses or COMM 3243 (ORGL courses do not count as Business Administration Electives)			
<b>III. Related Work</b>	<b>6</b>	<b>Minor in Finance - 070G</b>	
<b>Required General Education</b>	<b>6</b>	ACCT 2103 Financial Accounting	
COMM 2253 Communication in the Workplace		BSEC 2603 Business & Economic Statistics	
MATH 1513 College Algebra		ECON 2003 Principles of Macroeconomics	
		FIN 3113 Financial Management	
		Select 6 hours from the following:	
		BUS 4103 International Business	
		BUS 4213 Business Ethics	
		FIN 3003 Money and Banking	
		FIN 3223 Investment Analysis & Mgmt	
		FIN 3833 Commercial Bank Mgmt	
		FIN 3913 Principles of Insurance & Risk Mgmt	
		FIN 4263 Real Estate Development & Investment	
		FIN 4623 Applied Finance	
		MGMT 3063 Production/Operations Mgmt	
		<b>Minimum Total Hours</b>	<b>18</b>

**BUSINESS ADMINISTRATION**  
**General Business Concentration**  
**Bachelor of Science**

Major Code -- 0074

<b>I. General Education (45 HOURS)</b>	
<i>12 hours (COMM 2253, ECON 2003, MATH 1513 and MIS 1903) counted in the Major</i>	
Other hours needed	<b>33</b>
<b>II. Major in Business Administration</b>	<b>72</b>
<b>A. Required in General Education</b>	<b>6</b>
ECON 2003 Principles of Macroeconomics	
MIS 1903 Computer Business Applications	
<b>B. Required in the Business Admin Core</b>	<b>33</b>
ACCT 2103 Financial Accounting	
ACCT 2203 Managerial Accounting	
BSEC 2603 Bus and Econ Statistics	
BUCOM 3133 Bus Comm & Report Writing	
BUS 4303 Business Strategy and Policy	
BUSLW 3213 The Legal Environment of Business	
ECON 2013 Principles of Microeconomics	
FIN 3113 Financial Management	
MGMT 3013 Principles of Management	
MIS 3433 Management Information Systems	
MKTG 3313 Principles of Marketing	
<b>C. Required for Concentration in General Business</b>	<b>24</b>
BUS 4103 International Business	
BUS 4213 Business Ethics	
MGMT 3063 Production/Operations Management	
3 hours upper level entrepreneurship	
3 hours upper level finance	
3 hours upper level management	
3 hours upper level management info systems	
3 hours upper level marketing	
<b>D. Required Business Admin Electives</b>	<b>9</b>
Nine (9) hours Accounting or Business Administration Upper Level courses or COMM 3243 (ORGL courses do not count as Business Administration Electives)	
<b>III. Related Work</b>	<b>6</b>
<b>Required General Education</b>	<b>6</b>
COMM 2253 Communication in the Workplace	
MATH 1513 College Algebra	
<b>IV. Minor (Not Required)</b>	
<b>V. Electives</b>	<b>13</b>
<b>VI. Total Hours Required</b>	<b>124</b>
<b>VII. Special Requirements</b>	

For graduation, a minimum grade point average of 2.25 is required in II. A. and II. B. Business Administration Core courses (excludes courses required for area of concentration).

Students majoring in Business Administration must take at least 40 percent (50 credit hours) of their course work in non-business courses. However, BUCOM 3133, ECON 2003, ECON 2013, and MIS 1903 will be considered non-business courses for this requirement.

The OSRHE computer proficiency graduation requirement will be met through completion of MIS 1903 (including equated or substituted courses), OR successful completion of an associate of arts or associate of science degree at an Oklahoma two-year college in which the computer skills requirement was met. Satisfaction of this requirement may not reduce or remove any program requirements.

Students beginning at East Central University in the fall 2007 semester or later who have earned less than sixty-four semester hours are required to take two classes with a designated service-learning component. Students transferring to ECU for the first time in the fall 2007 semester or later with sixty-four or more semester hours will be required to take one class with a service-learning component.

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**Minor in Business Administration - 070A**

ACCT 2003	Fin & Mgrl Acct for Non-Bus Majors
BUS 1113	Intro to Business
ECON 2003	Principles of Macroeconomics
MGMT 3013	Principles of Management
MKTG 3313	Principles of Marketing

Three (3) hours Accounting or Business Administration Upper Level courses or COMM 3243 (ORGL courses do not count as Electives)

**Minimum Total Hours** **18**

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**Minor in Business Administration for Music Majors - 070D**

One of the following:

ACCT 2003	Fin & Mgrl Acct for Non-Bus Majors
BUS 1113	Intro to Business

Required Courses:

MGMT 3013	Principles of Management
MIS 1903	Computer Business Applications
MKTG 3313	Principles of Marketing
MKTG 3353	Retailing and eBusiness Management

Three (3) hours Accounting or Business Administration Upper Level courses or COMM 3243 (ORGL courses do not count as Electives)

**Minimum Total Hours** **18**

**BUSINESS ADMINISTRATION**  
**Management Concentration**  
**Bachelor of Science**

Major Code -- 0075

<b>I. General Education (45 HOURS)</b>	
<i>12 hours (COMM 2253, ECON 2003, MATH 1513 and MIS 1903) counted in the Major</i>	
Other hours needed	<b>33</b>
<b>II. Major in Business Administration</b>	<b>72</b>
<b>A. Required General Education</b>	<b>6</b>
ECON 2003 Principles of Macroeconomics	
MIS 1903 Computer Business Applications	
<b>B. Required in the Business Admin Core</b>	<b>33</b>
ACCT 2103 Financial Accounting	
ACCT 2203 Managerial Accounting	
BSEC 2603 Bus and Econ Statistics	
BUCOM 3133 Bus Comm & Report Writing	
BUS 4303 Business Strategy and Policy	
BUSLW 3213 The Legal Environment of Business	
ECON 2013 Principles of Microeconomics	
FIN 3113 Financial Management	
MGMT 3013 Principles of Management	
MIS 3433 Management Information Systems	
MKTG 3313 Principles of Marketing	
<b>C. Required for Concentration in Management</b>	<b>24</b>
BUS 4103 International Business	
BUS 4213 Business Ethics	
ENTR 3103 Intro to Entrepreneurship	
MGMT 3043 Human Resources Management	
MGMT 3063 Production/Operations Management	
MGMT 3103 Organizational Behavior	
MGMT 4623 Dynamic Leadership	
MIS 3453 Adv Computer Business Applic	
<b>D. Required Business Admin Electives</b>	<b>9</b>
Nine (9) hours Accounting or Business Administration Upper Level courses or COMM 3243 (ORGL courses do not count as Business Administration Electives)	
<b>III. Related Work</b>	<b>6</b>
<b>Required General Education</b>	<b>6</b>
COMM 2253 Communication in the Workplace	
MATH 1513 College Algebra	
<b>IV. Minor (Not Required)</b>	
<b>V. Electives</b>	<b>13</b>
<b>VI. Total Hours Required</b>	<b>124</b>

**VII. Special Requirements**

For graduation, a minimum grade point average of 2.25 is required in II. A. and II. B. Business Administration Core courses (excludes courses required for area of concentration).

Students majoring in Business Administration must take at least 40 percent (50 credit hours) of their course work in non-business courses. However, BUCOM 3133, ECON 2003, ECON 2013, and MIS 1903 will be considered non-business courses for this requirement.

The OSRHE computer proficiency graduation requirement will be met through completion of MIS 1903 (including equated or substituted courses), OR successful completion of an associate of arts or associate of science degree at an Oklahoma two-year college in which the computer skills requirement was met. Satisfaction of this requirement may not reduce or remove any program requirements.

Students beginning at East Central University in the fall 2007 semester or later who have earned less than sixty-four semester hours are required to take two classes with a designated service-learning component. Students transferring to ECU for the first time in the fall 2007 semester or later with sixty-four or more semester hours will be required to take one class with a service-learning component.



**Minor in Management - 070B**

MGMT 3013 Principles of Management

Nine hours from the following:

- ENTR 3103 Intro to Entrepreneurship
- MGMT 3043 Human Resources Management
- MGMT 3063 Production/Operations Mgmt
- MGMT 3103 Organizational Behavior
- MGMT 4623 Dynamic Management

Six (6) hours Accounting or Business Administration  
Upper Level courses or COMM 3243 (ORGL courses do  
not count as Electives)

**Minimum Total Hours 18**

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**Minor in Human Resources Management - 070H**

- BUSLW 4253 Employment and Labor Law
- MGMT 3013 Principles of Management
- MGMT 3043 Human Resources Management
- MGMT 3103 Organizational Behavior
- MGMT 4313 Compensation and Benefits
- MGMT 4323 Human Resources Development

**Minimum Total Hours 18**

**Minor in Project Management - 070I**

- ACCT 2003 Fin & Mgrl Acct for Non-Bus Majors
- MGMT 3103 Principles of Management

Required Courses: (must be taken in order listed)

- MGMT 3111 PM-Intro to Project Mgmt
- MGMT 3121 PM-Project Planning
- MGMT 3131 PM-Project Mgmt Systems
- MGMT 4111 PM-Project Controls
- MGMT 4121 PM-Project Resource Mgmt
- MGMT 4131 PM-Project Budgeting
- MGMT 4511 PM-Capstone-Adv Project Mgmt Sys
- MGMT 4522 PM-Capstone-Leading Project Mgmt-  
Case Study

Three (3) hours Business Administration or Computer  
Science Upper Level course or COMM 3243 (ORGL  
courses do not count as Electives)

**Minimum Total Hours 18**

**BUSINESS ADMINISTRATION**  
**Management Information Systems Concentration**  
**Bachelor of Science**

**Major Code -- 0072**

<b>I. General Education (45 HOURS)</b>	
<i>12 hours (COMM 2253, ECON 2003, MATH 1513 and MIS 1903) counted in the Major</i>	
Other hours needed	<b>33</b>
<b>II. Major in Business Administration</b>	<b>72</b>
<b>A. Required in General Education</b>	<b>6</b>
ECON 2003 Principles of Macroeconomics	
MIS 1903 Computer Business Applications	
<b>B. Required in the Business Admin Core</b>	<b>33</b>
ACCT 2103 Financial Accounting	
ACCT 2203 Managerial Accounting	
BSEC 2603 Bus and Econ Statistics	
BUCOM 3133 Bus Commun & Report Writing	
BUS 4303 Business Strategy & Policy	
BUSLW 3213 Legal Environment of Business	
ECON 2013 Principles of Microeconomics	
FIN 3113 Financial Management	
MGMT 3013 Principles of Management	
MIS 3433 Management Information Systems	
MKTG 3313 Principles of Marketing	
<b>C. Required for Concentration in MIS</b>	<b>33</b>
BUS 4103 International Business	
BUS 4213 Business Ethics	
CMPSC 1113 Computer Programming I	
MGMT 3063 Production/Operations Management	
MIS 3423 .Net Web Development	
MIS 3453 Adv Computer Bus Applications	
MIS 3613 Data Commun & Computer Networks	
MIS 3823 Information Management and Policy	
MIS 4513 Structured Systems Analysis & Design	
MIS 4653 Database Theory & Applications	
MIS 4753 MIS Development Project	
<b>III. Related Work</b>	<b>6</b>
<b>Required General Education</b>	<b>6</b>
COMM 2253 Communication in the Workplace	
MATH 1513 College Algebra	

<b>IV. Minor (Not Required)</b>	
<b>V. Electives</b>	<b>13</b>
<b>VI. Total Hours Required</b>	<b>124</b>

**VII. Special Requirements**

For graduation, a minimum grade point average of 2.25 is required in II. A. and II. B. Business Administration Core courses (excludes courses required for area of concentration).

Students majoring in Business Administration must take at least 40 percent (50 credit hours) of their course work in non-business courses. However, MIS 1903, ECON 2003, ECON 2013, BUCOM 3133 will be considered non-business courses for this requirement.

The OSRHE computer proficiency graduation requirement will be met through completion of MIS 1903 (including equated or substituted courses), OR successful completion of an associate of arts or associate of science degree at an Oklahoma two-year college in which the computer skills requirement was met. Satisfaction of this requirement may not reduce or remove any program requirements.

Students beginning at East Central University in the fall 2007 semester or later who have earned less than sixty-four semester hours are required to take two classes with a designated service-learning component. Students transferring to ECU for the first time in the fall 2007 semester or later with sixty-four or more semester hours will be required to take one class with a service-learning component.

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**Minor in Management Information Systems - 070E**

MIS	1903 Computer Business Applications
MIS	3433 Management Information Systems

Twelve 12 hours from the following:

ACCT	2003 Fin & Mgrl Acct for Non-Bus Majors
ENTR	3103 Intro to Entrepreneurship
MGMT	3103 Principles of Management
MIS	3453 Adv Comp Business Applications
MIS	3613 Data Commctn & Computer Networks
MIS	3823 Information Management and Policy
MIS	4513 Structured Systems Analysis and Design
MIS	4653 Data Base Theory and Applications <b>OR</b>
CMPSC	4213 Data Base Design
MIS	4753 MIS Development Project <b>OR</b>
CMPSC	3943 Software Design & Development
MKTG	3313 Principles of Marketing

**Minimum Total Hours 18**

**BUSINESS ADMINISTRATION**  
**Marketing Concentration**  
**Bachelor of Science**

Major Code -- 0076

<b>I. General Education (45 HOURS)</b>		<b>IV. Minor (Not Required)</b>	
<i>12 hours (COMM 2253, ECON 2003, MATH 1513 and MIS 1903) counted in the Major</i>		<b>V. Electives</b>	<b>13</b>
Other hours needed	<b>33</b>	<b>VI. Total Hours Required</b>	<b>124</b>
<b>II. Major in Business Administration</b>	<b>72</b>	<b>VII. Special Requirements</b>	
<b>A. Required General Education</b>	<b>6</b>	For graduation, a minimum grade point average of 2.25 is required in II. A. and II. B. Business Administration Core courses (excludes courses required for area of concentration).	
ECON 2003 Principles of Macroeconomics		Students majoring in Business Administration must take at least 40 percent (50 credit hours) of their course work in non-business courses. However, BUCOM 3133, ECON 2003, ECON 2013, and MIS 1903 will be considered non-business courses for this requirement.	
MIS 1903 Computer Business Applications		The OSRHE computer proficiency graduation requirement will be met through completion of MIS 1903 (including equated or substituted courses), <u>OR</u> successful completion of an associate of arts or associate of science degree at an Oklahoma two-year college in which the computer skills requirement was met. Satisfaction of this requirement may not reduce or remove any program requirements.	
<b>B. Required in the Business Admin Core</b>	<b>33</b>	Students beginning at East Central University in the fall 2007 semester or later who have earned less than sixty-four semester hours are required to take two classes with a designated service-learning component. Students transferring to ECU for the first time in the fall 2007 semester or later with sixty-four or more semester hours will be required to take one class with a service-learning component.	
ACCT 2103 Financial Accounting			
ACCT 2203 Managerial Accounting			
BSEC 2603 Bus and Econ Statistics			
BUCOM 3133 Bus Comm & Report Writing			
BUS 4303 Business Strategy and Policy			
BUSLW 3213 The Legal Environment of Business			
ECON 2013 Principles of Microeconomics			
FIN 3113 Financial Management			
MGMT 3013 Principles of Management			
MIS 3433 Management Information Systems			
MKTG 3313 Principles of Marketing			
<b>C. Required for Concentration in Marketing</b>	<b>24</b>		
BUS 4103 International Business			
BUS 4213 Business Ethics			
MGMT 3063 Production/Operations Management			
MKTG 3353 Retailing and eBusiness Management			
MKTG 3423 Integrated Marketing Communications			
MKTG 3813 Professional Selling			
MKTG 4413 Marketing Research			
MKTG 4623 Marketing Analytics and Strategy			
<b>D. Required Business Admin Electives</b>	<b>9</b>		
Nine (9) hours Accounting or Business Administration Upper Level courses or COMM 3243 (ORGL courses do not count as Business Administration Electives)			
<b>III. Related Work</b>	<b>6</b>		
<b>Required General Education</b>	<b>6</b>		
COMM 2253 Communication in the Workplace			
MATH 1513 College Algebra			
		<b>Minor in Marketing - 070C</b>	
		MKTG 3313 Principles of Marketing	
		Nine hours from the following:	
		MKTG 3353 Retailing and eBusiness Management	
		MKTG 3423 Integrated Marketing Communications	
		MKTG 3813 Professional Selling	
		MKTG 4413 Marketing Research	
		MKTG 4623 Marketing Analytics and Strategy	
		Six (6) hours Accounting or Business Administration Upper Level courses or COMM 3243 (ORGL courses do not count as Electives)	
		<b>Minimum Total Hours</b>	<b>18</b>

**ORGANIZATIONAL LEADERSHIP**

Bachelor of Science

Major Code -- 7750

**I. General Education** 45**II. Major in Organizational Leadership** 39

There is no minor in Organizational Leadership.

**A. Required in Org. Leadership Major** 27

ORGL 3113 Found of Org Leadership & Personal Dev  
 ORGL 3223 Professional Communication  
 ORGL 3333 Data Analysis and Interpretation  
 ORGL 3443 Survey of Fiscal Management  
 ORGL 4113 Ethics and Organizations  
 ORGL 4223 The Individual, Organization & Society  
 ORGL 4333 Leading and Managing  
 ORGL 4443 Markets and Stakeholders  
 ORGL 4553 Capstone

**Minor in Military Science - 690A**

MS 1000 Military Science Lab  
 (must be taken each semester)  
 MS 1313 Intro to Military Leadership and  
 Personal Development  
 MS 2122 Foundations of Leadership  
 MS 3422 Foundations of Tactical Leadership  
 MS 3315 Military Leadership and Dynamics  
 MS 3325 Military Tactics and Operations

**B. Focus: Interdisciplinary Study** 12

UNIV 3113 Interdisciplinary Studies  
 UNIV 3123 Professional Field Experience I  
 UNIV 4123 Professional Field Experience II  
 UNIV 4723 General Studies Senior Project

Three hours from the following:

HIST 3133 American Military History  
 HIST 4713 Civil War and Reconstruction in the  
 United States  
 PS 4353 Study of War

**III. Minor (Not Required)****Minimum Total Hours****20****IV. Electives** 40**V. Total Hours Required** 124**VI. Special Requirements**

The OSRHE computer proficiency graduation requirement will be met through completion of one of the courses in the institution's general education computer literacy option (including equated or substituted courses) or testing out of the challenge exam for one of these courses (all courses may not have challenge exams) OR successful completion of an associate of arts or associate of science degree at an Oklahoma two-year college in which the computer skills requirement was met. Satisfaction of this requirement may not reduce or remove any program requirements.

The Service Learning requirement is waived for students in the Organizational Leadership major.



**Certificate in Business  
(Banking and Finance) - 5000**

<b>Required Core Courses:</b>	<b>9</b>
ACCT 2103 Financial Accounting	
BUS 2883 Special Studies in Bus Math and Stats <b>OR</b> BSEC 2603 Bus and Econ Statistics	
FIN 4103 Essentials of Banking and Finance	
<b>Elective Courses:</b>	<b>21</b>
Select 21 hours from the following:	
BUCOM 3133 Business Comm and Report Writing	
COMM 2253 Communication in the Workplace	
ECON 2003 Principles of Macroeconomics	
FIN 3113 Financial Management	
FIN 3833 Commercial Bank Management	
FIN 3913 Principles of Insurance and Risk Mgmt	
FIN 4263 Real Estate Development and Investment	
MGMT 3043 Human Resources Management	
MIS 1903 Computer Business Applications	
MIS 3613 Data Commun & Computer Networks	
MKTG 3813 Professional Selling	
<b>Total Hours Required</b>	<b>30</b>

**Certificate in Business  
(Human Resources Management) - 5020**

<b>Required Core Courses:</b>	<b>24</b>
BUCOM 3133 Business Comm and Report Writing	
BUSLW 4253 Employment and Labor Law	
COMM 1113 Fundamentals of Hum Comm <b>OR</b> COMM 2253 Communication in the Workplace	
MGMT 3013 Principles of Management	
MGMT 3043 Human Resources Management	
MGMT 3103 Organizational Behavior	
MGMT 4313 Compensation and Benefits	
MGMT 4323 Human Resources Development	
<b>Elective Courses:</b>	<b>6</b>
Select 6 hours from the following:	
BUS 4213 Business Ethics	
COMM 3243 Presentational Communication	
ENTR 3103 Introduction to Entrepreneurship	
ENTR 4413 Bus Planning & Strategy for Entrepren	
MGMT 4623 Leadership	
MIS 3453 Adv Computer Bus Applications	
MKTG 3313 Principles of Marketing	
<b>Total Hours Required</b>	<b>30</b>

**Certificate in Business  
(Entrepreneurship) - 5010**

<b>Required Core Courses:</b>	<b>24</b>
ACCT 2103 Financial Accounting	
BUCOM 3133 Business Comm and Report Writing	
BUS 2883 Special Studies in Bus Math and Stats <b>OR</b> BSEC 2603 Bus and Econ Statistics	
ENTR 3103 Intro to Entrepreneurship	
ENTR 4413 Bus Planning & Strategy for Entrepren	
MGMT 3013 Principles of Management	
MKTG 3313 Principles of Marketing	
MKTG 3813 Professional Selling	
<b>Elective Courses:</b>	<b>6</b>
Select 6 hours from the following:	
ACCT 2203 Managerial Accounting	
COMM 2253 Communication in the Workplace	
COMM 3243 Presentational Communication	
MKTG 3353 Retailing and eBusiness Management	
MKTG 4413 Marketing Research	
<b>Total Hours Required</b>	<b>30</b>

**Certificate in Business  
(Management Information Systems) - 5030**

<b>Required Core Courses:</b>	<b>15</b>
CMPS 1113 Computer Programming I	
MGMT 3111 PM-Intro to Project Management	
MGMT 3121 PM-Project Planning	
MGMT 3131 PM-Project Management Systems	
MIS 4653 Data Base Theory and Applications <b>OR</b> CMPS 4213 Data Base Design	
MIS 4753 MIS Development Project <b>OR</b> CMPS 3943 Software Design and Development	
MIS 3453 Advanced Computer Business Applications	
<b>Elective Courses:</b>	<b>15</b>
Select 15 hours from the following:	
ACCT 2003 Fin & Mgrl Acct for Non-Bus Majors	
ENTR 3103 Intro to Entrepreneurship	
MGMT 3013 Principles of Management	
MIS 1903 Computer Business Applications	
MIS 3613 Data Communication & Computer Networks	
MIS 3823 Information Management & Policy	
MIS 4513 Structured System Analysis & Design	
MKTG 3313 Principles of Marketing	
<b>Total Hours Required</b>	<b>30</b>

\*\*Pending State Regents Approval

**Certificate in Business  
(Project Management/Management) - 5040**

**Required Core Courses:** **6-9**

Business Majors:

ACCT 2103 Financial Accounting  
ACCT 2203 Managerial Accounting  
MGMT 3013 Principles of Management

Non-Business Majors:

ACCT 2003 Fin & Mgrl Acct for Non-Bus Majors  
MGMT 3013 Principles of Management

Required Specialized Courses:

MGMT 3111 PM-Intro to Project Mgmt  
MGMT 3121 PM-Project Planning  
MGMT 3131 PM-Project Mgmt Systems  
MGMT 4111 PM-Project Controls  
MGMT 4121 PM-Project Resource Mgmt  
MGMT 4131 PM-Project Budgeting  
MGMT 4511 PM-Capstone-Adv Project Mgmt Sys  
MGMT 4522 PM-Capstone-Leading Project Mgmt-  
Case Study

**Elective Courses:** **12-15**

Select 12-15 hours from the following:

ACCT 3203 Cost Accounting I  
CMPSC 3223 Unix and C Programming  
CMPSC 3233 Linux Tools  
CMPSC 3943 Software Design and Development  
CMPSC 4223 Unix System Administration  
COMM 1113 Fundamentals of Hum Comm **OR**  
COMM 2253 Communication in the Workplace  
ENTR 4413 Bus Planning & Strategy for Entrepren  
ENTR 4503 Venture Creation  
FIN 3113 Financial Management  
FIN 4623 Applied Finance  
MGMT 3063 Production/Operations Management  
MGMT 3103 Organizational Behavior  
MGMT 4623 Leadership  
MGMT 4813 PM-Project Mgmt Professional (PMP)  
Certification Prep Course  
MIS 3433 Management Information Systems  
MIS 4513 Structured Systems Analysis and Design  
MIS 4753 Development Project  
MKTG 3313 Principles of Marketing  
MKTG 3353 Retailing and eBusiness Management  
MKTG 3813 Professional Selling

**Total Hours Required** **30**

\*\*Pending State Regents Approval





Section VI  
**COLLEGE OF EDUCATION AND  
 PSYCHOLOGY**  
 Brenda Walling, Dean

**DEPARTMENT OF EDUCATION**

**Majors Offered**

Early Childhood Education (Teacher Certification) - BS  
 Elementary Education (Teacher Certification) - BSEd  
 Special Educ Excep Chld (Teacher Certification) - BSEd

**Minor Offered**  
 Education

**Courses**

<b>Prefix</b>	<b>Subject</b>
EDUC	Education
EDLBS	Education-Library Science
EDMA	Education-Mathematics
EDPSY	Education-Psychology
H/P/E	Human Resources-Psychology-Education
LIBSC	Library Science

Education  
and  
Psychology

**DEPARTMENT OF KINESIOLOGY**

**Majors Offered**

Athletic Training - BS  
 KIN (Recreation) - BS  
 KIN (Exercise Science) - BS  
 Physical Education (Teacher Certification) - BSEd

**Minor Offered**  
 Kinesiology

**Courses**

<b>Prefix</b>	<b>Subject</b>
ATEP	Athletic Training Education Program
KIN	Kinesiology-Exercise Science
KIN	Kinesiology-Recreation

**DEPARTMENT OF PSYCHOLOGY**

**Major Offered**

Psychology - BS

**Minor Offered**  
 Psychology

**Courses**

<b>Prefix</b>	<b>Subject</b>
EDPSY	Education-Psychology
H/P/E	Human Resources-Psychology-Education
HRPSY	Human Resources - Psychology
PSYCH	Psychology
PYSOC	Psychology-Sociology

## DEPARTMENT OF EDUCATION

Chair and Assistant Professor Green

Professors Bixler, Walling

Associate Professors Lancaster, Pennington

Assistant Professors Claxton, Isaacs, Jones, Schmitt, Sharber, R-Smith

Instructors Cunningham, D-Smith, Snell

The Department of Education serves the University in three essential functions. The first function is to prepare students in the three areas of specialization the department offers at the undergraduate level: Elementary Education, Early Childhood Education, and Special Education. The areas of specialization lead to teacher licensure and certification in Oklahoma. The second function is to provide professional education courses which enable competent educators in all of the teacher education programs at the University. The third and final function is the offering of eight options at the master's level (see Section on School of Graduate Studies). The graduate program prepares individuals for a variety of occupations in public schools, related positions in institutions, business, industry, or hospitals.

Each teacher certification program offered at East Central University is nationally accredited by The National Council for the Accreditation of Teacher Educators. The teacher preparation program addresses both national standards and Oklahoma's required 15 competencies. All standards are delivered within ECU's Prime Model conceptual framework where faculty are committed to preparing Prescriptive, Reflective, and Integrative Educators. Students preparing to teach in secondary schools acquire a content knowledge base and competency in their respective specialty fields to teach at the middle school, junior high, or high school level. Special Education majors are prepared to appropriately educate children with disabilities at any grade level and in a variety of settings. Elementary Education majors are prepared to teach in elementary, middle school, or junior high through eighth grade. Early Childhood Education majors prepare to teach in nursery schools, kindergartens, and grades one through three. Field experiences provide supervised interactions with public school children before and during student teaching.

All teacher certification programs provide academic backgrounds for students wishing to pursue graduate level education. These advanced studies lead to an expanded professional knowledge base and set of skills which may provide access and entry into professional careers in education. The professional careers include school administration, supervision, educational technology, library media, guidance and counseling, reading specialist, special education, school psychology and psychometry, and research.

### Elementary Education Program

Elementary Education majors develop skill and competency in educating children in grades one through eight. The student acquires an academic foundation in language arts, mathematics, science, and social studies by completing at least twelve semester hours in each of these content areas. Elementary Education majors expand their teaching knowledge and skills in the use of teaching methods, materials, various assessment instruments, and appropriate technologies toward meeting the educational needs of elementary students. They develop perspective and skills in planning, organizing, implementing, and evaluating learning activities and lessons. Students also learn appropriate classroom management skills that provide a setting and climate conducive to learning and growth.

### Early Childhood Education Program

Students who major in Early Childhood Education complete courses concentrating on the development and education of young children. This program leads to state certification for teaching children in nursery school, kindergarten, and grades one, two, and three. The

study focuses students on (a) developing an understanding of the unique characteristics and needs of pre-primary and primary level children, (b) learning to assess emerging skills, and (c) planning and executing learning activities appropriate for young learners at various stages of development. Early Childhood majors complete twelve semester hours in each of these areas: science, mathematics, social studies, and language arts. The student who majors in Early Childhood Education will gain practical experiences with prekindergarten through third grade children before and during the student teaching experience.

### Special Education Program

Special Education majors prepare to understand the unique learning, psychological, and when appropriate, physical characteristics of children with disabilities. They study teaching methods and materials and explore various technologies to meet the educational needs of these students. Legal requirements and ethical considerations are explored regarding the student with disabilities. Practicum experiences with children who are at various levels of academic functioning are completed before student teaching. Special Education majors complete twelve semester hours in each of these areas: science, mathematics, social studies, and language arts. This program leads to state certification for teaching children with mild/moderate disabilities from preschool through high school.

Teacher candidates who wish to certify in two of the following programs: Early Childhood, Elementary, and Special Education, must complete an application, meet with the program coordinator of the additional certification area, complete identified requirements and pass the appropriate Oklahoma State Subject Area Test.

### Criteria for Admission to Teacher Education

Students who are considering teacher education as a career must make application into the Teacher Education Program. Applications for admission will be completed while enrolled in EDUC 2012.

A student must meet the following criteria to be admitted to the Teacher Education Program:

1. Submit a completed "Admission for Teacher Education Application" form.
2. Have completed at least 36 hours of college work with a minimum of 20 hours in general education; by the end of the semester must have completed at least 45 credit hours.
3. Attain a grade point average of 2.50 or better in all college course work attempted. (Must have a grade point average of at least 2.5 to enroll in EDUC 2012)
4. Achieve a grade of "C" or above in ENG 1113 Freshman Composition I, ENG 1213 Freshman Composition II, and COMM 1113 Fundamentals of Human Communication.
5. Receive a favorable recommendation from an education faculty interview committee.
6. For **Conditional Admission**, achieve a liberal arts and sciences college grade point average of 3.00 or higher in all liberal arts and sciences courses **OR** score at or above the level designated for math, reading, and writing on the Pre-Professional Skills Test (PPST). An applicant may also qualify for conditional admission by possessing a baccalaureate degree from an accredited institution in the United States. **Conditional Admission** is valid for one semester, after which the applicant must meet **Unconditional Admission** requirements. **NOTE:** While a student is conditionally admitted, he or she may enroll for the following semester with the understanding that enrollment may be cancelled if unconditional admission requirements are not met by the beginning of the following semester.
7. For **Unconditional Admission**, in addition to conditional admission requirements, achieve a passing score at the



level required by the Oklahoma Commission for Teacher Preparation for state certification on the Oklahoma General Education Test (OGET).

After full consideration, the applicant is (a) admitted to teacher education; (b) admitted on condition; or (c) not admitted.

Applicants who are not admitted may submit written appeal to the Teacher Education Committee for a hearing and reconsideration. Appeal procedures are available in the office of the Dean of the College of Education and Psychology.

Note: Under current Oklahoma State Department of Education regulations, candidates holding a Bachelor of General Studies degree do not qualify to receive a teaching license under the Alternative Teacher Certification Program. Students should contact the Oklahoma State Department of Education for more information.

### Requirements for Retention and Graduation in Teacher Education

Students who are admitted to teacher education and intend to graduate from the program must maintain their eligibility while enrolled. The Teacher Education Program has an ongoing informal evaluation, and specified reviews of teacher education majors regarding continued eligibility for retention, certification, and graduation in teacher education. The following is the review procedure for retention:

1. A continuous informal evaluation is in progress for each candidate enrolled in professional education classes. This evaluation is accomplished by each professor being sensitive to special problems or concerns that may be noted. If a problem or concern is observed and is considered serious enough to be a part of the student's record, the professor will file a formal report with the Director of Teacher Education. This report will be the basis for a formal reevaluation of the student by an appropriate committee to determine the eligibility and suitability of the student to remain in teacher education.
2. The second review in the retention program takes place as needed at the request of the Dean of the College of Education and Psychology and consists of the following three parts: (a) the student's grade point average will be examined, (b) the student will be formally evaluated by the professor, and (c) the student's portfolio will be evaluated. A student who has not maintained an overall grade point average of 2.50 or better in all college work attempted may not enroll in additional professional education courses until the grade point average is 2.50 or better. An unfavorable evaluation by the professor will lead to a formal reevaluation of the student by an appropriate committee to determine the eligibility and suitability of the student to remain in teacher education. A student with an unsatisfactory portfolio will not be allowed to continue in the program until a satisfactory portfolio is presented.
3. The third review in the retention process occurs at the time the student applies for student teaching when eligibility for student teaching will be examined.
4. The evaluation process continues through EDUC 4262 Student Teaching Seminar and Supervised Student Teaching [EDUC 4955\*, EDUC 4965\*, or EDUC 4975\*]. \*Enrolled in twice for ten (10) hours credit.

A student who is removed from the Teacher Education Program may appeal to the Teacher Education Committee for a hearing and submit evidence of cause for reconsideration. Appeal procedures are available in the office of the Dean of the College of Education and Psychology.

## Appeal, Dismissal, and Suspension

### Admission Process—Appeal

The Teacher Education Committee has the responsibility for conducting due process hearings for students who wish to appeal a decision or policy regarding teacher education admission. If an appeal is wanted, the student must write a letter to the chair of the Teacher Education Committee requesting a hearing. Additional information concerning the process for appealing may be obtained from the office of the Dean of the College of Education and Psychology. A student may appear before the Teacher Education Committee to have the application considered.

### Denial of Admission or Dismissal From the Teacher Education Program

The obligation for maintaining academic integrity, professional standards and ethics, and legal responsibilities should be considered fundamental in the preparation of future educators. East Central University's Teacher Education Program assumes this obligation to parents, public schools, and the State of Oklahoma. In this respect, the Teacher Education Program will attempt to screen and deny admission or dismiss from the program those students deemed unsuitable teacher education candidates. This is an attempt to protect public school students from unacceptable teacher education candidates. In addition, this good faith effort will preserve the credibility and effectiveness of the Teacher Education Program in maintaining its relationship with public schools and demonstrate the program's efforts to provide teacher candidates who are suited to teach public school students.

East Central University maintains the obligation to deny admission to or dismiss from the Teacher Education Program at any time, any student whose personal conduct is deemed detrimental to:

1. the welfare of students in the public schools;
2. the Teacher Education Program's effective working relationship with the public schools;
3. the student's future success in the program;
4. the student's fitness to teach;
5. the Teacher Education Program's role in training future educators; or
6. the profession of teaching.

Behavior that may constitute grounds for denial to or dismissal from the Teacher Education Program includes, but is not limited to, conduct that may result in felony conviction.

A student who is denied admission or who is being considered for dismissal from the Teacher Education Program for personal conduct shall be so notified in writing by the Dean of the College of Education and Psychology. Such notice shall include a statement of:

1. the proposed action;
2. the reason(s) for the proposed action;
3. the evidence supporting the alleged personal conduct in question; and
4. the opportunity to appeal the proposed action to the Teacher Education Committee.

The student who is denied admission to or dismissed from the Teacher Education Program who wishes to appeal this decision must request, in writing, a hearing within ten (10) calendar days of receipt of written notice of the proposed action. A hearing date will be set and the student will be notified of the day, date, time, and location of the hearing by the chair of the Teacher Education Committee. The hearing will be conducted by the Teacher Education Committee with the chair of the Committee presiding. The student will be afforded those rights

available under an administrative hearing. The chair of the Teacher Education Committee shall render in writing, the findings of fact and the decision of the Teacher Education Committee. This written decision will be completed within a reasonable period of time. The Dean of the College of Education and Psychology will decide if the student will be allowed to attend classes, including field experiences and student teaching, during the pendency of the hearing.

### **Suspension From the Teacher Education Program**

A student shall be suspended immediately when there is reasonable belief that grounds exist for such suspension from the Teacher Education Program. In addition, if there is a reasonable belief, the immediate suspension of a student is necessary because it is to be considered in the best interests of the Teacher Education Program, the public schools, or public school students; then the Dean of the College of Education and Psychology (or in the absence of the Dean, the Chair of the Education Department or designee) may suspend the student immediately from the Teacher Education Program, including field experiences or student teaching. When circumstances arise indicating there is an immediate need to suspend, the student will be notified verbally or in a delivered message from the Dean. The process for dismissal of a student from the Teacher Education Program will be initiated, if necessary within five calendar days following suspension of the student. To the extent possible, students reinstated after the initiation of the suspension from the Teacher Education Program policy, will be restored to their previous position and status without action detrimental to their studies, progress and evaluation of their work.

### **Requirements for Admission to the Student Teaching Semester**

A teacher education candidate is required to file an "Application for Admission to Student Teaching" during the semester preceding the one in which he or she expects to do student teaching. The application is filed during the senior year and preceding enrollment in student teaching courses. To be admitted to the student teaching semester, the applicant must:

1. have completed at least 90 college hours;
2. be fully admitted to Teacher Education Program;
3. have completed in the junior and senior years sufficient work at East Central University in the teaching field to provide an adequate basis for evaluation of readiness for student teaching;
4. have the department chair of the student's major, certify the academic preparation of the student to do student teaching;
5. have completed (or the equivalent of) EDUC 2012, 2211, 2402, 3001, 4043, 4611, 4632, EDPSY 3513, and PSYCH 3463;
6. attain an overall grade point average of 2.50 or better in the major and minor teaching fields;
7. verify second language competency at the novice-high level;
8. earn an overall grade point average of 2.50 or better in all college work attempted; and
9. earn a "C" or better in all professional education course work.

Applicants who are not admitted to the student teaching semester may appeal in writing to the Teacher Education Committee for a hearing and submit evidence of cause for consideration. Appeal procedures are available in the office of the Dean of the College of Education and Psychology.

### **General Education Requirements for Elementary, Early Childhood and Special Education Majors**

Forty-five hours of general education are required for teacher certification.

### **Correspondence Classes/Methods of Teaching**

Beginning Fall 1990, no courses in Methods of Teaching may be taken by correspondence in the degree or certificate programs of Early Childhood Education, Elementary Education, or Special Education. See the Dean of the College of Education and Psychology for specific information.

## **DEPARTMENT OF KINESIOLOGY**

Assistant Professor and Chair Prather  
Associate Professor Williams

Instructors Anderson, Bailey, Brock, Cole, Havens, Jackson, Klaus, Lorance, McCarty-J., McCarty-T., McGaha-J., McGaha-M., Pippin, Roark, Robben, Rosato, Sawyer, Thorn

Physical Activity—an integral part of the educational experience—contributes effectively to a student's general development. The Department of Kinesiology gives students the means to educate the total person for living in an enlightened society. The study of human movement is the unique content of the Kinesiology program. Choices in Wellness is the course that is offered for the general education requirement and provides students with the knowledge and skills necessary to make lifestyle choices which positively affect one's health and well-being. The Kinesiology Department also provides support courses for other majors or teaching concentrations.

Intramural sports, a vital part of the University, are available for both men and women in flag football, soccer, basketball, volleyball, softball, and other varied activities such as table tennis and badminton. Intramural and recreational facilities available on campus include gymnasiums, a swimming pool, tennis courts and numerous outdoor fields.

Intercollegiate sports play an important part in East Central University campus life. University men participate in football, baseball, basketball, tennis, golf, and cross country. University women participate in soccer, basketball, cross country, softball, golf, volleyball and tennis. Athletic scholarships are available in certain sports for both men and women. The University belongs to the Great American Conference and is a member of the NCAA Division II.

### **Kinesiology Program**

Students majoring in Kinesiology may pursue a Bachelor of Science degree with a major in Athletic Training, a Bachelor of Science in Education, or a Bachelor of Science degree with a major in Kinesiology through the major program they select. The coursework for all programs includes common courses in the broad field of Kinesiology and additional courses in the specialty area of each program.

### **Physical Education Program**

The teaching degree in Kinesiology will prepare the graduate to teach pre Kindergarten through 12th grade physical education. In addition to general health and physical education training, students who major in physical education will complete methods courses concentrating on developmentally-appropriate movement skills and classroom management. In addition to Kinesiology coursework, this major includes the professional education sequence necessary for all education degrees. Upon receiving the Bachelor of Science in Education degree and passing appropriate state certification examinations, the graduate will be qualified for state licensure.

### Recreation Program

The Recreation program prepares students for positions of leadership in a variety of recreational settings. Prospective employers include parks and recreation departments, YMCAs, Boys and Girls Clubs, military programs, government, and private agencies. Many recreation majors use interdisciplinary studies to prepare for work in specialty areas such as human services and recreation programs for the elderly or the physically and mentally disabled. The coursework for this degree includes a core of courses in the broad field of Kinesiology and additional specialty courses in recreation.

### Exercise Science Program

The Exercise Science program prepares students for careers in the fitness/wellness profession, as well as research oriented careers. Prospective employers include health clubs, recreational facilities, hospital-based wellness programs, cardiac rehabilitation programs, and sports medicine clinics. Many exercise science majors use interdisciplinary studies to prepare for working with special populations such as senior citizens or owning their own fitness business such as personal training. The coursework for this degree includes a core of courses in the broad field of Kinesiology and additional specialty courses in exercise science concentrating on knowledge and skills necessary for appropriate exercise testing, prescription, and leadership.

### Athletic Training Program

The Athletic Training program is a competitive admission program accredited by the Commission on Accreditation of Athletic Training Education (CAATE). Students completing this major will be eligible for the Board of Certification Exam, the only accredited certifying body for Athletic Trainers in the United States. The program prepares entry-level athletic trainers to work in a variety of employment settings including secondary schools, colleges/universities, clinics/hospitals and nontraditional settings such as industrial athletic training. The Technical Standards for Athletic Trainers are published in the Athletic Training Education (ATEP) Handbook which can be requested from the ATEP Director.

### Requirements for Admission to the Athletic Training Program

Admission to the ECU Athletic Training Education Program (ATEP) is competitive and is structured so that incoming students can complete the academic curriculum, as well as the clinical experience, in a clear progression of learning. Prospective students should apply during the spring of the sophomore year to secure attainment of the degree within four years. Applications are due by March 1 for selection into the upcoming fall semester. The goal of the program is to admit up to 16 candidates each May and begin the program full time each fall semester. Each candidate must undergo the admission process and candidacy selection prior to being allowed enrollment and/or experience within the ATEP. The following must be met to be considered for unconditional admission:

1. Student in good academic standing at East Central University.
2. Completed application to the ATEP.
3. Declared major in Athletic Training.
4. Minimum cumulative GPA of 2.50.
5. Possess current First Aid and CPR certification upon entrance.
6. Observe and document a minimum of 20 hours in the ECU athletic treatment room or an acceptable athletic training setting (traditional desired).

7. Completion of the following courses with a "C" or better:
 

KIN	2272	First Aid
KIN	2413	Applied Anatomy
KIN	2713	Care & Prevention of Athletic Injuries
CHEM	1114	General Chemistry I
PSYCH	1113	General Psychology

Meeting these basic admission criteria does not automatically guarantee admission to the program. However, each applicant meeting the above criteria will be granted an interview with the selection committee. The selection committee is comprised of the ATEP faculty and staff. The personal interview process will assess the applicant's personal traits, goals and genuine interest in athletic training. The above criteria must be met for unconditional admittance into the athletic training education program. Transfer students may gain full admission given all criteria listed above are met. Students not meeting the minimum standards for admission may be given conditional admittance to the ATEP only if space is available. These students should achieve unconditional admission by the conclusion of the first year in order to remain in the program.

### Retention Policy

Annual status reviews of all students will be conducted by the ATEP faculty. Students must earn a "C" or better in all ATEP courses. Students who earn a "D" or "F" in an ATEP course must repeat that course with a grade of "C" or better. Other criteria for unsatisfactory progress include an overall GPA below 2.50 and not meeting minimum clinical hours. Students not making satisfactory progress within the ATEP will be placed on probationary status until all deficiencies are met, or the next status review, whichever occurs first. If deficiencies are not resolved within the probationary period, the student will be dismissed from the program.

### Minors

In addition to the degree programs, two minors are offered in Kinesiology: Exercise Science and Recreation. These minors allow students to gain more in-depth knowledge and skill in the selected field and provides excellent supportive coursework to other major programs offered at ECU.

## DEPARTMENT OF PSYCHOLOGY

Professor and Chair Harris-Young  
 Professors Burke, Heitland  
 Associate Professors U. Fountain, Klippenstine  
 Assistant Professors Harwell, Roberson, Roring, Velez

The Department of Psychology is actively involved in fulfilling the three functions of a University: Teaching, Research, and Service. These three functions merge as professors have students participate in research, use research findings and student research to enrich classes, and provide a service to the community by teaching needed skills and providing needed services. As a behavioral science, it employs the scientific method to greatly enhance the problem-solving abilities of people. Further, since psychology involves the study of behavior, it enables people to understand themselves better and to understand others. General Psychology is the course that fulfills the general studies function. It is a general course in which the student learns the principles of behavior and how to apply these to everyday living. The Department of Psychology provides support courses for majors in other areas. For example, majors in elementary education, special education, nursing, and human resources take courses in psychology to develop the understanding and skills necessary to function in their professions. The Department of Psychology provides a major field of study leading to the Bachelor of Science Degree. Just as in the minor field of study, some students majoring in psychology do not intend to become professional

psychologists. These students may use psychology to enter professional schools such as medicine, dentistry, law, or theology. Others use psychology as a liberal education and enter business and industry or use this knowledge and these skills to become effective parents or citizens in the communities in which they live. Finally, of course, students choose to major in psychology because they want to go on to graduate school and make psychology their professional career.

The mission of the Psychology Program is an integral part of the overall mission of East Central University. The mission of the university includes providing a number of baccalaureate, pre-professional and graduate programs. The program addresses this goal by providing an undergraduate degree program in Psychology. Instruction in Psychology at the undergraduate level utilizes the following formats: lecture, video and multimedia material, field trips, research and library report writing, and direct hands-on experience both in the research laboratory and clinic setting.

**PSYCHOLOGY PROGRAM**

Psychology is the science of human behavior. As a field, it attempts to develop technologies that will help understand the dynamics of human behavior as a means of developing a profession that will promote human welfare. As such, the undergraduate program at East Central University prepares its students through classwork, student professional organizations such as Psi Chi, field trips, assisting the faculty in professional endeavors such as research and application, and close relationships with the faculty to help understand and get to know, on a broad basis, the field of psychology. This training prepares the student to work at an entry level in the following areas: mental health clinics, hospitals, counseling centers, corrections, and many other areas including being prepared to enter graduate school.

**PROFESSIONAL EDUCATION SEQUENCE**

Course	Hours
EDUC 2402 Survey of Exceptional Children .....	2
PSYCH 3463 Child and Adolescent Psychology .....	3

The following courses to be taken when a sophomore or junior:

EDUC 2012 Foundations of Education (To be taken in same term as EDUC 2211) .....	2
EDUC 2211 Field Experience I (To be taken in same term as EDUC 2012) .....	1

The following courses to be taken when a junior:

EDPSY 3513 Educational Psychology (To be taken in same term as EDUC 3001 and 4632) .....	3
EDUC 3001 Field Experience II (To be taken in same term as EDPSY 3513 and EDUC 4632) .....	1
EDUC 4632 Educational Technology (To be taken in same term as EDPSY 3513 and EDUC 3001) .....	2

The following courses to be taken when a senior:

EDUC 4043 Strategies for Effective Teaching (To be taken in same term as EDUC 4611) .....	3
EDUC 4611 Field Experience III (To be taken in same term as EDUC 4043) .....	1

The following courses to be taken when a senior, either the first or second semester. (No other courses shall be taken.)

EDUC 4262 Student Teaching Seminar .....	2
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The first, second, or third pair of the following courses:

EDUC 4955 Supervised Student Teaching Elementary Schools	
EDUC 4955 Supervised Student Teaching Elementary Schools	
EDUC 4965 Supervised Student Teaching Grades PK-12	
EDUC 4965 Supervised Student Teaching Grades PK-12	
EDUC 4975 Supervised Student Teaching Secondary Schools	
EDUC 4975 Supervised Student Teaching Secondary Schools .....	10



**ATHLETIC TRAINING****Bachelor of Science****Major Code -- 0600**

<b>I. General Education (45 HOURS)</b>		<b>IV. Minor (Not Required)</b>	
<i>16 hours (BIOL 1314, CHEM 1114, KIN 2122, MATH 1513, PSYCH 1113) counted in the Major</i>		<b>V. Electives</b>	<b>3</b>
Other as needed	<b>29</b>	<b>VI. Total Hours Required</b>	<b>124</b>
<b>II. Major in Athletic Training</b>	<b>67</b>	<b>VII. Special Requirements</b>	
<b>A. Required General Education</b>	<b>2</b>	Four hours credit in basic or recruit military training is granted for one year or more of continuous active full-time military service. This credit includes two hours of elective credit, and two hours which may be applied as KIN 2122 Choices in Wellness.	
KIN 2122 Choices in Wellness		The OSRHE computer proficiency graduation requirement will be met through completion of one of the courses in the institution's general education computer literacy option (including equated or substituted courses), or testing out of the challenge exam for this course, <u>OR</u> successful completion of an associate of arts or associate of science degree at an Oklahoma two-year college in which the computer skills requirement was met. Satisfaction of this requirement may not reduce or remove any program requirements.	
<b>B. Required in Athletic Training Major</b>	<b>65</b>	Students beginning at East Central University in the fall 2007 semester or later who have earned less than sixty-four semester hours are required to take two classes with a designated service-learning component. Students transferring to ECU for the first time in the fall 2007 semester or later with sixty-four or more semester hours will be required to take one class with a service-learning component.	
ATEP 2123 Intro to Athletic Training			
ATEP 3113 Therapeutic Modalities for Ath Trng			
ATEP 3223 Evaluation Lower Extremity			
ATEP 3333 Clinical Athletic Training I			
ATEP 3443 Evaluation Upper Extremity			
ATEP 3553 Clinical Athletic Training II			
ATEP 3623 Therapeutic Exercise			
ATEP 4123 General Medicine & Pharmacology			
ATEP 4523 Clinical Athletic Training III			
ATEP 4634 Clinical Athletic Training IV			
ATEP 4643 Advanced Athletic Training			
KIN 1962 Intro to Kinesiology			
KIN 2222 Sports Nutrition			
KIN 2272 First Aid			
KIN 2413 Applied Anatomy			
KIN 2713 Care & Prevention Ath Inj			
KIN 3352 Research & Evaluation of Kinesiology			
KIN 3612 Motor Learning			
KIN 3723 Biomechanics			
KIN 3733 Physiology of Exercise			
KIN 4153 Organization & Administration			
KIN 4223 Strength & Conditioning			
KIN 4623 Exercise Testing & Prescr			
<b>III. Related Work</b>	<b>25</b>		
<b>A. Required General Education</b>	<b>14</b>		
BIOL 1314 General Zoology			
CHEM 1114 General Chemistry I			
MATH 1513 College Algebra			
PSYCH 1113 General Psychology			
<b>B. Required Athletic Training</b>	<b>11</b>		
BIOL 2113 Medical Terminology			
BIOL 2184 Human Anatomy			
BIOL 3634 Human Physiology			



## EARLY CHILDHOOD EDUCATION

Bachelor of Science

Major Code -- 0540

**I. General Education (45 HOURS)**

41 hours (Required: ENG 1113, ENG 1213, HUM 2313 or 2323 or 2413, FCS 1513, COMM 1113, MATH 1413 or 1513, BIOL 1114, PHSCI 1114, PSYCH 1113, GEOG 1113 or HIST 1113 or 1123 or 2613, HIST 2483 or 2493, PS 1113, and three hours of elective course work included in the General Education curriculum from history, geography (not 1214), economics, sociology, or political science) counted in Related Work.

Demonstrate novice high competency in a foreign language or complete a Foreign Language or American Sign Language course with a C or higher.

Other hours needed 4

**II. Major in Early Childhood Education 39**

**A. Required General Education 3**  
FCS 1513 Nutrition

**B. Required in Early Childhood Education 36**  
EDLBS 4913 Children's Literature  
EDUC 3013 Found & Curr Iss in Early Child  
EDUC 3033 Soc & Guid Young Child  
EDUC 3043 Educ, Dev, & Obs Young Child  
EDUC 3333 Meth in Creative Arts Yng Child  
EDUC 3413 Meth in Elem Lang Arts  
EDUC 3463 Foundations of Reading  
EDUC 3483 Methods of Reading  
EDUC 3493 Diag and Rem of Read Diff  
EDUC 3503 Meth Elem Math - Primary  
EDUC 3603 Sci & Soc Stu Early Child  
EDUC 3753 Meth of Early Childhood Education

**III. Related Work 51**

**A. Required General Education 38**  
BIOL 1114 General Biology  
COMM 1113 Fundamentals of Human Comm  
ENG 1113 Freshman Composition I  
ENG 1213 Freshman Composition II **OR**  
HNRS 2313 Enduring Questions: Perspectives  
from Rhetoric and Research  
PHSCI 1114 General Physical Science  
PS 1113 United States Government  
PSYCH 1113 General Psychology

One of the following:

GEOG 1113 Elements of Human Geography  
HIST 1113 Early Western Civilization  
HIST 1123 Modern Western Civilization  
HIST 2613 Explorations in World History & Culture

One of the following:

HIST 2483 United States History Survey to 1877  
HIST 2493 United States History Survey since 1877

One of the following:

HUM 2313 Ethnic Literature  
HUM 2323 Non-Western Literature **OR**  
HNRS 1313 Enduring Questions: Perspectives  
from Non-Western Humanities  
HUM 2413 Responding to Literature

One of the following:

MATH 1413 Survey of Mathematics  
MATH 1513 College Algebra

Three (3) hours of elective course work included in the General Education curriculum from history, geography (not 1214), economics, sociology, political science OR HNRS 2213 Enduring Questions: Perspectives from Science.

**B. Required Related Work 13**

GEOG 1214 Earth Science  
MATH 2713 Mathematical Concepts I  
MATH 2723 Mathematical Concepts II  
MATH 2733 Mathematical Concepts III

**IV. Minor**

Professional Education is used as the minor and no other minor is required.

**V. Professional Education 30**

For course requirements see Professional Education.

**VI. Total Hours Required 124****VII. Special Requirements**

The OSRHE computer proficiency graduation requirement will be met through the completion of the courses EDUC 4611 Field Experience III and EDUC 4632 Educational Technology (including equated or substituted courses), both of which are required courses in the professional education sequence.

Students beginning at East Central University in the fall 2007 semester or later who have earned less than sixty-four semester hours are required to take two classes with a designated service-learning component. Students transferring to ECU for the first time in the fall 2007 semester or later with sixty-four or more semester hours will be required to take one class with a service-learning component.

**ELEMENTARY EDUCATION**

**Bachelor of Science in Education**

**Major Code -- 0130**

**I. General Education (45 HOURS)**

38 hours (Required: ENG 1113, ENG 1213, HUM 2313 or 2323 or 2413, COMM 1113, MATH 1413 or 1513, BIOL 1114, PHSCI 1114, PSYCH 1113, GEOG 1113 or HIST 1113 or 1123 or 2613, HIST 2483 or 2493, PS 1113, and three hours of elective course work included in the General Education curriculum from history, geography (not 1214), economics, sociology, or political science) counted in Related Work.

Demonstrate novice high competency in a foreign language or complete a Foreign Language or American Sign Language course with a C or higher.

Other hours needed 7

One of the following:

- MATH 1413 Survey of Mathematics
- MATH 1513 College Algebra

Three (3) hours of elective course work included in the General Education curriculum from history, geography (not 1214), economics, sociology, or political science OR HNRS 2213 Enduring Questions: Perspectives from Science.

**B. Required Related Work 13**

- GEOG 1214 Earth Science
- MATH 2713 Mathematical Concepts I
- MATH 2723 Mathematical Concepts II
- MATH 2733 Mathematical Concepts III

**II. Major in Elementary Education 36**

**A. Required in the Elementary Education 36**

- Major**
- ART 4412 Art for Elem Teachers
- KIN 3552 Meth of Elem PE
- MUS 3912 Meth of Tchg Mus for Elem Tch
- EDLBS 4913 Children's Literature
- EDUC 3413 Meth in Elem Lang Arts
- EDUC 3463 Foundations of Reading
- EDUC 3483 Methods of Reading
- EDUC 3493 Diag & Rem Read Diff
- EDUC 3503 Meth Elem Math - Primary
- EDUC 3513 Meth Elem Math - Intermediate
- EDUC 3613 Meth for Elem Natural Sci
- EDUC 3713 Meth for Elem Soc Stu
- EDUC 3753 Meth of Early Childhood Education

**III. Related Work 51**

**A. Required General Education 38**

- BIOL 1114 General Biology
- COMM 1113 Fundamentals of Human Comm
- ENG 1113 Freshman Composition I
- ENG 1213 Freshman Composition II **OR**
- HNRS 2313 Enduring Questions: Perspectives from Rhetoric and Research
- PHSCI 1114 General Physical Science
- PS 1113 United States Government
- PSYCH 1113 General Psychology

One of the following:

- GEOG 1113 Elements of Human Geography
- HIST 1113 Early Western Civilization
- HIST 1123 Modern Western Civilization
- HIST 2613 Explorations in World History & Culture

One of the following:

- HIST 2483 United States History Survey to 1877
- HIST 2493 United States History Survey since 1877

One of the following:

- HUM 2313 Ethnic Literature
- HUM 2323 Non-Western Literature **OR**
- HNRS 1313 Enduring Questions: Perspectives from Non-Western Humanities
- HUM 2413 Responding to Literature

**IV. Minor (Not Required)**

Professional Education is used as the minor and no other minor is required.

**V. Professional Education 30**

For course requirements see Professional Education

**VI. Total Hours Required 124**

**VII. Special Requirements**

The OSRHE computer proficiency graduation requirement will be met through the completion of the courses EDUC 4611 Field Experience III and EDUC 4632 Educational Technology (including equated or substituted courses), both of which are required courses in the professional education sequence.

Students beginning at East Central University in the fall 2007 semester or later who have earned less than sixty-four semester hours are required to take two classes with a designated service-learning component. Students transferring to ECU for the first time in the fall 2007 semester or later with sixty-four or more semester hours will be required to take one class with a service-learning component.

**Other Teaching Programs**

In addition to the above, programs in the following majors lead to secondary and elementary-secondary teacher certification. A program in a specific major is given in the *Catalog* under the heading of the department offering the program.

**MAJOR**

- Art
- Biology
- Chemistry
- English
- Family and Consumer Sciences Education
- History
- Mathematics
- Music
- Physical Education
- Physics
- Speech

**KINESIOLOGY**  
**Exercise Science Concentration**  
**Bachelor of Science**

Major Code -- 0202

<b>I. General Education (45 HOURS)</b>	
<i>5 hours (KIN 2122 and PSYCH 1113) counted in the Major</i>	
Other hours needed	<b>40</b>
<b>II. Major in KIN - Exercise Science</b>	<b>50-51</b>
<b>A. Required General Education</b>	<b>2</b>
KIN 2122 Choices in Wellness	
<b>B. Required in KIN Core</b>	<b>26</b>
HRPSY 3253 Psychology of Aging	
KIN 1962 Intro to Kinesiology	
KIN 2252 Skills & Tech Ind Spts	
KIN 2262 Skills & Tech Tm Spts	
KIN 2272 First Aid	
KIN 2332 Skls & Tech Mvmt Expl and Ftms	
KIN 2413 Applied Anatomy	
KIN 2532 Aquatic Skills and Programming	
KIN 2713 Care & Prevention of Athl Inj	
KIN 3612 Motor Learning	
KIN 4153 Organization & Administration	
<b>C. Required in Exercise Science Concentration</b>	<b>19</b>
KIN 2222 Sports Nutrition	
KIN 3352 Research and Evaluation of Kinesiology	
KIN 3723 Biomechanics	
KIN 3733 Physiology of Exercise	
KIN 4223 Strength & Conditioning	
KIN 4283 Practicum	
KIN 4623 Exercise Testing & Prescr	
<b>D. Required Exercise Science Electives</b>	<b>3-4</b>
3-4 hours from the following:	
BIOL 3634 Human Physiology	
FCS 1513 Nutrition	
KIN 3233 Adapted PE	
KIN 4593 Psy of Sports	
<b>III. Related Work</b>	<b>3</b>
Related General Education	3
PSYCH 1113 General Psychology	
<b>IV. Minor (Required)</b>	<b>16-21</b>
<b>V. Electives</b>	<b>9-15</b>
<b>VI. Total Hours Required</b>	<b>124</b>

**VII. Special Requirements**

Four hours credit in basic or recruit military training is granted for one year or more of continuous active full-time military service. This credit includes two hours of elective credit, and two hours which may be applied as KIN 2122 Choices in Wellness.

The OSRHE computer proficiency graduation requirement will be met through completion of one of the courses in the institution's general education computer literacy option (including equated or substituted courses), or testing out of the challenge exam for this course, OR successful completion of an associate of arts or associate of science degree at an Oklahoma two-year college in which the computer skills requirement was met. Satisfaction of this requirement may not reduce or remove any program requirements.

Students beginning at East Central University in the fall 2007 semester or later who have earned less than sixty-four semester hours are required to take two classes with a designated service-learning component. Students transferring to ECU for the first time in the fall 2007 semester or later with sixty-four or more semester hours will be required to take one class with a service-learning component.

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**Minor in Kinesiology Exercise Science - 200D**
**Core Courses**

KIN	1962	Introduction to Kinesiology
KIN	2272	First Aid
KIN	2413	Applied Anatomy
KIN	2713	Care & Prevention of Athl Inj
KIN	3733	Physiology of Exercise
KIN	4623	Exer Testing & Prescr

Choose 2 of the following:

KIN	2252	Skls & Tech Ind Spt
KIN	2262	Skls & Tech Tm Spt
KIN	2332	Skls & Tech Mvt Expl & Ftms
KIN	2532	Aquatic Skills & Programming

**Minimum Total Hours****20**

**KINESIOLOGY**  
**Recreation Concentration**  
**Bachelor of Science**

**Major Code -- 0201**

<b>I. General Education (45 HOURS)</b>	
<i>5 hours (KIN 2122 and PSYCH 1113) counted in the Major</i>	
Other hours needed	<b>40</b>
<b>II. Major in KIN - Recreation</b>	<b>46</b>
<b>A. Required General Education</b>	<b>2</b>
KIN 2122 Choices in Wellness	
<b>B. Required in KIN Core</b>	<b>26</b>
HRPSY 3253 Psychology of Aging	
KIN 1962 Intro to Kinesiology	
KIN 2252 Skills & Tech Ind Spts	
KIN 2262 Skills & Tech Tm Spts	
KIN 2272 First Aid	
KIN 2332 Skls & Tech Mvmt Expl & Ftms	
KIN 2413 Applied Anatomy	
KIN 2532 Aquatic Skills and Programming	
KIN 2713 Care & Prevention Ath Inj	
KIN 3612 Motor Learning	
KIN 4153 Organization & Administration	
<b>C. Required in Recreation Concentration</b>	<b>15</b>
KIN 2212 Outdoor Educ	
KIN 2243 Recreation Leadership	
KIN 3112 Officiating Sports	
KIN 3623 Community Recreation	
KIN 4212 Intramrl Spts Adm	
KIN 4283 Practicum	
<b>D. Required Recreation Concentration Electives</b>	<b>3</b>
3 hours from the following:	
KIN 3233 Adapted P E	
KIN 3461 Lifeguard Training	
KIN 3552 Meth of Elem P E	
KIN 4132 Instr Course in Water Safety	
KIN 4593 Psychology of Sports	
<b>III. Related Work</b>	<b>3</b>
Required General Education	3
PSYCH 1113 General Psychology	
<b>IV. Minor (Required)</b>	<b>16-21</b>
<b>V. Electives</b>	<b>14-19</b>
<b>VI. Total Hours Required</b>	<b>124</b>

**VII. Special Requirements**

Four hours credit in basic or recruit military training is granted for one year or more of continuous active full-time military service. This credit includes two hours of elective credit, and two hours which may be applied as KIN 2122 Choices in Wellness.

The OSRHE computer proficiency graduation requirement will be met through completion of one of the courses in the institution's general education computer literacy option (including equated or substituted courses), or testing out of the challenge exam for this course, OR successful completion of an associate of arts or associate of science degree at an Oklahoma two-year college in which the computer skills requirement was met. Satisfaction of this requirement may not reduce or remove any program requirements.

Students beginning at East Central University in the fall 2007 semester or later who have earned less than sixty-four semester hours are required to take two classes with a designated service-learning component. Students transferring to ECU for the first time in the fall 2007 semester or later with sixty-four or more semester hours will be required to take one class with a service-learning component.

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**Minor in Kinesiology Recreation - 200C**

**Core Courses**

KIN 1962	Introduction to Kinesiology
KIN 2212	Outdoor Education
KIN 2243	Recreational Leadership
KIN 2272	First Aid
KIN 2713	Care & Prevention of Athl Inj
KIN 3623	Community Recreation

Choose 2 of the following:

KIN 2252	Skls & Tech Ind Spt
KIN 2262	Skls & Tech Tm Spt
KIN 2332	Skls & Tech Mvt Expl & Ftms
KIN 2532	Aquatic Skills & Programming

**Minimum Total Hours**

**19**

**PHYSICAL EDUCATION**  
**Teacher Certification Concentration**  
**Bachelor of Science in Education**

Major Code -- 0215

<p><b>I. General Education (45 HOURS)</b></p> <p><i>8 hours (COMM 1113, KIN 2122, and PSYCH 1113) counted in the Major</i></p> <p><i>Demonstrate novice high competency in a foreign language or complete a Foreign Language or American Sign Language course with a C or higher.</i></p> <p>Other hours needed <span style="float: right;">37</span></p>	<p><b>III. Related Work</b> <span style="float: right;">6</span></p> <p><b>Required General Education</b> <span style="float: right;">6</span></p> <p>COMM 1113 Fundamentals of Human Comm</p> <p>PSYCH 1113 General Psychology</p> <p><b>IV. Minor</b></p> <p>Professional Education is used as the minor and no other minor is required.</p>
<p><b>II. Major in Physical Education - Teacher Cert.</b> <span style="float: right;">45</span></p> <p><b>A. Required General Education</b> <span style="float: right;">2</span></p> <p>KIN 2122 Choices in Wellness</p> <p><b>B. Required in KIN Education</b> <span style="float: right;">43</span></p> <p>EDUC 3333 Meth Creative Arts Yng Child</p> <p>KIN 1962 Introduction to Kinesiology</p> <p>KIN 2252 Skills &amp; Tech Ind Spts</p> <p>KIN 2262 Skills &amp; Tech Tm Spts</p> <p>KIN 2272 First Aid</p> <p>KIN 2332 Skls &amp; Tech Mvt Expl &amp; Ftns</p> <p>KIN 2413 Applied Anatomy</p> <p>KIN 2432 Theory of Coaching</p> <p>KIN 2713 Care &amp; Prevention of Ath Injuries</p> <p>KIN 3233 Adapted P E</p> <p>KIN 3352 Research &amp; Evaluation of Kinesiology</p> <p>KIN 3423 PE in the Secondary School</p> <p>KIN 3433 PE in the Elementary School</p> <p>KIN 3612 Motor Learning</p> <p>KIN 3723 Biomechanics</p> <p>KIN 3733 Physiology of Exercise</p> <p>KIN 4153 Organization &amp; Administration</p>	<p><b>V. Professional Education</b> <span style="float: right;">30</span></p> <p>For course requirements see Professional Education.</p> <p><b>VI. Electives</b> <span style="float: right;">6</span></p> <p><b>VII. Total Hours Required</b> <span style="float: right;">124</span></p> <p><b>VIII. Special Requirements</b></p> <p>The OSRHE computer proficiency graduation requirement will be met through the completion of the courses EDUC 4611 Field Experience III and EDUC 4632 Educational Technology (including equated or substituted courses), both of which are required courses in the professional education sequence.</p> <p>Students beginning at East Central University in the fall 2007 semester or later who have earned less than sixty-four semester hours are required to take two classes with a designated service-learning component. Students transferring to ECU for the first time in the fall 2007 semester or later with sixty-four or more semester hours will be required to take one class with a service-learning component.</p>



**PSYCHOLOGY****Bachelor of Science****Major Code -- 0371**

<b>I. General Education (45 HOURS)</b>		<b>V. Electives</b>	<b>21-26</b>
<i>6 hours (MATH 1513 or MATH 2213 and PSYCH 1113) counted in the Major</i>		<b>VI. Total Hours Required</b>	<b>124</b>
Other hours needed	<b>39</b>	<b>VII. Special Requirements</b>	
<b>II. Major in Psychology</b>	<b>40</b>	The OSRHE computer proficiency graduation requirement will be met through completion of one of the courses in the institution's general education computer literacy option (including equated or substituted courses) or testing out of the challenge exam for one of these courses (all courses may not have challenge exams), <u>OR</u> successful completion of an Associate of Arts or Associate of Science degree at an Oklahoma two-year college in which the computer skills requirement was met. Satisfaction of this requirement may not reduce or remove any program requirements.	
<b>A. Required in General Education</b>	<b>3</b>	Students beginning at East Central University in the fall 2007 semester or later who have earned less than sixty-four semester hours are required to take two classes with a designated service-learning component. Students transferring to ECU for the first time in the fall 2007 semester or later with sixty-four or more semester hours will be required to take one class with a service-learning component.	
PSYCH 1113 General Psychology			
<b>B. Required in Psychology Major</b>	<b>13</b>		
PSYCH 2313 History and Systems of Psychology			
PSYCH 3114 Experimental Psych			
PSYCH 3833 Behavioral Sci Statistics			
PSYCH 3933 Writing & Design for Psych Research			
<b>C. Required Electives in Psychology</b>	<b>12</b>		
Four of the following:			
HRPSY 3253 Psychology of Aging			
PSYCH 3063 Physiological Psych			
PSYCH 3613 Psychology of Learning and Cognition			
PSYCH 4133 Abnormal Psychology			
PSYCH 4213 Psychological Tests & Meas			
PSYCH 4323 Behavioral Management			
PSYCH 4413 Psychology of Personality			
PSYCH 4443 Child Development			
PSYCH 4453 Adolescent Development			
PYSOC 2213 Social Psychology			
<b>D. Approved Electives in Psychology</b>	<b>12</b>		
12 hours of approved 3000-4000 level electives in Psychology (may include additional courses from the list above). EDPSY 3513, PSYCH 3463, and PSYCH 4112 may not be taken for psychology degree credit.			
<b>III. Related Work</b>	<b>3</b>		
<b>Required General Education</b>	<b>3</b>		
MATH 1513 College Algebra <b>OR</b>			
MATH 2213 Intro to Probability and Stats			
<b>IV. Minor (Required)</b>	<b>16-21</b>		
Recommended areas of minor study are sociology, biology, chemistry, physics, business, mathematics, computer science, human resources, or others with department approval.			
		<b>Minor in Psychology - 370A</b>	
		PSYCH 1113 General Psychology	
		Three of the following:	
		HRPSY 3253 Psychology of Aging	
		PSYCH 2313 History and Systems of Psychology	
		PSYCH 3063 Physiological Psychology	
		PSYCH 3613 Psychology of Learning and Cognition	
		PSYCH 4133 Abnormal Psychology	
		PSYCH 4213 Psychological Tests and Measurements	
		PSYCH 4323 Behavioral Management	
		PSYCH 4413 Psychology of Personality	
		PSYCH 4443 Child Development	
		PSYCH 4453 Adolescent Development	
		Nine (9) hours of approved 3000-4000 level electives in Psychology (may include additional courses from the list above). EDPSY 3513, PSYCH 3463 and PSYCH 4112 may not be taken for psychology degree credit.	
		<b>Total Minimum Hours</b>	<b>21</b>

## SPECIAL EDUCATION FOR EXCEPTIONAL CHILDREN

## Bachelor of Science in Education

Major Code -- 0440

**I. General Education (45 HOURS)**

38 hours (Required: ENG 1113, ENG 1213, HUM 2313 or 2323 or 2413, COMM 1113, MATH 1413 or 1513, BIOL 1114, PHSCI 1114, PSYCH 1113, GEOG 1113 or HIST 1113 or 1123 or 2613, HIST 2483 or 2493, PS 1113, and three hours of elective course work included in the General Education curriculum from history, geography (not 1214), economics, sociology, or political science) counted in Related Work.

Demonstrate novice high competency in a foreign language or complete a Foreign Language or American Sign Language course with a C or higher.

Other hours needed 7

One of the following:

MATH 1413 Survey of Mathematics  
MATH 1513 College Algebra

Three (3) hours of elective course work included in the General Education curriculum from history, geography (not 1214), economics, sociology, or political science OR HNRS 2213 Enduring Questions: Perspectives from Science.

**B. Required Related Work 13**

GEOG 1214 Earth Science  
MATH 2713 Mathematical Concepts I  
MATH 2723 Mathematical Concepts II  
MATH 2733 Mathematical Concepts III

**II. Major in Special Education 36**

**A. Required in the Special Education Major 36**  
EDUC 3413 Meth Elem Lang Arts  
EDUC 3463 Foundations of Reading **OR**  
EDUC 3483 Methods of Reading  
EDUC 3493 Diag & Remed of Read Diff  
EDUC 3503 Meth Elem Math - Primary **OR**  
EDUC 3513 Meth in Elem Math - Intermediate  
EDUC 3613 Meth Elem Natural Sci  
EDUC 3713 Meth Elem Soc Stu  
EDUC 3812 Policy and Procedures in Special Educ  
EDUC 3823 Intro to Students w/Mild Disabilities  
EDUC 3833 Intro to Students w/Moderate Disabilities  
EDUC 4013 Pract Strat and IDEA for Beh Disord  
EDUC 4713 Assessment and Program Development  
EDUC 4723 Meth Tchg Child w/Mild/Mod Dis  
EDUC 4921 Practicum Mild/Moderate Disabilities

**III. Related Work 51**

**A. Required General Education 38**  
BIOL 1114 General Biology  
COMM 1113 Fundamentals of Human Comm  
ENG 1113 Freshman Composition I  
ENG 1213 Freshman Composition II **OR**  
HNRS 2313 Enduring Questions: Perspectives  
from Rhetoric and Research  
PHSCI 1114 General Physical Science  
PS 1113 United States Government  
PSYCH 1113 General Psychology

One of the following:

GEOG 1113 Elements of Human Geography  
HIST 1113 Early Western Civilization  
HIST 1123 Modern Western Civilization  
HIST 2613 Explorations in World History & Culture

One of the following:

HIST 2483 United States History Survey to 1877  
HIST 2493 United States History Survey since 1877

One of the following:

HUM 2313 Ethnic Literature  
HUM 2323 Non-Western Literature **OR**  
HNRS 1313 Enduring Questions: Perspectives  
from Non-Western Humanities  
HUM 2413 Responding to Literature

**IV. Minor**

Professional Education is used as the minor and no other minor is required.

**V. Professional Education 30**

For course requirements see Professional Education.

**VI. Total Hours Required 124****VII. Special Requirements**

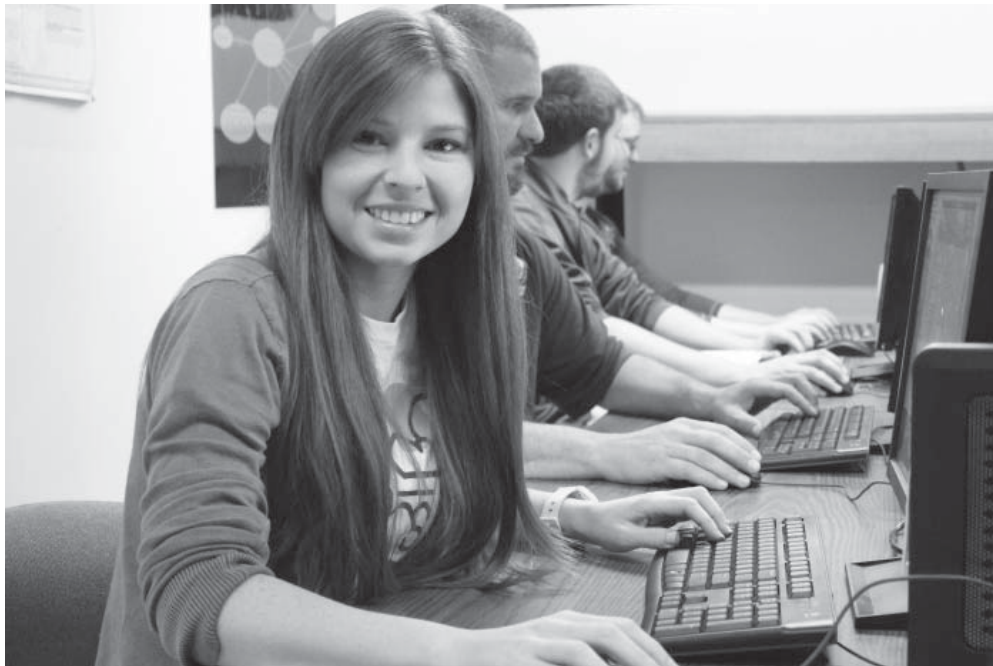
The OSRHE computer proficiency graduation requirement will be met through the completion of the courses EDUC 4611 Field Experience III and EDUC 4632 Educational Technology (including equated or substituted courses), both of which are required courses in the professional education sequence.

Students beginning at East Central University in the fall 2007 semester or later who have earned less than sixty-four semester hours are required to take two classes with a designated service-learning component. Students transferring to ECU for the first time in the fall 2007 semester or later with sixty-four or more semester hours will be required to take one class with a service-learning component.

**Minor in Education - 660A**

EDUC 2012 Foundations of Education  
EDUC 2402 Survey of Exceptional Children  
PSYCH 1113 General Psychology  
PSYCH 3463 Child and Adolescent Psychology  
Seven hours of other courses in Professional Education selected with departmental approval

**Minimum Total Hours 17**



**Section VII**  
**COLLEGE OF HEALTH AND SCIENCES**  
 Bruce Weems, Dean

**DEPARTMENT OF BIOLOGY**

**Majors Offered**

Biology - BS  
 Biology (Clinical Laboratory Scientist) - BS  
 Biology (Molecular Biology) - BS  
 Biology (Teacher Certification) - BS

**Minor Offered**

Biology

**Courses**

<b>Prefix</b>	<b>Subject</b>
B/C/P	Biol/Chem/Physics
BIOL	Biology
MEDTE	Medical Technology

**DEPARTMENT OF CARTOGRAPHY AND GEOGRAPHY**

**Major Offered**

Cartography (Geography) - BS  
 Cartography (Geotechniques) - BS

**Minors Offered**

Cartography  
 Geography

**Courses**

<b>Prefix</b>	<b>Subject</b>
CARTO	Cartography
GEOG	Geography
GEOL	Geology
GECAR	Geography-Cartography
GESOC	Geography-Sociology
SOSTU	Social Studies

**DEPARTMENT OF CHEMISTRY/PHYSICS**

**CHEMISTRY**

**Majors Offered**

Chemistry - BS  
 Chemistry (Teacher Certification) - BS

**Minor Offered**

Chemistry

**Courses**

<b>Prefix</b>	<b>Subject</b>
B/C/P	Biol/Chem/Physics
CHEM	Chemistry

**PHYSICS**

**Majors Offered**

Physics - BS  
 Physics (Medical Physics) - BS  
 Physics (Teacher Certification) - BS

**Minor Offered**

Physics

**Courses**

<b>Prefix</b>	<b>Subject</b>
B/C/P	Biol/Chem/Physics
PHSCI	General Physical Science
PHYS	Physics

Health  
and  
Sciences

## COURSES OFFERED IN ENGINEERING

<b>Courses</b>	<b>Subject</b>
<b>Prefix</b>	Engineering
ENGR	

## DEPARTMENT OF ENVIRONMENTAL HEALTH SCIENCE

<b>Major Offered</b>	<b>Minor Offered</b>	<b>Courses</b>	<b>Subject</b>
Environmental Health Science - BS	Environmental Health Science	<b>Prefix</b>	Environmental Science
		EHS	

## DEPARTMENT OF FAMILY AND CONSUMER SCIENCES

<b>Majors Offered</b>	<b>Minors Offered</b>	<b>Courses</b>	<b>Subject</b>
Family and Consumer Sciences (Early Care) - BS	Family and Consumer Sciences	<b>Prefix</b>	Family and Consumer
Family and Consumer Sciences (General) - BS	Fashion Merchandising	FCS	Sciences
Family and Consumer Sciences (Retail Merchandising) - BS			
Family and Consumer Sciences Education (Teacher Certification) - BS			

## DEPARTMENT OF MATHEMATICS AND COMPUTER SCIENCE

<b>Majors Offered</b>	<b>Minor Offered</b>	<b>Courses</b>	<b>Subject</b>
Computer Science - BS	Computer Science	<b>Prefix</b>	Education-Mathematics
Mathematics (Applied Math/Pre-Actuary) - BS	Mathematics	EDMA	Computer Science
Mathematics (General Mathematics) - BS		CMPSC	Computer Science--Mathematics
Mathematics (Teacher Certification) - BS		CPSMA	Mathematics
		MATH	

## DEPARTMENT OF NURSING

<b>Major Offered</b>	<b>Minor Offered</b>	<b>Courses</b>	<b>Subject</b>
Nursing - BS	---	<b>Prefix</b>	Nursing
Nursing (RN to BSN Completion) - BS		NRSNG	

## DEPARTMENT OF BIOLOGY

Professor and Chair Cheper  
Adolph Linscheid Distinguished Teaching Professor Choate  
Professors Andrews, Bay, Biles, Cluck, Thompson  
Associate Professor Fields

The Department of Biology provides undergraduate training for students interested in the life sciences who may wish to pursue careers in this area. Biology is a continually expanding discipline with a variety of career opportunities. The faculty and facilities of the Department permit the investigation of Biology at the subcellular, cellular, organismal, population and community level. Courses taught in the Department emphasize scientific principles and concepts that aid in understanding structure, function and behavior of individual organisms and how individual organisms interact within the natural environment. Several scholarships are available to qualified students. Departmental scholarships include the Thomas J. McKnight Biology Scholarship and the Fred and Mary Pfeffer Scholarship. Other scholarships are available through the Academic Scholarship Program and the East Central University Foundation. For students who plan to teach there are scholarships available through the College of Education and Psychology.

There are several clubs and societies available for biology students. The ones currently active are the Tri-Beta Club, the Pre-Dentistry Club, and the Society for Wildlife and Ecological Biologists.

### BIOLOGY DEGREE CONCENTRATION

The Department of Biology offers majors in four bachelor degree concentrations. A Bachelor of Science is designed for students who plan to become practicing biologists in industry or government, or plan to pursue a graduate degree in biology. This degree concentration is usually chosen by those students who need pre-professional training before entering the schools of medicine, dentistry, veterinary medicine, or other health-related professional schools. A Bachelor of Science for Teacher Certification gives a prospective science teacher an appropriate academic background in biology and in the methods of teaching. The Bachelor of Science for Molecular Biology prepares students for graduate research and/or employment in the rapidly growing fields of biotechnology, agribusiness, industry, law enforcement, and molecular biology. A Bachelor of Science for Clinical Laboratory Science prepares students to conduct and supervise complex medical tests, clinical trials, and research experiments; manage clinical laboratories; and consult with physicians and clinical researchers on diagnoses, disease causation and spread, and research outcomes. This degree concentration requires three years of prescribed study on campus followed by a year of clinical training in an approved hospital School of Clinical Laboratory Science.

### CLINICAL LABORATORY SCIENCE CONCENTRATION

This concentration requires a minimum of ninety-four semester hours credit of prescribed study on the campus, followed by a clinical component (30 hours) which consists of a year of approved professional training in Clinical Laboratory Science. The professional training must be done in a school of clinical laboratory science approved by the University and by the Oklahoma Consortium of Clinical Laboratory Science Affiliates.

Requirements for admission to the clinical component of clinical laboratory science:

1. Complete the general education requirements.
2. Complete prescribed science and math courses or equivalent courses.

3. Complete a sufficient number of approved electives to complete the minimum requirement of ninety-four semester hours.
4. Grade average must be a 2.5 or better overall and in the specific work in science and math.
5. Ten semester hours of the ninety-four must be done in upper-division courses (3000 and 4000 level).

Attainment of the requirements above does not guarantee admission to the clinical component of the program. The number of applicants placed is based on the number of applicants accepted by affiliated Schools of Clinical Laboratory Science.

## DEPARTMENT OF CARTOGRAPHY AND GEOGRAPHY

Professor and Chair Plumb  
Professor Micozzi  
Associate Professor Newcomer

The Department offers a curriculum leading to a B.S. in Cartography with a concentration either in Geotechniques or Geography. Non-majors may minor in Cartography or Geography. Several courses are also taught that contribute to the general education of students campus-wide.

Active student organizations include The Cartography Society, the departmental cartography club, and the Alpha Pi Chapter of Gamma Theta Upsilon, the International Geographical Honor Society. There are currently ten scholarships available to cartography majors: eight Chesapeake Cartography Scholarships, the Kelley-Griffin Scholarship, and the Joe Simms Scholarship. Student travel awards are also available through the Virgil Owens Travel Fund.

The Web Atlas of Oklahoma ([www.okatlas.org](http://www.okatlas.org)) was developed and is maintained by faculty and students in the Department. ECU's participation in the NASA National Space Grant College and Fellowship Program is also administered here.

### CARTOGRAPHY PROGRAM

A degree in Cartography enables graduates to work in a wide variety of occupations within either the public or private sectors, and prepares those with scholarly pursuits to enter graduate schools across the nation.

Majors select a concentration in either Geotechniques or Geography. These two options allow students to choose an emphasis in either the technical realm of the discipline or more traditional geography. All of the majors gain valuable hands-on experiences through the use of the department's state-of-the-art Devon Energy Spatial Graphics and Analysis Laboratory and the opportunity to gain internships with government and industry. They are also encouraged to participate in a professional meeting and all majors give a formal presentation based upon their senior projects. Selection of a minor complements the major.

The Geotechniques concentration focuses upon the analytical, theoretical, and technical skills necessary for employment as a cartographer, GIS analyst, and related professions. It focuses upon four major areas of geotechniques: cartography, remote sensing, geographic information systems, and global positioning systems. Geography courses are also required, enabling students to apply geotechniques to a variety of real-world situations.



The Geography concentration follows a more traditional curriculum in the discipline, training students to think spatially thus offering a set of unique skill sets to a variety of vocations. Among the requirements of this option is a field course, whereby students gain experiences of what it truly means to be a geographer. For both concentrations, students select a minor complementing the major.

## DEPARTMENT OF CHEMISTRY/PHYSICS

Professor, Adolph Linscheid Distinguished Teaching Professor, and Co-Chair Rutledge  
Professor and Co-Chair Myers  
Professors Weems, Williams  
Associate Professors Crittall, McInnes  
Assistant Professor Scott

The Department of Chemistry/Physics is comprised of two disciplines--Chemistry and Physics. The department offers Bachelor of Science degree programs with a major and a minor in each of these academic areas. Specific features of each program are detailed below.

### CHEMISTRY

The department of chemistry offers both a major and a minor in chemistry, a major in chemistry for teacher certification, and courses needed for those wishing to teach biology, chemistry, physics, physical science, or general science at the public school level. The department also functions as a support and service department for required courses in biology, nursing, environmental science, and allied health programs.

Additionally the department provides pre-professional studies for students pursuing medicine, engineering, pharmacy, veterinary medicine, physical therapy, and medical technology.

A quality program of study is made possible through small classes, opportunity for student/professor interaction, and the unique situation of having the Robert S. Kerr Environmental Protection Agency Groundwater Research Laboratory located in Ada, OK. Cooperative agreements with this governmental institution allow expanded opportunities for study, research, quality analytical instrumentation, and possible student employment while at ECU.

### CHEMISTRY PROGRAM

In compliance with the recommendations of the American Chemical Society for curricula in undergraduate chemical education, the department offers courses in all five major areas of chemistry: inorganic, analytical, organic, physical, and biochemistry.

### PHYSICS

Physics is one of the most fundamental and all-inclusive of the sciences. It is an attempt to understand the foundations of our universe through the study of motion, force, energy, sound, electricity, magnetism, thermodynamics, heat, light, and quantum mechanics. Physics students use advanced mathematics to solve challenging experimental or theoretical problems, so they often major in mathematics as well. The ability to analyze a problem and find the best possible solution is vital to success in many fields. As a result, physics graduates often work in such seemingly non-related areas as medicine, law, biology, business, or military science, as well as in engineering, mathematics, computer science, or industry.

In addition to the university's program of financial aid, the department provides positions for student workers. Several departmental scholarships are awarded annually, and the department participates in the LS-OKAMP program awarding scholarships and research stipends for qualifying minority students. Interested students should contact the Department Chairman for further information.

### PHYSICS PROGRAM

All physics students begin with Engineering Physics I and II and mathematics through Calculus II. Advanced courses are selected to prepare them for one of four main areas: employment in physics or engineering, graduate studies in physics or engineering, the teaching profession at the secondary level, or graduate studies in medical physics.

## DEPARTMENT OF ENVIRONMENTAL HEALTH SCIENCE

Professor and Chair Weirick  
Professor and Kerr Endowed Chair Sewell  
Professor Bohan

The primary objective of the Department of Environmental Health Science (EHS) is to prepare EHS majors to be highly competent environmental health practitioners and environmental scientists capable of successfully competing for professional positions or entering graduate programs.

The EHS program is one of 31 programs nationally accredited by The National Environmental Health Science and Protection Accreditation Council, and meets the requirements of a Bachelor of Science degree. The EHS student must complete a total of 55 hours of departmental core courses, including a supervised, professional internship in an approved off-campus environment. The internship will provide the student with the opportunity to integrate and synthesize their academic preparation with actual work experiences. The EHS student must also complete courses in biology, chemistry, physics and mathematics. A minor is advised, but not required.

EHS department faculty members are available to assist students in the preparation of applications for employment and/or graduate program admission. The EHS student should discuss these topics with their assigned faculty advisor prior to graduation. Communication with the faculty is important throughout the undergraduate's affiliation with the department.

### ENVIRONMENTAL HEALTH SCIENCE PROGRAM

The interdisciplinary program of Environmental Health Science prepares majors for professional employment in public health departments, private industries, state and federal environmental agencies, United States Public Health Service Commissioned Corps and private environmental consulting firms. The EHS graduate, at the B.S. level, is prepared for a professional career in areas such as: hazardous materials management, environmental program planning, industrial food safety, disease vector control, and toxicology. In addition, the EHS program prepares majors for a wide variety of graduate programs.

## DEPARTMENT OF FAMILY AND CONSUMER SCIENCES

Instructors Jones, Long

The Department of Family and Consumer Sciences offers a Bachelor of Science Degree with four concentrations: Retail Merchandising, Early Care, Family and Consumer Sciences Education, and General Family and Consumer Sciences. The Retail Merchandising option is designed to facilitate completion of courses preparatory to careers in the retail world. Required marketing classes and a ninety-hour internship help strengthen the student's professional preparation. The Early Care option prepares individuals for careers in the arena of early care and child development. The FCS Education option equips one to pursue teaching careers with sufficient expertise to meet certification requirements and successfully complete state competency tests. Continuing educational opportunities are available that provide for the renewal of teaching certificates. This option also prepares one for non-teaching positions in county extension service, industry, business, health care, and human services. The General FCS option prepares students for the same careers as the FCS Education option, with the exception of teaching.

Several courses in the Family and Consumer Sciences Department are concerned with strengthening family life and therefore are supportive electives for majors in psychology, sociology, and human resources. Service courses are provided for degree requirements in the Nursing, Early Childhood Education, and Kinesiology Departments. Nutrition is an optional general education class available to students majoring in any discipline. Lower-level departmental offerings are available to any ECU student.

Entering freshmen who are FCS majors are invited to apply to the Family and Consumer Sciences Department for the Trease Layton Academic Award. Scholarship grants for qualifying upperclassmen are available through the Francisco-Hatchett Endowment, Grace George Scholarship and Watson Centennial Family and Consumer Sciences Education Scholarship. The Grace Hyder Richmond Award is an annual monetary award given to the student judged by the FCS faculty to be the outstanding FCS senior. All majors, minors, and others interested in FCS are eligible for membership in the Student Association of Family and Consumer Sciences. Majors are eligible for membership in the Oklahoma Association of Family and Consumer Sciences and provided the opportunity to join the Phi Upsilon Omicron National Honor Society.

### FAMILY AND CONSUMER SCIENCES PROGRAM

A Bachelor of Science Degree with a major in Family and Consumer Sciences prepares a student for a career in one of three areas of concentration:

#### RETAIL MERCHANDISING CONCENTRATION

Prepares students for developing and managing the merchandising activities in different types of retail organizations, wholesale buying and selling, fashion design, and apparel construction.

#### EARLY CARE CONCENTRATION

The concentration in Early Care is an interdisciplinary program designed to prepare individuals for careers as early care education master teachers or program administrators, parent education instructors, early intervention instructors, program teachers for infants to school-age children and social services agents in child and family programs. The option is open only to individuals who have earned an associate's degree in child development or early childhood from a partnering community college.

## FAMILY AND CONSUMER SCIENCES EDUCATION CONCENTRATION

Prepares students for teaching Family and Consumer Sciences in school settings. Careers as community extension agents, 4-H leaders, nutritionist, child care professionals, test kitchen research, life style journalism, consumer affairs specialist, human service positions, and entrepreneurship are also available.

### GENERAL FAMILY AND CONSUMER SCIENCES CONCENTRATION

Prepares students for all the careers listed above with the exception of teaching. Courses in the department involve students in both lecture and laboratory experiences. Educational enrichment opportunities are available through field trips, practicums, internships, student teaching, conferences, seminars, and workshops. Graduates may pursue graduate studies, enter the labor force, or apply their family and consumer sciences education toward strengthening their personal and family life, and improving their communities. Family and Consumer Sciences is a multi-dimensional program that offers challenge, diversity, and opportunity.

## DEPARTMENT OF MATHEMATICS AND COMPUTER SCIENCE

Professor and Chair Ferdinand

Professor Walker

Assistant Professors Carley, Harper, Jacob, Lastrina, Lynam, Rhoden, Santmyer, Tarver, Wells

Instructor McClain

The Mathematics program offers three concentrations which leads to a Bachelor of Science degree. The curriculum is flexible and can be adapted to a variety of student interests. After completing one of the three concentrations, program graduates typically enter the job market as certified teachers of secondary school mathematics, actuarial trainees, applied mathematicians in business or industry; or pursue study in graduate school leading to advanced degrees in mathematics, statistics, computer science, finance, or management science. Some program graduates elect to pursue further study in a professional school such as law or medicine.

The Computer Science degree program is designed to prepare its graduates for technical careers in various software fields. Program graduates enjoy lucrative salaries and the opportunity to work on interesting and challenging projects upon employment in many of today's primary industries.

Computing facilities include powerful Linux-based and Windows-based terminals as well as graphics workstations. Department computers have internet access and are loaded with mathematical and statistical software packages for use in classroom teaching and student research. All four department computer laboratories are accessible during the regular and evening hours.

### MATHEMATICS PROGRAM

#### General Mathematics Concentration

The General Mathematics concentration provides preparation for the student who plans to enter a graduate program in mathematics. A student taking this concentration, in consultation with his or her advisor, should choose elective courses which meet the entrance requirements of the desired graduate program.

## Teacher Certification Concentration

The Teacher Certification Concentration, in conjunction with professional education courses, prepares the student for teaching mathematics at the secondary level.

## Applied Mathematics/ Pre-Actuary Concentration

The Applied Mathematics/ Pre-Actuary Concentration prepares the student for entry into the job market as an applied mathematician, an actuarial trainee, for a career in finance, or for entry into a graduate program in applied mathematics, actuarial science, statistics, finance or quantitative management science.

## COMPUTER SCIENCE PROGRAM

The curriculum has been designed using guidelines published by the Association of Computing Machinery (ACM). These courses will give the student excellent training in the scientific and technical areas of computing and also provide the preparation necessary to pursue graduate work in this field.

## DEPARTMENT OF NURSING

Professor and Chair Davis

Assistant Professor Calloway

Instructors Collins, Duley, Duran, Heck, Hyatt, Jordan, Kiker, Miller, Mowdy-Davidson, Newcomer, Ollila, Prentice, Saidleman,

Nursing is an exciting and rewarding profession and professional nurses are highly valued in today's health care system. Nurses are recognized for their skills, judgment and decision-making ability. Research has shown that there is a direct correlation between successful patient recovery and the number of baccalaureate nurses providing care. A baccalaureate degree in nursing from ECU is the stepping stone to an array of practice opportunities including advanced practice nursing, nursing education, middle- and upper-level management and advanced degrees. The ECU Department of Nursing is nationally recognized for its excellence in nursing education. ECU graduates are heavily recruited by health care facilities throughout the central plains and the southwest.

Enrolled nursing students are eligible for a number of grants and scholarships. Awards available through the nursing department include the Carlock Scholarship, the Nursing Alumni Award, the Pfeffer Award, the Francis W. and Elizabeth Schmelling Award and the ONA Region 6 Award. As nursing majors, students also become eligible for Physician's Manpower Training Awards, Indian Health Service Scholarships, and a number of awards/scholarships from Oklahoma and Texas hospitals. Financial Aid will provide a list of available assistance upon request. Also refer to the ECU Foundation website <https://www.ecok.edu/administration/foundation>.

The mission of the nursing program is an integral part of the overall mission of ECU. It includes offering a high quality baccalaureate nursing program to provide south central and southeast Oklahoma with accessible, professionally delivered nursing care. The goal of the program is to prepare students for the practice of professional nursing in a variety of settings and areas. For more information, please contact the Department of Nursing at ECU or contact the website at [ecok.edu/nursing](https://www.ecok.edu/nursing).

The Department of Nursing offers the Bachelor of Science with a major in Nursing degree to both pre-licensure (these are students who are not already registered nurses) and RN to BSN students at its three campus sites in Ada, Ardmore and Durant. Pre-licensure students complete an eight semester program leading to the degree of Bachelor of Science with a major in Nursing. Graduates who meet

the Oklahoma state requirements for licensure, including a clear criminal background check, are eligible to apply to write the National Council Licensing Examination for Registered Nurses (NCLEX-CAT, RN) to become a Registered Nurse. During the first three semesters in the major, students work toward completion of general education requirements and nursing support courses. Unlike most pre-licensure baccalaureate nursing programs that offer only four semesters of clinical courses, ECU has five semesters of clinical courses. Students apply for admission to the pre-licensure program at the beginning of the fall semester of their sophomore year. Admission decisions are based upon published criteria. A retention grade point average of at least 2.7/4.0 and grades of "C" or better in all prerequisite support courses and completion of at least 24 hours of the required support courses are required to be considered for admission. Scores on the pre-entrance HESI are part of the admission requirements\*. However, attainment of these minimum criteria does not guarantee admission to the clinical portion of the program. Students with high retention GPAs and grades of "B" or better in science courses are highly competitive. The five semesters of nursing courses place students in a variety of clinical areas under the supervision of highly qualified nursing faculty. During the final semester of the senior year, students work individually with a staff registered nurse in a preceptor experience. The program is taught over Oklahoma's ITV OneNet network to students enrolled at ECU's Nursing program at Southeastern in Durant and at ECU's Ardmore program.

RN to BSN students are licensed registered nurses with an associate degree or diploma in nursing who are interested in earning a Bachelor of Science with a major in nursing. The department recognizes registered nurses as self motivated adult learners who possess a base of knowledge and experience upon which to build additional knowledge and skills. Nursing courses are offered one or two nights per week and involve use of web enhanced learning and clinical experience. Students in this program are admitted every year in January and may complete required nursing courses in 12 months. RN to BSN applicants must be graduates of an ACEN accredited program; graduates of non-ACEN approved programs will be considered based on academic record. RN to BSN students must meet the same basic requirements as generic students; however, because of the many variations found in associate degree programs, it is strongly recommended that the student make an appointment with the department's RN to BSN Program Coordinator for individual evaluation of transcripts. Applicants must hold a valid license from the state in which they are practicing and a current license must be maintained throughout the student's RN to BSN degree program. RN to BSN students attend online and blended classes via ITV OneNet system at distant learning sites in Durant, Ardmore, McAlester and Idabel. The nursing program is approved by the Oklahoma Board of Nursing and fully accredited by the Accreditation Commission for Education in Nursing, Inc., 3343 Peachtree Rd. NE, Suite 850, Atlanta, GA 30326, phone (405) 975-5000.

## NURSING PROGRAM

A minimum of 124 credit hours are required for graduation. For pre-licensure students, most prerequisite courses must be completed before the beginning of the junior year. Some general education courses can be taken during the junior year, but because of the intensive clinical experiences that are taught during the senior year, it becomes challenging to schedule additional courses. Students should plan to complete their general education requirements during the first six semesters of the program. RN to BSN students receive transfer credit and advanced standing credit for up to 34 hours of previous nursing courses upon demonstration of knowledge and nursing competency. Because of the complex and integrated nature of the nursing curriculum, it is strongly recommended that students visit with a nursing advisor as soon as possible to plan their course of study. Students are required to make an appointment with their assigned nursing advisor before pre-enrolling each semester.

### Requirements for Admission to the Pre-Licensure Nursing Program

1. Proof of high school graduation or G.E.D. test.
2. A retention grade point average of at least 2.7 and completion of 24 credit hours of support/prerequisite courses and meeting benchmark on the pre-entrance HESI A2 examination.\*  
Recommendation of the Student Admissions and Progressions Committee and approval by a majority vote of the faculty.
3. A completed application including:
  - a. complete and up-to-date immunizations as required by the department;
  - b. a statement certifying that the applicant is able to perform the duties of a registered nurse as specified in the application;
  - c. and a statement that the student will have drug screens, background checks and sex offender searches, the results of which may impact eligibility for licensure\*;
  - d. malpractice insurance;
  - e. proof of CPR Certification which includes infant, child, adult and AEDs;
  - f. complete background check as specified by the Department of Nursing.

Attainment of the basic requirements for admission to the nursing program does not guarantee admission to the program. The number of applicants accepted is based on an average student-faculty ratio of 10:1 and the availability of appropriate clinical experiences.

The procedure for admission to the program is as follows:

1. The student obtains an application packet from the Nursing Department Secretary or online.
2. The student completes and returns a completed application by the due date. Late applications are not accepted.
3. The completed application is forwarded to the Student Admission and Progression Committee during the fall semester, preceding the spring semester in which the student wishes to enter the sophomore level nursing courses.
4. The Student Admission, Retention and Progression Committee reviews all admission applications and makes provisional admission recommendations to the faculty.
5. The faculty makes the final decision regarding provisional admission and the student will then be notified by mail of their provisional status.

### Requirements for Admission to the RN to BSN Nursing Program

1. Have a retention grade point average of at least a 2.5 on a 4.0 scale.
2. Submit a completed online application from the Department of Nursing website.
3. Completed application is forwarded to the Department's Student Admission, Retention and Progression (SARP) Committee during the fall semester.
4. SARP Committee reviews applications and makes recommendations to the Department of Nursing faculty who make the final decision.
5. Applicants will be notified of their status. Applicants must hold a valid license from the state in which they are practicing and a current license must be maintained throughout the student's RN to BSN degree program.
6. Students will finalize clinical requirements, such as immunizations, malpractice and CPR records during NRSG 3333 Contemporary Professional Nursing.

\* Pending approval



**BIOLOGY****Bachelor of Science****Major Code -- 0040**

<b>I. General Education (45 HOURS)</b>	
<i>11 hours (BIOL 1214, CHEM 1114, and MATH 1513) counted in the Major</i>	
Other hours needed	<b>34</b>
<b>II. Major in Biology</b>	<b>40</b>
<b>A. Required General Education</b>	<b>4</b>
BIOL 1214 General Botany	
<b>B. Required in the Biology Major</b>	<b>16</b>
BIOL 1314 General Zoology	
BIOL 3434 Genetics	
BIOL 4313 Cell and Molecular Biology	
BIOL 4414 Ecology	
BIOL 4881 Biology Senior Seminar	
<b>C. Required Electives</b>	<b>20</b>
Twenty hours elective courses in Biology with a minimum of 15 hours in 3000-4000 level courses (not BIOL 1114, 4473, 4513, 4713)	
<b>III. Related Work</b>	<b>23-25</b>
<b>A. Required General Education</b>	<b>7-9</b>
CHEM 1114 General Chemistry I	
MATH 1513 College Algebra <b>OR</b>	
MATH 2825 Calculus and Analytic Geometry I	
<b>B. Required Related Work</b>	<b>16</b>
CHEM 1214 General Chemistry II	
CHEM 3114 Organic Chemistry I	
PHYS 1114 General Physics I	
PHYS 1214 General Physics II	
<b>C. Recommended Related Work</b>	
Related work recommended: foreign language & computer science	
<b>IV. Minor (Required)</b>	<b>16-21</b>
The minor with the Biology major may be selected by the student from minors whose majors lead to either BS or BA degrees.	
<b>V. Electives</b>	<b>4-11</b>
<b>VI. Total Hours Required</b>	<b>124</b>

**VII. Special Requirements**

“Teachers” or “methods” courses do not count in the major.

With departmental approval, students may omit MATH 1513 and begin with MATH 2825.

The OSRHE computer proficiency graduation requirement will be met through completion of one of the courses in the institution’s general education computer literacy option (including equated or substituted courses) or testing out of the challenge exam for one of these courses (all courses may not have challenge exams), **OR** successful completion of an associate of arts or associate of science degree at an Oklahoma two-year college in which the computer skills requirement was met. Satisfaction of this requirement may not reduce or remove any program requirements.

A pre-medicine or pre-dentistry student may earn the bachelor of science degree by completing three years of work in the bachelor of science degree program and one year in a professional school. Complete information may be obtained by request from the ECU Office of Admissions and Records.

Students beginning at East Central University in the fall 2007 semester or later who have earned less than sixty-four semester hours are required to take two classes with a designated service-learning component. Students transferring to ECU for the first time in the fall 2007 semester or later with sixty-four or more semester hours will be required to take one class with a service-learning component.

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**Minor in Biology - 040A**

BIOL 1214 General Botany

BIOL 1314 General Zoology

A minimum of 11 hours of approved Biology courses (not BIOL 1114, 4473, 4513, 4713, 4881)

**Minimum Total Hours****19**

“Teachers” or “methods” courses may not be counted in the minor.



**BIOLOGY**  
**Clinical Laboratory Scientist Concentration**  
**Bachelor of Science**

Major Code -- 004A

<b>I. General Education (45 HOURS)</b>		<b>V. Electives</b>	<b>10-12</b>
<i>11 hours (BIOL 1314, CHEM 1114, and MATH 1513) counted in the Major</i>		<b>VI. Total Hours Required</b>	<b>124</b>
<b>Other hours needed</b>	<b>34</b>	<b>VII. Special Requirements</b>	
<b>II. Major in Biology-Clinical Laboratory Scientist</b>	<b>59</b>	With departmental approval, students may omit MATH 1513 and begin with MATH 2825.	
<b>A. Required General Education</b>	<b>4</b>	The OSRHE computer proficiency graduation requirement will be met through completion of one of the courses in the institution's general education computer literacy option (including equated or substituted courses) or testing out of the challenge exam for one of these courses (all courses may not have challenge exams), <u>OR</u> successful completion of an associate of arts or associate of science degree at an Oklahoma two-year college in which the computer skills requirement was met. Satisfaction of this requirement may not reduce or remove any program requirements.	
BIOL 1314 General Zoology		Students beginning at East Central University in the fall 2007 semester or later who have earned less than sixty-four semester hours are required to take two classes with a designated service-learning component. Students transferring to ECU for the first time in the fall 2007 semester or later with sixty-four or more semester hours will be required to take one class with a service-learning component.	
<b>B. Required in Biology CLS Major</b>	<b>55</b>		
BIOL 2184 Human Anatomy			
BIOL 2345 General Microbiology			
BIOL 3434 Genetics			
BIOL 3634 Human Physiology			
BIOL 3654 Histology			
BIOL 3683 Immunology			
BIOL 4881 Biology Senior Seminar			
MEDTE 4117 Clinical Microbiology			
MEDTE 4125 Clinical Chemistry I			
MEDTE 4236 Clinical Hematology			
MEDTE 4246 Clinical Immunology/Immunohematology			
MEDTE 4325 Clinical Chemistry II			
MEDTE 4351 Topics in Medical Technology			
<b>III. Related Work</b>	<b>19-21</b>		
<b>A. Required General Education</b>	<b>7-9</b>		
CHEM 1114 General Chemistry I			
MATH 1513 College Algebra <b>OR</b>			
MATH 2825 Calculus and Analytic Geometry I			
<b>B. Required Related Work</b>	<b>12</b>		
CHEM 1214 General Chemistry II			
CHEM 3114 Organic Chemistry I			
CHEM 4213 Biochemistry			
CHEM 4221 Biochemistry Lab			
<b>IV. Minor (Not Required)</b>			

**BIOLOGY**  
**Molecular Biology Concentration**  
**Bachelor of Science**

Major Code -- 0049

<p><b>I. General Education (45 HOURS)</b></p> <p><i>11 hours (BIOL 1214 or 1314, CHEM 1114, and MATH 1513) counted in the Major</i></p> <p><b>Other hours needed</b> <span style="float: right;"><b>34</b></span></p>	<p><b>C. Recommended Molecular Biology Electives</b> Choose from the following:</p> <p>BIOL 2184 Human Anatomy            BIOL 3245 Comparative Vertebrate Anatomy            BIOL 3654 Histology            CHEM 4114 Organic Chemistry II            CHEM 4213 Biochemistry            CHEM 4221 Biochemistry Lab            EHS 3114 Epidemiology            MATH 2825 Calculus and Analytic Geometry I            PHYS 1214 General Physics II            PHYS 3322 Medical Physics</p>
<p><b>II. Concentration in Molecular Biology</b> <span style="float: right;"><b>43</b></span></p> <p><b>A. Required General Education (Choose one)</b> <span style="float: right;"><b>4</b></span>            BIOL 1214 General Botany <b>OR</b>            BIOL 1314 General Zoology</p> <p><b>B. Required in Molecular Biology Concentration</b> <span style="float: right;"><b>33</b></span>            BIOL 2243 Introduction to Biotechnology            BIOL 2345 General Microbiology            BIOL 3434 Genetics            BIOL 3553 Genomics and Bioinformatics            BIOL 3634 Human Physiology            BIOL 4313 Cell and Molecular Biology            BIOL 4545 Advanced Molecular Biology            BIOL 4765 Molecular Genetics            BIOL 4881 Biology Senior Seminar</p> <p><b>C. Required Electives</b> <span style="float: right;"><b>6</b></span>            Select 6 hours from the following:            BIOL 2773 Forensic Biology            BIOL 3013 Research Methods and Bioethics            BIOL 3683 Immunology            BIOL 4113 Vertebrate Embryology</p>	<p><b>IV. Minor (Required)</b> <span style="float: right;"><b>16-21</b></span></p> <p>The minor with the Biology major may be selected by the student from minors whose majors lead to either BS or BA degrees.</p> <p><b>V. Electives</b> <span style="float: right;"><b>0-6</b></span></p> <p><b>VI. Total Hours Required</b> <span style="float: right;"><b>124</b></span></p> <p><b>VII. Special Requirements</b></p> <p>With departmental approval, students may omit MATH 1513 and begin with MATH 2825.</p> <p>The OSRHE computer proficiency graduation requirement will be met through completion of one of the courses in the institution's general education computer literacy option (including equated or substituted courses) or testing out of the challenge exam for one of these courses (all courses may not have challenge exams), <u>OR</u> successful completion of an associate of arts or associate of science degree at an Oklahoma two-year college in which the computer skills requirement was met. Satisfaction of this requirement may not reduce or remove any program requirements.</p> <p>Students beginning at East Central University in the fall 2007 semester or later who have earned less than sixty-four semester hours are required to take two classes with a designated service-learning component. Students transferring to ECU for the first time in the fall 2007 semester or later with sixty-four or more semester hours will be required to take one class with a service-learning component.</p>
<p><b>III. Related Work</b> <span style="float: right;"><b>25-27</b></span></p> <p><b>A. Required General Education</b> <span style="float: right;"><b>7-9</b></span>            CHEM 1114 General Chemistry I            MATH 1513 College Algebra <b>OR</b>            MATH 2825 Calculus and Analytic Geometry I</p> <p><b>B. Required Related Work</b> <span style="float: right;"><b>18</b></span>            CHEM 1214 General Chemistry II            CHEM 3114 Organic Chemistry I            PHYS 1114 General Physics I</p> <p>Choose one of the following:            EHS 3703 Biostatistics and Environ Calculations            MATH 2213 Intro to Probability and Statistics            SOC 3833 Statistics for Social Sciences</p> <p>Choose one of the following:            MATH 1713 Trigonometry            MATH 3583 Applied Statistics</p>	

**BIOLOGY**  
**Teacher Certification Concentration**  
**Bachelor of Science**

Major Code -- 0041

<p><b>I. General Education (45 HOURS)</b></p> <p><i>17 hours (BIOL 1214, CHEM 1114, COMM 1113, MATH 1513, and PSYCH 1113) counted in the Major</i></p> <p><i>Demonstrate novice high competency in a foreign language or complete a Foreign Language or American Sign Language course with a C or higher.</i></p> <p><b>Other hours needed</b> <span style="float: right;"><b>28</b></span></p>	<p><b>IV. Minor</b></p> <p>Professional Education is used as the minor and no other minor is required.</p>
<p><b>II. Major in Biology-Teacher Certification</b> <span style="float: right;"><b>30</b></span></p> <p><b>A. Required General Education</b> <span style="float: right;"><b>4</b></span>            BIOL 1214 General Botany</p> <p><b>B. Required in Biology-Teacher Certification</b> <span style="float: right;"><b>23</b></span>            B/C/P 4113 Meth Tchg Biol &amp; PhySc            BIOL 1314 General Zoology            BIOL 2184 Human Anatomy            BIOL 3434 Genetics            BIOL 3634 Human Physiology            BIOL 4414 Ecology</p> <p><b>C. Required Biology Electives</b> <span style="float: right;"><b>3</b></span>            Three hours biology electives (above BIOL 1314, not 4881)</p>	<p><b>V. Professional Education</b> <span style="float: right;"><b>30</b></span></p> <p>For course requirements see Professional Education.</p> <p><b>VI. Total Hours Required</b> <span style="float: right;"><b>124-126</b></span></p> <p><b>VII. Special Requirements</b></p> <p>With departmental approval, students may omit MATH 1513 and begin with MATH 2825.</p> <p>The OSRHE computer proficiency graduation requirement will be met through the completion of the courses EDUC 4611 Field Experience III and EDUC 4632 Education Technology (including equated or substituted courses), both of which are required courses in the professional education sequence.</p> <p>Students beginning at East Central University in the fall 2007 semester or later who have earned less than sixty-four semester hours are required to take two classes with a designated service-learning component. Students transferring to ECU for the first time in the fall 2007 semester or later with sixty-four or more semester hours will be required to take one class with a service-learning component.</p>
<p><b>III. Related Work</b> <span style="float: right;"><b>36-38</b></span></p> <p><b>A. Required General Education</b> <span style="float: right;"><b>13-15</b></span>            CHEM 1114 General Chemistry I            COMM 1113 Fundamentals of Human Comm            MATH 1513 College Algebra <b>OR</b>            MATH 2825 Calculus and Analytic Geometry I            PSYCH 1113 General Psychology</p> <p><b>B. Required Related Work</b> <span style="float: right;"><b>16</b></span>            CHEM 1214 General Chemistry II            PHYS 1114 General Physics I            PHYS 1214 General Physics II            PHYS 1314 Astronomy</p> <p><b>C. Related Work Electives</b> <span style="float: right;"><b>7</b></span>            Select one of the following:            CHEM 1314 General Organic and Biochemistry            CHEM 3114 Organic Chemistry I            CHEM 3214 Quantitative Analysis I  <b>AND</b>            Three hours Earth Science electives</p>	

**CARTOGRAPHY**  
**Geography Concentration**  
**Bachelor of Science**

Major Code -- 0481

<b>I. General Education (45 HOURS)</b>  <i>16 hours (CMPSC 1113 or 1513, GEOG 1113, GEOG 1214, GEOG 2513, and one of the following: FREN 1113, GER 1113, LATIN 1113, RUSS 1113, or SPAN 1113) counted in the Major</i>  Other hours needed <span style="float: right;">29</span>  Includes recommended math course - MATH 1413	<b>IV. Minor (Required)</b> <span style="float: right;">16-21</span> Select a minor to compliment the student's career objectives. Neither the geography or cartography minor may be selected with this major.
<b>II. Concentration in Geography</b> <span style="float: right;">40</span>	<b>V. Electives</b> <span style="float: right;">22-27</span>
<b>A. Required in General Education</b> <span style="float: right;">10</span> GEOG 1113 Elements of Human Geography GEOG 1214 Earth Science GEOG 2513 World Regional Geography	<b>VI. Total Hours Required</b> <span style="float: right;">124</span>
<b>B. Required for Concentration in Geography</b> <span style="float: right;">24</span> CARTO 2253 Elements of Cartography CARTO 2713 Elem of Data Coll & Fld Stdy GEOG 3213 Conservation of Natural Resources GEOG 3223 Geography in Oklahoma GEOG 3323 Economic Geography GEOG 3613 Field Studies in Regional Geography GECAR 3233 Geospatial Research Design and Analysis GECAR 4653 Senior Capstone Projects	<b>VII. Special Requirements</b>  "Teachers" or "methods" courses do not count in the major.  The OSRHE computer proficiency graduation requirement will be met through completion of CMPSC 1113 or 1513 (including equated or substituted courses), or testing out of the challenge exam for this course, <u>OR</u> successful completion of an associate of arts or associate of science degree at an Oklahoma two-year college in which the computer skills requirement was met. Satisfaction of this requirement may not reduce or remove any program requirements.  Students beginning at East Central University in the fall 2007 semester or later who have earned less than sixty-four semester hours are required to take two classes with a designated service-learning component. Students transferring to ECU for the first time in the fall 2007 semester or later with sixty-four or more semester hours will be required to take one class with a service-learning component.
<b>C. Required Electives</b> <span style="float: right;">6</span> Upper level courses in CARTO/GECAR/GEOG/GESOC	
<b>III. Related Work</b> <span style="float: right;">12</span>	
<b>A. Required General Education</b> <span style="float: right;">6</span> CMPSC 1113 Computer Programming I <b>OR</b> CMPSC 1513 Computer Literacy One three hour elementary language (C3 General Education) course	
<b>B. Required Related Work</b> <span style="float: right;">6</span> One of the following: ENG 3183 Technical & Professional Writing ENG 3193 Persuasive Writing & Logic  One of the following: BSEC 2603 Business and Economic Statistics EHS 3703 Biostatistics MATH 2213 Intro to Probability & Statistics PSYCH 3833 Behavioral Science Statistics SOC 3833 Statistics for Social Sciences	

**CARTOGRAPHY**  
**Geotechniques Concentration**  
**Bachelor of Science**

Major Code -- 0480

<p><b>I. General Education (45 HOURS)</b></p> <p><i>16 hours (CMPSC 1113, GEOG 1113, GEOG 1214, GEOG 2513, and MATH 1513) counted in the Major</i></p> <p>Other hours needed <span style="float: right;">29</span></p>	<p><b>IV. Minor (Required)</b> <span style="float: right;">16-21</span></p> <p>Select a minor to compliment the student's career objectives. Neither the geography or cartography minor may be selected with this major.</p>
<p><b>II. Concentration in Geotechniques</b> <span style="float: right;">43</span></p> <p><b>A. Required in General Education</b> <span style="float: right;">10</span></p> <p>GEOG 1113 Elements of Human Geography  GEOG 1214 Earth Science  GEOG 2513 World Regional Geography</p> <p><b>B. Required for Conc. in Geotechniques</b> <span style="float: right;">27</span></p> <p>CARTO 2253 Elements of Cartography  CARTO 2713 Elem of Data Coll &amp; Fld Stdy  CARTO 3613 Advanced Cartography  CARTO 3753 Aerial Photography and Remote Sensing  CARTO 3953 Intro to Geographic Info Systems  CARTO 4753 Advanced Remote Sensing  CARTO 4953 Advanced Geog Info Systems  GECAR 3233 Geospatial Research Design and Analysis  GECAR 4653 Senior Capstone Projects</p> <p><b>C. Required Electives</b> <span style="float: right;">6</span></p> <p>Courses in CARTO/GECAR/GEOG/GESOC, at least 3 hours of which must be upper level</p>	<p><b>V. Electives</b> <span style="float: right;">17-24</span></p> <p><b>VI. Total Hours Required</b> <span style="float: right;">124</span></p> <p><b>VII. Special Requirements</b></p> <p>“Teachers” or “methods” courses do not count in the major.</p> <p>With departmental approval students may omit MATH 1513 and begin with MATH 2825.</p> <p>The OSRHE computer proficiency graduation requirement will be met through completion of CMPSC 1113 (including equated or substituted courses), or testing out of the challenge exam for this course, <u>OR</u> successful completion of an associate of arts or associate of science degree at an Oklahoma two-year college in which the computer skills requirement was met. Satisfaction of this requirement may not reduce or remove any program requirements.</p> <p>Students beginning at East Central University in the fall 2007 semester or later who have earned less than sixty-four semester hours are required to take two classes with a designated service-learning component. Students transferring to ECU for the first time in the fall 2007 semester or later with sixty-four or more semester hours will be required to take one class with a service-learning component.</p>
<p><b>III. Related Work</b> <span style="float: right;">12-14</span></p> <p><b>A. Required General Education</b> <span style="float: right;">6-8</span></p> <p>CMPSC 1113 Computer Programming I  MATH 1513 College Algebra <b>OR</b>  MATH 2825 Calculus and Analytic Geometry I</p> <p><b>B. Required Related Work</b> <span style="float: right;">6</span></p> <p>One of the following:  ENG 3183 Technical &amp; Professional Writing  ENG 3193 Persuasive Writing &amp; Logic</p> <p>One of the following:  BSEC 2603 Business and Economic Statistics  EHS 3703 Biostatistics  MATH 2213 Intro to Probability &amp; Statistics  PSYCH 3833 Behavioral Science Statistics  SOC 3833 Statistics for Social Sciences</p>	<hr/> <p style="text-align: center;"><b>Minor in Cartography - 480A</b></p> <p>GEOG 1214 Earth Science  CARTO 2253 Elements of Cartography  CARTO 3753 Aerial Photo &amp; Remote Sensing <b>OR</b>  CARTO 3953 Intro to Geographic Info Systems  Nine (9) Hours Cartography Electives</p> <p><b>Minimum Total Hours</b> <span style="float: right;">19</span></p> <p>“Teachers” or “methods” courses do not count in the minor.</p> <p style="text-align: center;"><b>Minor in Geography - 170A</b></p> <p>GEOG 1113 Elements of Human Geography  GEOG 1214 Earth Science  CARTO 2253 Elements of Cartography  Nine (9) Hours Geography or Cartography Electives, with a minimum of three (3) hours listed as GEOG or GESOC</p> <p><b>Minimum Total Hours</b> <span style="float: right;">19</span></p> <p>“Teachers” or “methods” courses do not count in the minor.</p>



## CHEMISTRY

## Bachelor of Science

Major Code -- 0100

<b>I. General Education (45 HOURS)</b>		<b>V. Electives</b>	<b>7-20</b>
<i>11 hours (BIOL 1214 or 1314, CHEM 1114 and MATH 1513) counted in the Major</i>		<b>VI. Total Hours Required</b>	<b>124</b>
<b>Other hours needed</b>	<b>34</b>	<b>VII. Special Requirements</b>	
<b>II. Major in Chemistry</b>	<b>32</b>	“Teachers” or “methods” courses do not count in the major.	
<b>A. Required General Education</b>	<b>4</b>	With departmental approval, students may omit MATH 1513 and MATH 1713 and begin with MATH 2825.	
CHEM 1114 General Chemistry I		The OSRHE computer proficiency graduation requirement will be met through completion of one of the courses in the institution’s general education computer literacy option (including equated or substituted courses) or testing out of the challenge exam for this course, <u>OR</u> successful completion of an Associate of Arts or Associate of Science degree at an Oklahoma two-year college in which the computer skills requirement was met. Satisfaction of this requirement may not reduce or remove any program requirements.	
<b>B. Required in the Chemistry Major</b>	<b>24</b>	Students beginning at East Central University in the fall 2007 semester or later who have earned less than sixty-four semester hours are required to take two classes with a designated service-learning component. Students transferring to ECU for the first time in the fall 2007 semester or later with sixty-four or more semester hours will be required to take one class with a service-learning component.	
CHEM 1214 General Chemistry II			
CHEM 3114 Organic Chemistry I			
CHEM 3214 Quantitative Analysis I			
CHEM 3484 Instrumental Analysis			
CHEM 4114 Organic Chemistry II			
CHEM 4514 Physical Chemistry I			
<b>C. Required Chemistry Electives</b>	<b>4</b>		
Select one of the following:			
CHEM 4414 Advanced Inorganic Chemistry			
CHEM 4614 Physical Chemistry II			
<b>III. Related Work</b>	<b>22-30</b>		
<b>A. Required General Education</b>	<b>4-7</b>		
MATH 1513 College Algebra			
Select one of the following:			
BIOL 1214 General Botany			
BIOL 1314 General Zoology			
<b>B. Required Related Work</b>	<b>18-23</b>		
PHYS 1114 General Physics I <b>OR</b>			
PHYS 2115 Engineering Physics I			
PHYS 1214 General Physics II <b>OR</b>			
PHYS 2225 Engineering Physics II			
MATH 1713 Trigonometry			
MATH 2825 Calculus & Analytic Geometry I			
MATH 3025 Calculus & Analytic Geometry II			
<b>C. Recommended Related Work</b>			
Geology, additional physics, biology (not BIOL 1114), and computer science			
<b>IV. Minor (Required)</b>	<b>16-21</b>		
The minor with the chemistry major must be biology, environmental health science, mathematics or physics.			
		<b>Minor in Chemistry - 100A</b>	
		CHEM 1114 General Chemistry I	
		CHEM 1214 General Chemistry II	
		CHEM 3114 Organic Chemistry I	
		Select one of the following:	
		CHEM 3214 Quantitative Analysis I	
		CHEM 3484 Instrumental Analysis	
		CHEM 4114 Organic Chemistry II	
		CHEM 4213 Biochemistry & CHEM 4221 Biochemistry Lab	
		CHEM 4414 Advanced Inorganic Chemistry	
		CHEM 4514 Physical Chemistry I	
		<b>Minimum Total Hours</b>	<b>16</b>
		“Teachers” or “methods” courses do not count toward the minor.	

**CHEMISTRY**  
**Teacher Certification Concentration**  
**Bachelor of Science**

Major Code -- 0101

<p><b>I. General Education (45 HOURS)</b></p> <p><i>17 hours (BIOL 1214, CHEM 1114, COMM 1113, MATH 1513, and PSYCH 1113) counted in the Major</i></p> <p><i>Demonstrate novice high competency in a foreign language or complete a Foreign Language or American Sign Language course with a C or higher.</i></p> <p><b>Other hours needed</b> <span style="float: right;"><b>28</b></span></p>	<p><b>IV. Minor</b></p> <p>Professional Education is used as the minor and no other minor is required.</p> <p><b>V. Professional Education</b> <span style="float: right;"><b>30</b></span></p> <p>For course requirements see Professional Education.</p> <p><b>VI. Total Hours Required</b> <span style="float: right;"><b>129-131</b></span></p> <p><b>VII. Special Requirements</b></p> <p>With departmental approval, students may omit MATH 1513 and begin with MATH 2825.</p> <p>The OSRHE computer proficiency graduation requirement will be met through the completion of the courses EDUC 4611 Field Experience III and EDUC 4632 Education Technology (including equated or substituted courses), both of which are required courses in the professional education sequence.</p> <p>Students beginning at East Central University in the fall 2007 semester or later who have earned less than sixty-four semester hours are required to take two classes with a designated service-learning component. Students transferring to ECU for the first time in the fall 2007 semester or later with sixty-four or more semester hours will be required to take one class with a service-learning component.</p>
<p><b>II. Major in Chemistry-Teacher Certification</b> <span style="float: right;"><b>30</b></span></p> <p><b>A. Required General Education</b> <span style="float: right;"><b>4</b></span></p> <p>CHEM 1114 General Chemistry I</p> <p><b>B. Required in the Chemistry-Teacher Certification</b> <span style="float: right;"><b>19</b></span></p> <p>B/C/P 4113 Meth Tchg Biol &amp; PhySc</p> <p>CHEM 1214 General Chemistry II</p> <p>CHEM 3114 Organic Chemistry I</p> <p>CHEM 3214 Quantitative Analysis</p> <p>CHEM 4114 Organic Chemistry II</p> <p><b>C. Required Chemistry Electives</b> <span style="float: right;"><b>7</b></span></p> <p>Seven hours chemistry electives</p> <p><b>III. Related Work</b> <span style="float: right;"><b>41-43</b></span></p> <p><b>A. Required General Education</b> <span style="float: right;"><b>13-15</b></span></p> <p>BIOL 1214 General Botany</p> <p>COMM 1113 Fundamentals of Human Comm</p> <p>MATH 1513 College Algebra <b>OR</b></p> <p>MATH 2825 Calculus and Analytic Geometry I</p> <p>PSYCH 1113 General Psychology</p> <p><b>B. Required Related Work</b> <span style="float: right;"><b>28</b></span></p> <p>BIOL 1314 General Zoology</p> <p>BIOL 2184 Human Anatomy</p> <p>BIOL 3634 Human Physiology</p> <p>GEOG 1214 Earth Science</p> <p>PHYS 1114 General Physics I</p> <p>PHYS 1214 General Physics II</p> <p>PHYS 1314 Astronomy</p>	

**COMPUTER SCIENCE****Bachelor of Science****Major Code -- 0510****I. General Education (45 Hours)***6 hours (CMPSC 1113 and MATH 1513) counted in the Major***Other hours needed 36-39**  
**COMM 1113 may be used as related work.****II. Major in Computer Science 39****A. Required General Education 3**  
CMPSC 1113 Computer Programming I**B. Required in Computer Science Major 21**  
CMPSC 1133 Computer Programming II  
CMPSC 3113 Operating Systems  
CMPSC 3613 Computer Architecture  
CMPSC 3943 Software Design & Development  
CMPSC 4213 Data Base Design  
CMPSC 4473 Theory of Programming Languages  
CPSMA 2923 Data Struct & Algorithm Analy**C. Required Electives 15**  
One of the following:  
CMPSC 2213 Computer Languages (Language named in title listing)  
CMPSC 2323 Internet Programming  
CMPSC 3313 Adv Computer Language (Subject named in title listing)Two of the following:  
CMPSC 3213 Org of Programming Languages  
CMPSC 3233 Linux Tools  
CMPSC 3543 Object Oriented Programming  
CMPSC 4223 Unix System Administration  
CMPSC 4983 Seminar: (thesis or project)Six hours from the following:  
CPSMA 3933 Operations Research  
CPSMA 4413 Numerical Methods  
Department approved electives which may include unused classes from Section II.C.**III. Related Work 11-18****A. Required Related Work 3-9**  
CPSMA 3913 Discrete Mathematics  
MATH 1513 College Algebra  
MATH 1713 Trigonometry**B. Required Related Electives 8-9**One of the following:  
MATH 2825 Calculus & Analytic Geometry I **OR**  
MATH 2613 Calculus for Bus, Life & Soc SciIf MATH 2613 is taken, then choose **EITHER**  
MATH 2213 Intro to Prob & Statistics **OR**  
BSEC 2603 Business & Economic StatisticsOne of the following:  
BUCOM 3133 Bus Communic & Report Writing  
COMM 1113 Fundamentals of Human Comm  
COMM 2253 Communication in the Workplace  
ENG 3183 Technical Writing**IV. Minor (Required) 16-21****V. Electives 7-22****VI. Total Hours Required 124****VII. Special Requirements**

With departmental approval, students may omit MATH 1513 and MATH 1713 and begin with MATH 2825.

The OSRHE computer proficiency graduation requirement will be met through completion of the degree program.

Students beginning at East Central University in the fall 2007 semester or later who have earned less than sixty-four semester hours are required to take two classes with a designated service-learning component. Students transferring to ECU for the first time in the fall 2007 semester or later with sixty-four or more semester hours will be required to take one class with a service-learning component.

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**Minor in Computer Science - 640A**CMPSC 1113 Computer Programming I  
CMPSC 1133 Computer Programming II  
CPSMA 2923 Data Struct & Algorithm Analy  
Nine hours elective computer science courses**Minimum Total Hours 18**

**ENVIRONMENTAL HEALTH SCIENCE****Bachelor of Science****Major Code -- 0160****I. General Education (45 HOURS)**

14 hours (BIOL 1214 or 1314, CMPSC 1513, EHS 1114 and MATH 1513) counted in the Major

Other hours needed 31

**II. Major in Env Health Science 55**

**A. Required in General Education 4**  
EHS 1114 Intro to Environmental Health Science

**B. Required in Environmental Health Science 42**  
EHS 2313 Solid & Hazardous Waste Mgmt  
EHS 2613 Industrial Hygiene  
EHS 3114 Epidemiology  
EHS 3153 Environmental Health Admin  
EHS 3553 Water Quality and Treatment  
EHS 3603 Air Quality  
EHS 3703 Biostatistics  
EHS 3803 Environmental Toxicology  
EHS 4143 Food Hygiene & Consumer Protection  
EHS 4203 Community Health  
EHS 4703 Environmental & Risk Assessment  
EHS 4802 Environmental Health Laboratory  
EHS 4946 Field Experience in Env Health

**C. Required Electives - Technical Areas 9**  
9 hours from the following: (No more than 3 hours of credit in EHS 4991-4 may be used to meet the 9 hour requirement)  
EHS 2223 Watershed Management  
EHS 2413 Radiologic Health  
EHS 2713 Environmental Economics  
EHS 3543 Water Resources  
EHS 4113 Institutional Environmental Health  
EHS 4553 Environmental and Organic Chemistry  
EHS 4981-4 Seminar in Environmental Science  
(Subject named in title listing)  
EHS 4991-4 Individual Studies in Env Science  
(Subject named in title listing)

**III. Related Work 31-33**

**A. Required General Education 10-12**  
CMPSC 1513 Computer Literacy  
MATH 1513 College Algebra **OR**  
MATH 2825 Calculus and Analytic Geometry I

One of the following:

BIOL 1214 General Botany  
BIOL 1314 General Zoology

**B. Required Related Work 21**  
BIOL 2345 General Microbiology  
CHEM 1114 General Chemistry I  
CHEM 1214 General Chemistry II  
CHEM 1314 General Organic and Biochemistry  
PHYS 1114 General Physics I

**IV. Minor (Not Required)**

**V. Electives 5-7**

**VI. Total Hours Required 124**

**VII. Special Requirements**

“Teachers” or “methods” courses may not be counted in major.

With departmental approval, students may omit MATH 1513 and begin with MATH 2825.

The OSRHE computer proficiency graduation requirement will be met through completion of CMPSC 1513 (including equated or substituted courses), or testing out of the challenge exam for this course, **OR** successful completion of an associate of arts or associate of science degree at an Oklahoma two-year college in which the computer skills requirement was met. Satisfaction of this requirement may not reduce or remove any program requirements.

Students beginning at East Central University in the fall 2007 semester or later who have earned less than sixty-four semester hours are required to take two classes with a designated service-learning component. Students transferring to ECU for the first time in the fall 2007 semester or later with sixty-four or more semester hours will be required to take one class with a service-learning component.

**Minor in Environmental Health Science - 160A**

EHS 1114 Intro to Env Health Science  
EHS 2313 Solid & Hazardous Waste Mgmt  
12 Hours approved electives in Env Health Science

**Minimum Total Hours 19**

“Teachers” or “methods” courses may not be counted in minor.

**FAMILY AND CONSUMER SCIENCES****Retail Merchandising Concentration****Bachelor of Science****Major Code -- 0241****I. General Education (45 HOURS)***6 hours (ECON 2003 and FCS 1513) counted in the Major***Other hours needed 39****II. Concentration in Retail Merchandising 60****A. Required in General Education 6**ECON 2003 Principles of Macroeconomics  
FCS 1513 Nutrition**B. Required Core Courses 12**FCS 1113 Basic Construction Techniques  
FCS 1213 Textiles  
FCS 1523 Careers in Family & Consumer Sci  
FCS 4213 Family Relationships**C. Required Concentration 39**ART 1113 Fundamentals of Art  
FCS 2193 Retail Merchandising  
FCS 3013 Consumer Buying  
FCS 3313 Merchandise Buying  
FCS 3413 Design, Wardrobe & Image Analysis  
FCS 3623 Retail Fashion Promotion  
FCS 3813 Fashion Merchandising Internship  
FCS 4013 Visual Merchandising  
FCS 4113 Intermediate Construction Techniques  
MKTG 3313 Principles of Marketing  
MKTG 3353 Retailing and eBusiness Mgmt  
MKTG 3423 Integrated Marketing Comm  
MKTG 3813 Professional Selling**D. Required Electives 3**

Three hours elective Family &amp; Consumer Sciences (3000-4000)

**III. Minor (Not Required)****IV. Electives 25****V. Total Hours Required 124****VI. Special Requirements**

"Teachers" or "methods" courses may not be counted in the major.

The OSRHE computer proficiency graduation requirement will be met through completion of one of the courses in the institution's general education computer literacy option (including equated or substituted courses) or testing out of the challenge exam for one of these courses (all courses may not have challenge exams). **OR** successful completion of an Associate of Arts or Associate of Science degree at an Oklahoma two-year college in which the computer skills requirement was met. Satisfaction of this requirement may not reduce or remove any program requirements.

Students beginning at East Central University in the fall 2007 semester or later who have earned less than sixty-four semester hours are required to take two classes with a designated service-learning component. Students transferring to ECU for the first time in the fall 2007 semester or later with sixty-four or more semester hours will be required to take one class with a service-learning component.



**FAMILY AND CONSUMER SCIENCES****Early Care Concentration****Bachelor of Science****Major Code -- 0245****I. General Education (45 HOURS)**

Students with an Associate of Arts or an Associate of Science degree earned at one of the two-year colleges within the Oklahoma System of Higher Education will have met the General Education requirements under terms of the system articulation agreement.

Students with an Associate of Applied Sciences degree must complete additional general education courses to fulfill the ECU General Education requirements.

Other hours needed **45**

**II. Concentration in Early Care 66****A. Required in Associate Degree 19**

Maximum total hours that can be transferred from a two-year college and applied to a baccalaureate degree is 64.

**B. Required Courses 47**

Courses completed in the Associate of Arts, Associate of Science, and the Associate of Applied Sciences degrees will be accepted as meeting the content requirements for upper level courses that are equivalent but will not be counted for upper level credit.

EDUC 2402 Survey of Exceptional Children  
 EDUC 3013 Found & Current Issues in Early Child  
 EDUC 3033 Soc & Guid of Young Children  
 EDUC 3333 Meth in Creative Arts Yng Child  
 EDUC 3463 Foundations of Reading  
 EDUC 3823 Intro to Students w/Mild Disabilities  
 FCS 1513 Nutrition  
 FCS 3013 Consumer Buying  
 FCS 3213 Child Care  
 FCS 3463 Beh & Guid of the Pre-school Child  
 FCS 4213 Family Relationships  
 FCS 4443 Family Crisis and Resources  
 FCS 4513 Meth of Teaching Family & Cons Sci  
 FCS 4523 Resource Mgmt in Contemporary Living  
 PSYCH 3463 Child & Adolescent Psychology  
 Three (3) hours upper level FCS

**III. Minor (Not Required)**

**IV. Electives 13**

**V. Total Hours Required 124**

**VI. Special Requirements**

The OSRHE computer proficiency graduation requirement will be met through the successful completion of an Associate of Arts or Associate of Science degree at an Oklahoma two-year college in which the computer skills requirement was met. Satisfaction of this requirement may not reduce or remove any program requirements.

Students must have completed an Associate of Arts or Associate of Science degree at an Oklahoma two-year college in the area of Child Development or related field.

**FAMILY AND CONSUMER SCIENCES**  
**General Family and Consumer Sciences Concentration**  
**Bachelor of Science**

Major Code -- 0242

<b>I. General Education (45 HOURS)</b>	
<i>10 hours (CHEM 1114, FCS 1513 and MATH 1513) counted in the Major</i>	
<b>Other hours needed</b>	<b>35</b>
<b>II. Concentration in General Family &amp; Consumer Sciences</b>	<b>51</b>
<b>A. Required in General Education</b>	<b>3</b>
FCS 1513 Nutrition	
<b>B. Required Core Courses</b>	<b>12</b>
FCS 1113 Basic Construction Techniques	
FCS 1213 Textiles	
FCS 1523 Careers in Family & Consumer Sci	
FCS 4213 Family Relationships	
<b>C. Required Concentration</b>	<b>33</b>
FCS 2113 Foods	
FCS 2133 House Planning & Furnishing	
FCS 3013 Consumer Buying	
FCS 3213 Child Care	
FCS 3463 Behavior & Guidance of Preschool Child	
FCS 3513 Meal Planning & Table Service	
FCS 4113 Intermediate Construction Techniques	
FCS 4313 Home Management	
FCS 4443 Family Crisis and Resources	
FCS 4523 Resource Mgmt in Contemp Living	
FCS 4883 Hist/Philosophy of Career/Tech Educ	
<b>D. Required Electives</b>	<b>3</b>
Three hours elective Family & Consumer Sciences (3000-4000)	
<b>III. Related Work</b>	<b>7</b>
<b>Required General Education</b>	<b>7</b>
CHEM 1114 General Chemistry I	
MATH 1513 College Algebra	
<b>IV. Minor (Not Required)</b>	
<b>V. Electives</b>	<b>31</b>
<b>VI. Total Hours Required</b>	<b>124</b>
<b>VII. Special Requirements</b>	

“Teachers” or “methods” courses may not be counted in the major.

The OSRHE computer proficiency graduation requirement will be met through completion of one of the courses in the institution’s general education computer literacy option (including equated or substituted courses) or testing out of the challenge exam for one of these courses (all courses may not have challenge exams), OR successful completion of an Associate of Arts or Associate of Science degree at an Oklahoma two-year college in which the computer skills requirement was met. Satisfaction of this requirement may not reduce or remove any program requirements.

Students beginning at East Central University in the fall 2007 semester or later who have earned less than sixty-four semester hours are required to take two classes with a designated service-learning component. Students transferring to ECU for the first time in the fall 2007 semester or later with sixty-four or more semester hours will be required to take one class with a service-learning component.

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**Minor in Family and Consumer Sciences - 240A**

Eighteen hours approved courses

**Minimum Total Hours 18**

“Teachers” or “methods” courses may not be counted in the minor.

**Minor in Fashion Merchandising - 240B**

FCS 1213 Textiles

Three hours from the following:

FCS 2193 Retail Merchandising

FCS 3313 Merchandise Buying

Twelve hours from the following:

ART 1113 Fundamentals of Art

FCS 1113 Basic Construction Techniques

FCS 3013 Consumer Buying

FCS 3413 Design, Wardrobe & Image Analysis

FCS 3623 Retail Fashion Promotion

FCS 3813 Fashion Merchandising Internship

FCS 4013 Fundamentals of Mdsg Display

MKTG 3313 Principles of Marketing

MKTG 3353 Retailing and eBusiness Mgmt

MKTG 3423 Integrated Marketing Comm

MKTG 3813 Professional Selling

**Minimum Total Hours**

**18**

“Teachers” or “methods” courses may not be counted in the minor.

**FAMILY AND CONSUMER SCIENCES**  
**Family and Consumer Sciences Education Concentration**  
**Bachelor of Science**

Major Code -- 0243

<p><b>I. General Education (45 HOURS)</b></p> <p><i>16 hours (CHEM 1114, COMM 1113, FCS 1513, MATH 1513 and PSYCH 1113) counted in the Major</i></p> <p><i>Demonstrate novice high competency in a foreign language or complete a Foreign Language or American Sign Language course with a C or higher.</i></p> <p><b>Other hours needed</b> 29</p>	<p><b>III. Related Work</b> 13</p> <p><b>Required General Education</b> 13</p> <p>CHEM 1114 General Chemistry I            COMM 1113 Fundamentals of Human Comm            MATH 1513 College Algebra            PSYCH 1113 General Psychology</p>
<p><b>II. Concentration in Family and Consumer Sciences Education</b> 51</p> <p><b>A. Required General Education</b> 3            FCS 1513 Nutrition</p> <p><b>B. Required Core Courses</b> 12            FCS 1113 Basic Construction Techniques            FCS 1213 Textiles            FCS 1523 Careers in Family &amp; Consumer Sci            FCS 4213 Family Relationships</p> <p><b>C. Required Concentration</b> 33            FCS 2113 Foods            FCS 2133 House Planning &amp; Furnishing            FCS 3013 Consumer Buying            FCS 3213 Child Care            FCS 3463 Behavior &amp; Guidance of Preschool Child            FCS 3513 Meal Planning &amp; Table Service            FCS 4313 Home Management            FCS 4443 Family Crisis and Resources            FCS 4513 Meth of Teaching Fam &amp; Cons Sci            FCS 4523 Resource Mgmt in Contemp Living            FCS 4883 Hist/Philosophy of Career/Tech Educ</p> <p><b>D. Required Electives</b> 3            Three hours elective Family &amp; Consumer Sciences (3000-4000)</p>	<p><b>IV. Minor</b></p> <p>Professional Education is used as the minor and no other minor is required.</p> <p><b>V. Professional Education</b> 30</p> <p>For course requirements see Professional Education.</p> <p><b>VI. Electives</b> 1</p> <p><b>VII. Total Hours Required</b> 124</p> <p><b>VIII. Special Requirements</b></p> <p>The OSRHE computer proficiency graduation requirement will be met through the completion of the courses EDUC 4611 Field Experience III and EDUC 4632 Education Technology (including equated or substituted courses), both of which are required courses in the professional education sequence.</p> <p>Students beginning at East Central University in the fall 2007 semester or later who have earned less than sixty-four semester hours are required to take two classes with a designated service-learning component. Students transferring to ECU for the first time in the fall 2007 semester or later with sixty-four or more semester hours will be required to take one class with a service-learning component.</p>

**MATHEMATICS**  
**Applied Mathematics/Pre-Actuary Concentration**  
**Bachelor of Science**

Major Code -- 0294

<b>I. General Education (45 HOURS)</b>	
<i>12 hours (COMM 1113 OR COMM 2253, CMPSC 1113, ECON 2003, and MATH 1513) counted in the Major</i>	
<b>Other hours needed</b>	<b>33</b>
<b>II. Concentration in Applied Mathematics/Pre-Actuary</b>	<b>46-52</b>
<b>A. Required General Education</b>	<b>0-3</b>
MATH 1513 College Algebra	
<b>B. Required Concentration</b>	<b>31-34</b>
MATH 1713 Trigonometry	
MATH 2213 Introduction to Probability & Statistics	
MATH 2825 Calculus and Analytic Geometry I	
MATH 3025 Calculus and Analytic Geometry II	
MATH 3033 Calculus and Analytic Geometry III	
MATH 3513 Mathematical Statistics	
MATH 3583 Applied Statistics	
MATH 3713 Linear Algebra	
MATH 4113 Differential Equations	
MATH 4923 Perspectives in Mathematics	
<b>C. Required Electives</b>	<b>15</b>
Two of the following:	
CPSMA 3913 Discrete Mathematics	
CPSMA 3933 Operations Research	
CPSMA 4413 Numerical Methods	
Nine hours approved courses from MATH, CMPSC, MIS, MGMT, MKTG, BUSLW, or FIN (3000-4000)	
<b>III. Related Work</b>	<b>30</b>
<b>A. Required General Education</b>	<b>9</b>
CMPSC 1113 Computer Programming I <b>OR</b>	
other computer programming course in a high level language (logical, functional, or procedural, including Mathematica).	
COMM 1113 Fundamentals of Human Comm <b>OR</b>	
COMM 2253 Communication in the Workplace	
ECON 2003 Principles of Macroeconomics	
<b>B. Required Related Work</b>	<b>21</b>
ACCT 2103 Financial Accounting	
ECON 2013 Principles of Microeconomics	
ENG 3183 Technical and Professional Writing	
FIN 3913 Principles of Insurance and Risk Mgmt	
MIS 1903 Computer Business Applications	
MIS 3433 Management Information Systems	

**IV. Minor (Not Required)****V. Electives** 9-15**VI. Total Hours Required** 124**VII. Special Requirements**

MATH 1413, "teachers" or "methods" courses will not be counted in the major.

With departmental approval students may omit MATH 1513 and MATH 1713 and begin with MATH 2825.

Actuaries must pass a series of exams administered by the Society of Actuaries (SOA) in order to achieve professional status as an actuary. The first exam, Exam P, covers probability and supporting calculus topics. Pre-Actuary students should take this exam after completing MATH 3513 Mathematical Statistics. The second exam, Exam FM, covers interest theory and financial economics. This exam should be taken after FIN 3113 Financial Management. Other SOA exams cover subjects such as risk and risk management.

The OSRHE computer proficiency graduation requirement will be met through completion of CMPSC 1113 (including equated or substituted courses), or testing out of the challenge exam for this course, OR successful completion of an associate of arts or associate of science degree at an Oklahoma two-year college in which the computer skills requirement was met. Satisfaction of this requirement may not reduce or remove any program requirements.

Students beginning at East Central University in the fall 2007 semester or later who have earned less than sixty-four semester hours are required to take two classes with a designated service-learning component. Students transferring to ECU for the first time in the fall 2007 semester or later with sixty-four or more semester hours will be required to take one class with a service-learning component.

**Minor in Mathematics - 290A**

MATH 1513 College Algebra  
 MATH 1713 Trigonometry  
 MATH 2825 Calculus and Analytic Geometry I  
 MATH 3025 Calculus and Analytic Geometry II  
 Three hours math electives above MATH 1713

**Minimum Total Hours** 19

In approved cases, upper-division courses may be substituted for MATH 1513 and/or MATH 1713.

"Teachers" or "methods" courses are not to be counted in minor.

**MATHEMATICS**  
**General Mathematics Concentration**  
**Bachelor of Science**

Major Code -- 0292

<p><b>I. General Education (45 HOURS)</b></p> <p><i>6 hours (CMPSC 1113 and MATH 1513) counted in the Major</i></p> <p><b>Other hours needed</b> <span style="float: right;"><b>39</b></span></p> <p><b>II. Concentration in General Mathematics</b> <span style="float: right;"><b>43-49</b></span></p> <p><b>A. Required General Education</b> <span style="float: right;">0-3</span>  MATH 1513 College Algebra</p> <p><b>B. Required Concentration</b> <span style="float: right;">34-37</span>  MATH 1713 Trigonometry  MATH 2213 Introduction to Probability &amp; Statistics  MATH 2825 Calculus and Analytic Geometry I  MATH 3025 Calculus and Analytic Geometry II  MATH 3033 Calculus and Analytic Geometry III  MATH 3093 Intro to Theorem Prov &amp; Number Theory  MATH 3713 Linear Algebra  MATH 3813 Modern Algebra  MATH 4113 Differential Equations  MATH 4133 Intermediate Analysis  MATH 4923 Perspectives in Mathematics</p> <p><b>C. Required Electives</b> <span style="float: right;">9</span>  Nine hours other mathematics electives (3000-4000)</p> <p><b>III. Related Work</b> <span style="float: right;"><b>3</b></span></p> <p><b>Required General Education</b> <span style="float: right;">3</span>  CMPSC 1113 Computer Programming I <b>OR</b>  other computer programming course in a high level  language (logical, functional, or procedural, including  Mathematica).</p> <p><b>IV. Minor (Required)</b> <span style="float: right;"><b>16-21</b></span></p> <p>The minor with the Mathematics major may be selected by the student. Areas recommended are accounting, biology, chemistry, computer science, cartography, physics, and environmental health science.</p>	<p><b>V. Electives</b> <span style="float: right;"><b>12-23</b></span></p> <p><b>VI. Total Hours Required</b> <span style="float: right;"><b>124</b></span></p> <p><b>VII. Special Requirements</b></p> <p>MATH 1413, "teachers" or "methods" courses will not be counted in the major.</p> <p>With departmental approval, students may omit MATH 1513 and MATH 1713 and begin with MATH 2825.</p> <p>The OSRHE computer proficiency graduation requirement will be met through completion of CMPSC 1113 (including equated or substituted courses), or testing out of the challenge exam for this course, <u>OR</u> successful completion of an associate of arts or associate of science degree at an Oklahoma two-year college in which the computer skills requirement was met. Satisfaction of this requirement may not reduce or remove any program requirements.</p> <p>Students beginning at East Central University in the fall 2007 semester or later who have earned less than sixty-four semester hours are required to take two classes with a designated service-learning component. Students transferring to ECU for the first time in the fall 2007 semester or later with sixty-four or more semester hours will be required to take one class with a service-learning component.</p>
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**MATHEMATICS**  
**Teacher Certification Concentration**  
**Bachelor of Science**

Major Code -- 0293

<p><b>I. General Education (45 HOURS)</b></p> <p><i>12 hours (CMPSC 1113, COMM 1113, MATH 1513, and PSYCH 1113) counted in the Major</i></p> <p><i>Demonstrate novice high competency in a foreign language or complete a Foreign Language or American Sign Language course with a C or higher.</i></p> <p><b>Other hours needed</b> <span style="float: right;"><b>33</b></span></p>	<p><b>IV. Minor</b></p> <p>Professional Education is used as the minor and no other minor is required.</p> <p><b>V. Professional Education</b> <span style="float: right;"><b>30</b></span></p> <p>For course requirements see Professional Education.</p> <p><b>VI. Electives</b> <span style="float: right;"><b>6-12</b></span></p> <p><b>VII. Total Hours Required</b> <span style="float: right;"><b>124</b></span></p> <p><b>VIII. Special Requirements</b></p> <p>MATH 1413 will not be counted in the major.</p> <p>With departmental approval, students may omit MATH 1513 and MATH 1713 and begin with MATH 2825.</p> <p>The OSRHE computer proficiency graduation requirement will be met through the completion of the courses EDUC 4611 Field Experience III and EDUC 4632 Education Technology (including equated or substituted courses), both of which are required courses in the professional education sequence.</p> <p>Students beginning at East Central University in the fall 2007 semester or later who have earned less than sixty-four semester hours are required to take two classes with a designated service-learning component. Students transferring to ECU for the first time in the fall 2007 semester or later with sixty-four or more semester hours will be required to take one class with a service-learning component.</p>
<p><b>II. Major in Mathematics-Teacher Certification</b> <span style="float: right;"><b>40-46</b></span></p> <p><b>A. Required General Education</b> <span style="float: right;"><b>0-3</b></span> MATH 1513 College Algebra</p> <p><b>B. Required in Mathematics-Teacher Certification</b> <span style="float: right;"><b>34-37</b></span> MATH 1713 Trigonometry MATH 2213 Introduction to Probability &amp; Statistics MATH 2825 Calculus and Analytic Geometry I MATH 3025 Calculus and Analytic Geometry II MATH 3033 Calculus and Analytic Geometry III MATH 3093 Intro to Theorem Prov &amp; Number Theory MATH 3213 College Geometry MATH 3713 Linear Algebra MATH 3813 Modern Algebra MATH 4913 Methods of Teaching Sec Math MATH 4923 Perspectives in Mathematics</p> <p><b>C. Required Mathematics Electives</b> <span style="float: right;"><b>6</b></span> Six hours math electives (3000-4000 level)</p>	
<p><b>III. Related Work</b> <span style="float: right;"><b>9</b></span></p> <p><b>Required General Education</b> <span style="float: right;"><b>9</b></span> COMM 1113 Fundamentals of Human Comm CMPSC 1113 Computer Programming I <b>OR</b> other computer programming course in a high level language (logical, functional, or procedural, including Mathematica). PSYCH 1113 General Psychology</p>	

**NURSING****Bachelor of Science****Major Code -- 0340****I. General Education (45 HOURS)**

26 hours (4 hours Biology, CHEM 1114, CMPSC 1513, ENG 1113, ENG 1213, FCS 1513, MATH 1513, and PSYCH 1113) counted in the Major

**Other hours needed** **19**

**II. Major in Nursing (Generic) 102-103****A. Required General Education 26**

CHEM 1114 General Chemistry I  
 CMPSC 1513 Computer Literacy  
 ENG 1113 Freshman Composition I  
 ENG 1213 Freshman Composition II **OR**  
 HNRS 2313 Enduring Questions: Perspectives from Rhetoric and Research (Honors Students Only)  
 FCS 1513 Nutrition  
 Four hours Biology (BIOL 1314 is prerequisite to BIOL 2184 and BIOL 3634)  
 MATH 1513 College Algebra  
 PSYCH 1113 General Psychology

**B. Support Courses Prerequisite to Nursing Major 18-19**

Three hours Dev Psych Course (include infant & child)

A minimum of sixteen (16) hours of biology with lab which must include eight (8) hours of anatomy and physiology and four (4) hours of microbiology or epidemiology as approved by the Department of Nursing. Students meeting this requirement on the East Central University campus will take:

BIOL 1314 General Zoology  
 BIOL 2184 Human Anatomy  
 BIOL 3634 Human Physiology  
 BIOL 2345 General Microbiology **OR**  
 EHS 3114 Epidemiology

(BIOL 1314 is prerequisite to BIOL 2184, 2345, 3634, and EHS 3114. CHEM 1114 is prerequisite to BIOL 2345 and 3634.)

One of the following:

BSEC 2603 Business & Economic Statistics  
 MATH 2213 Intro to Probability and Statistics  
 PSYCH 3833 Behavioral Science Statistics  
 SOC 3833 Statistics for the Social Sciences  
 Three hours introductory statistics course

**C. Major in Nursing (Generic) 58**

NRSG 1142 Introduction to Professional Nursing  
 NRSG 2223 Physical Assessment  
 Clinical component courses:  
 NRSG 2104 Nursing Process  
 NRSG 3118 Child-Adult Nursing I  
 NRSG 3192 Pharmacology I  
 NRSG 3218 Child-Adult Nursing II  
 NRSG 3392 Pharmacology II  
 NRSG 3883 Nursing Research  
 NRSG 4165 Nursing-Childbearing Family  
 NRSG 4214 Psychiatric-Mental Health Nursing  
 NRSG 4283 Community Health Nursing  
 NRSG 4374 Adaptation in Aging  
 NRSG 4383 Concepts of Leadership and Mgmt  
 NRSG 4513 Comprehensive Clinical Nursing  
 NRSG 4954 Transition to Professional Practice

**III. Minor (Not Required)****IV. Recommended Elective Course**

NRSG 4991-4 Individual Studies in Nursing  
 (Subject named in title listing)

**V. Electives 1-2****VI. Total Hours Required 124****VII. Special Requirements**

Students should obtain a detailed guide to the program from their advisors. A grade of "C" or better in each nursing course is required for graduation. Students who earn a "D" or an "F" in a nursing course must repeat that course with a grade of "C" or better before continuing in the nursing program. After admission to the clinical component, students who do not maintain continuous enrollment in ECU nursing courses must reapply for admission to the program. Safe and ethical practice is required for retention, progression, and graduation.

Because of the rising level of patient acuity and of rapidly changing technology in health care, it is essential that students demonstrate currency in medications, procedures, and in the content of clinical nursing courses. Students who apply to re-enter or transfer into the nursing program will be required to demonstrate their competency in the clinical nursing courses taken one year or more previously. This competency may be demonstrated through successful completion of the appropriate advanced standing examinations. Clinical skills may be assessed. The policy does not apply to students who are currently licensed as Registered Nurses.

Malpractice insurance is required for all students enrolled in a nursing course which has a clinical or laboratory component. Malpractice insurance may be obtained through the University at specified times.

The OSRHE computer proficiency graduation requirement will be met through completion of CMPSC 1513 (including equated or substituted courses), or testing out of the challenge exam for this course, OR successful completion of an associate of arts or associate of science degree at an Oklahoma two-year college in which the computer skills requirement was met. Satisfaction of this requirement may not reduce or remove any program requirements.

Students beginning at East Central University in the fall 2007 semester or later who have earned less than sixty-four semester hours are required to take two classes with a designated service-learning component. Students transferring to ECU for the first time in the fall 2007 semester or later with sixty-four or more semester hours will be required to take one class with a service-learning component.

There is no minor in nursing.

**NURSING**  
**RN to BSN Completion Concentration**  
**Bachelor of Science**

Major Code -- 0341

**I. General Education (45 HOURS)**

26 hours (4 hours Biology, CHEM 1114, CMPSC 1513, ENG 1113, ENG 1213, FCS 1513, MATH 1413 or 1513, and PSYCH 1113) counted in the Major

**Other hours needed** **19**

**II. Major in Nursing (for RN to BSN Student) 104-105****A. Required General Education 26**

CHEM 1114 General Chemistry I  
 CMPSC 1513 Computer Literacy  
 ENG 1113 Freshman Composition I  
 ENG 1213 Freshman Composition II **OR**  
 HNRS 2313 Enduring Questions: Perspectives from Rhetoric and Research (Honors Students Only)  
 FCS 1513 Nutrition  
 Four hours Biology (BIOL 1314 is prerequisite to BIOL 2184 and BIOL 3634)  
 MATH 1413 Survey of Mathematics **OR**  
 MATH 1513 College Algebra  
 PSYCH 1113 General Psychology

**B. Support Courses Prerequisite to Nursing Major 18-19**

Three hours Dev Psych Course (include infant & child)

A minimum of sixteen (16) hours of biology with lab which must include eight (8) hours of anatomy and physiology and four (4) hours of microbiology or epidemiology as approved by the Department of Nursing. Students meeting this requirement on the East Central University campus will take:

BIOL 1314 General Zoology  
 BIOL 2184 Human Anatomy  
 BIOL 3634 Human Physiology  
 BIOL 2345 General Microbiology **OR**  
 EHS 3114 Epidemiology  
 (BIOL 1314 is prerequisite to BIOL 2184, 2345, 3634, and EHS 3114. CHEM 1114 is prerequisite to BIOL 2345 and 3634.)

One of the following:

BSEC 2603 Business & Economic Statistics  
 MATH 2213 Intro to Probability and Statistics  
 PSYCH 3833 Behavioral Science Statistics  
 SOC 3833 Statistics for the Social Sciences  
 Three hours introductory statistics course

**C. Major in Nursing (for RN to BSN students) 60**

NRSG 1142 Introduction to Professional Nursing (by transfer credit)  
 NRSG 2223 Physical Assessment  
 NRSG 3333 Contemporary Professional Nursing Clinical component courses:  
 NRSG 2104 Nursing Process (by transfer credit)  
 NRSG 3118 Child-Adult Nursing I (Credit by advanced standing exam)  
 NRSG 3192 Pharmacology I (Credit by advanced standing exam)  
 NRSG 3218 Child-Adult Nursing II (Credit by advanced standing exam)  
 NRSG 3392 Pharmacology II (Credit by advanced standing exam)  
 NRSG 3883 Nursing Research

NRSG 4165 Nursing-Childbearing Family (Credit by advanced standing exam)  
 NRSG 4214 Psychiatric-Mental Health Nursing (Credit by advanced standing exam)  
 NRSG 4617 Advanced Nursing Concepts I  
 NRSG 4629 Advanced Nursing Concepts II

**III. Minor (Not Required)****IV. Recommended Elective Course**

NRSG 4985 Seminar in Nursing (Subject named in title listing)  
 NRSG 4991-4 Individual Studies in Nursing (Subject named in title listing)

**V. Electives 0-1****VI. Total Hours Required 124****VII. Special Requirements**

Students should obtain a detailed guide to the program from their advisor. An unrestricted Oklahoma RN license and a GPA of 2.5/4.0 required for admission. A grade of "C" or better in each nursing course is required for graduation. Students who earn a "D" or an "F" in a nursing course must repeat that course with a grade of "C" or higher before continuing in the nursing program.

Malpractice insurance is required for all students enrolled in any nursing course which has a clinical or laboratory component. Malpractice insurance may be obtained through the University at specified times.

The OSRHE computer proficiency graduation requirement will be met through completion of CMPSC 1513 (including equated or substituted courses), or testing out of the challenge exam for this course, OR successful completion of an associate of arts or associate of science degree at an Oklahoma two-year college in which the computer skills requirement was met. Satisfaction of this requirement may not reduce or remove any program requirements.

The Service Learning requirement is waived for students in the RN to BSN Completion Concentration.

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There is no minor in nursing.

**PHYSICS**

**Bachelor of Science**

**Major Code -- 0350**

**I. General Education (45 HOURS)**

*10 hours (CMPSC 1113, CHEM 1114 and MATH 1513) counted in the Major*

**Other hours needed 35**

**II. Major in Physics 35**

**A. Required in the Physics Major 32**

- PHYS 2115 Engineering Physics I
- PHYS 2225 Engineering Physics II
- PHYS 3013 Modern Physics
- PHYS 3113 Mechanics I
- PHYS 3411 Junior Physics Laboratory
- PHYS 3713 Thermodynamics
- PHYS 3813 Optics
- PHYS 4113 Electricity & Magnetism-Field Theory
- PHYS 4313 Introduction to Nuclear Physics
- PHYS 4513 Quantum Mechanics

**B. Required Electives 3**

Three hours Physics electives (3000-4000)

**III. Related Work 27-33**

**A. Required General Education 7-10**

- CHEM 1114 General Chemistry I
- CMPSC 1113 Computer Programming I
- MATH 1513 College Algebra

**B. Required Related Work 20-23**

- CHEM 1214 General Chemistry II
- MATH 1713 Trigonometry
- MATH 2825 Calculus & Analytic Geometry I
- MATH 3025 Calculus & Analytic Geometry II
- MATH 3033 Calculus & Analytic Geometry III
- MATH 4113 Differential Equations

**IV. Minor (Not Required)**

**V. Electives 21-27**

**VI. Total Hours Required 124**

**VII. Special Requirements**

“Teachers” or “methods” courses may not be counted in major.

With departmental approval, students may omit MATH 1513 and MATH 1713 and begin with MATH 2825.

The OSRHE computer proficiency graduation requirement will be met through completion of CMPSC 1113 (including equated or substituted courses), or testing out of the challenge exam for this course, OR successful completion of an associate of arts or associate of science degree at an Oklahoma two-year college in which the computer skills requirement was met. Satisfaction of this requirement may not reduce or remove any program requirements.

Students beginning at East Central University in the fall 2007 semester or later who have earned less than sixty-four semester hours are required to take two classes with a designated service-learning component. Students transferring to ECU for the first time in the fall 2007 semester or later with sixty-four or more semester hours will be required to take one class with a service-learning component.

**Minor in Physics - 350A**

- PHYS 2115 Engineering Physics I
- PHYS 2225 Engineering Physics II
- PHYS 3013 Modern Physics

Select one or both of the following:  
 PHYS 3411 Junior Physics Laboratory  
 PHYS 3511 Junior Physics Laboratory

Select two of the following:  
 PHYS 3213 Basic Electronics  
 PHYS 3113 Mechanics I  
 PHYS 3713 Thermodynamics  
 PHYS 3813 Optics  
 PHYS 4113 Electricity & Magnetism-Fld Theory  
 PHYS 4313 Intro to Nuclear Physics

**Minimum hours required 20**

**PHYSICS****Medical Physics Concentration  
Bachelor of Science****Major Code -- 0353**

<b>I. General Education (45 HOURS)</b>		<b>IV. Minor (Not Required)</b>	
<i>17 hours (BIOL 1314, CHEM 1114, CMPSC 1113, COMM 2253, and MATH 1513) counted in the Major</i>		<b>V. Electives</b>	<b>5-11</b>
<b>Other hours needed</b>	<b>28</b>	<b>VI. Total Hours Required</b>	<b>124</b>
<b>II. Major in Medical Physics</b>	<b>30</b>	<b>VII. Special Requirements</b>	
<b>Required Concentration</b>	<b>30</b>	“Teachers” or “methods” courses may not be counted in major.	
PHYS 2115 Engineering Physics I		With departmental approval, students may omit MATH 1513 and MATH 1713 and begin with MATH 2825.	
PHYS 2225 Engineering Physics II		The OSRHE computer proficiency graduation Requirement will be met through completion of CMPSC 1113 (including equated or substituted courses), or testing out of the challenge exam for this course, <u>OR</u> successful completion of an associate of arts or associate of science degree at an Oklahoma two-year college in which the computer skills requirement was met. Satisfaction of this requirement may not reduce or remove any program requirements.	
PHYS 3013 Modern Physics		Students beginning at East Central University in the fall 2007 semester or later who have earned less than sixty-four semester hours are required to take two classes with a designated service-learning component. Students transferring to ECU for the first time in the fall 2007 semester or later with sixty-four or more semester hours will be required to take one class with a service-learning component.	
PHYS 3222 Medical Physics			
PHYS 3411 Junior Physics Laboratory			
PHYS 3713 Thermodynamics			
PHYS 4222 Xray & Nuclear Physics Lab			
PHYS 4313 Introduction to Nuclear Physics			
Six hours Physics electives (3000-4000 level)			
<b>III. Related Work</b>	<b>55-61</b>		
<b>A. Required General Education</b>	<b>14-17</b>		
BIOL 1314 General Zoology			
CHEM 1114 General Chemistry I			
CMPSC 1113 Computer Programming I			
COMM 2253 Communication in the Workplace			
MATH 1513 College Algebra			
<b>B. Required Related Work</b>	<b>41-44</b>		
BIOL 2184 Human Anatomy			
BIOL 3634 Human Physiology			
CHEM 1214 General Chemistry II			
CHEM 3114 Organic Chemistry I			
ENG 3183 Technical & Professional Writing			
MATH 1713 Trigonometry			
MATH 2825 Calculus & Analytic Geometry I			
MATH 3025 Calculus & Analytic Geometry II			
MATH 3033 Calculus & Analytic Geometry III			
MATH 3513 Mathematical Statistics			
MATH 4113 Differential Equations			
Select one of the following:			
BIOL 2113 Medical Terminology			
EHS 2413 Radiologic Health			
		<b>Minor in Physics - 350A</b>	
		PHYS 2115 Engineering Physics I	
		PHYS 2225 Engineering Physics II	
		PHYS 3013 Modern Physics	
		Select one or both of the following:	
		PHYS 3411 Junior Physics Laboratory	
		PHYS 3511 Junior Physics Laboratory	
		Select two of the following:	
		PHYS 3213 Basic Electronics	
		PHYS 3113 Mechanics I	
		PHYS 3713 Thermodynamics	
		PHYS 3813 Optics	
		PHYS 4113 Electricity & Magnetism-Fld Theory	
		PHYS 4313 Intro to Nuclear Physics	
		<b>Minimum hours required</b>	<b>20</b>



**PHYSICS****Teacher Certification Concentration  
Bachelor of Science****Major Code -- 0351**

<b>I. General Education (45 HOURS)</b>		<b>B. Required Related Work</b>	18-21
<i>17 hours (BIOL 1214 or 1314, CHEM 1114, COMM 1113, MATH 1513, and PSYCH 1113) counted in the Major</i>		CHEM 1214 General Chemistry II	
<i>Demonstrate novice high competency in a foreign language or complete a Foreign Language or American Sign Language course with a C or higher.</i>		GEOG 1214 Earth Science	
<b>Other hours needed</b>	<b>28</b>	MATH 1713 Trigonometry	
		MATH 2825 Calculus & Analytic Geometry I	
		MATH 3025 Calculus & Analytic Geometry II	
<b>II. Major in Physics-Teacher Certification</b>	<b>30</b>	<b>C. Required Related Work Electives</b>	<b>7</b>
<b>A. Required in the Physics-Teacher Certification</b>	<b>27</b>	Seven hours chemistry electives	
B/C/P 4113 Meth Tchg Biol & PhySc		<b>IV. Minor</b>	
PHYS 1314 Astronomy		Professional Education is used as the minor and no other minor is required.	
PHYS 2115 Engineering Physics I		<b>V. Professional Education</b>	<b>30</b>
PHYS 2225 Engineering Physics II		For course requirements see Professional Education.	
PHYS 3013 Modern Physics		<b>VI. Total Hours Required</b>	<b>127-133</b>
PHYS 3113 Mechanics I		<b>VII. Special Requirements</b>	
PHYS 3411 Junior Physics Laboratory		With departmental approval, students may omit MATH 1513 and MATH 1713 and begin with MATH 2825.	
PHYS 4113 Electricity and Magnetism - Field Theory		The OSRHE computer proficiency graduation requirement will be met through the completion of the courses EDUC 4611 Field Experience III and EDUC 4632 Education Technology (including equated or substituted courses), both of which are required courses in the professional education sequence.	
<b>B. Required Physics Electives</b>	<b>3</b>	Students beginning at East Central University in the fall 2007 semester or later who have earned less than sixty-four semester hours are required to take two classes with a designated service-learning component. Students transferring to ECU for the first time in the fall 2007 semester or later with sixty-four or more semester hours will be required to take one class with a service-learning component.	
Three hours physics electives (Not PHYS 3222 or PHYS 4222)			
<b>III. Related Work</b>	<b>39-45</b>		
<b>A. Required General Education</b>	<b>14-17</b>		
BIOL 1214 General Botany <b>OR</b>			
BIOL 1314 General Zoology			
CHEM 1114 General Chemistry I			
COMM 1113 Fundamentals of Human Comm			
MATH 1513 College Algebra			
PSYCH 1113 General Psychology			





Section VIII

**COLLEGE OF LIBERAL ARTS AND  
SOCIAL SCIENCES**

Mark Hollingsworth, Dean

**DEPARTMENT OF ENGLISH AND LANGUAGES**

**Majors Offered**

English - BA  
English (Teacher Certification) - BA

**Minors Offered**

English  
English as a Second Language (ESL)  
Humanities  
Oklahoma Studies  
Russian  
Spanish

**Courses Prefix**

ASLHR  
CHI  
CHO  
ENG  
FREN  
GER  
HUM  
LATIN  
RUSS  
SPAN

**Subject**

Am Sign Lang-Human Resources  
Chickasaw  
Choctaw  
English  
French  
German  
Humanities  
Latin  
Russian  
Spanish

**DEPARTMENT OF HISTORY AND NATIVE AMERICAN STUDIES**

**Majors Offered**

History - BA  
History (Teacher Certification) - BA  
Native American Studies - BA

**Minor Offered**

History  
Native American Studies  
Oklahoma Studies

**Courses Prefix**

HIST  
NAS  
SOSTU

**Subject**

History  
Native American Studies  
Social Studies

## DEPARTMENT OF HUMAN RESOURCES

**Majors Offered**

Criminal Justice (Adult Corrections) - BA  
 Criminal Justice (Juvenile Justice) - BA  
 Criminal Justice (Law Enforcement) - BA  
 Human Services Counseling  
 (Human Services Counseling) - BA  
 Human Services Counseling  
 (Aging Services) - BA  
 Human Services Counseling  
 (Services to the Deaf) - BA  
 Human Services Counseling  
 (Rehabilitation) - BA  
 Social Work - (BSW)

**Minors Offered**

Addictions  
 (For Human Resources Department Major)  
 Addictions  
 (For Major not in Human Resources Dept)  
 Criminal Justice  
 (for Human Resources Department Major)  
 Criminal Justice  
 (for Major not in Human Resources Dept)  
 Juvenile Justice  
 (for Human Resources Department Major)  
 Juvenile Justice  
 (for Major not in Human Resources Dept)  
 Human Services Counseling  
 (for Human Resources Department Major)  
 Human Resources Counseling  
 (for Major not in Human Resources Dept)  
 Aging Services  
 (for Human Resources Department Major)  
 Aging Services  
 (for Major not in Human Resources Dept)  
 Services to the Deaf Interpreting Social  
 Work  
 (for Human Resources Department Major)  
 Social Work  
 (for Major not in Human Resources Dept)

**Courses Prefix**

CRJS  
 CJSOC  
 ASLHR  
 HURES  
 HRPSY  
 H/P/E  
  
 SOWK

**Subject**

Criminal Justice  
 Criminal Justice-Sociology  
 Amer Sign Lang-Human Resources  
 Human Resources  
 Human Resources-Psychology  
 Human Resources-Psychology-  
 Education  
 Social Work

## DEPARTMENT OF POLITICAL SCIENCE AND LEGAL STUDIES

**Majors Offered**

Political Science - BA  
 Legal Studies - BS

**Minors Offered**

Political Science  
 Legal Studies

**Courses Prefix**

PS  
 PSCOM  
 LS  
 LSPS

**Subject**

Political Science  
 Political Science - Communication  
 Legal Studies  
 Legal Studies - Political Science

## DEPARTMENT OF SOCIOLOGY

**Majors Offered**

Sociology - BS

**Minors Offered**

Sociology

**Courses Prefix**

CJSOC  
 GESOC  
 PYSOC  
 SOC  
 SOSTU

**Subject**

Criminal Justice-Sociology  
 Geography-Sociology  
 Psychology-Sociology  
 Sociology  
 Social Studies

# SCHOOL OF FINE ARTS

## F. Bradley Jessop, Director

### ART

**Majors Offered**

Art (Graphic Arts) - BFA  
 Art (Studio Art) - BFA  
 Art (Teacher Certification) - BFA

**Minor Offered**

Art  
 Art History  
 Media/Graphic Arts

**Courses Prefix**

ART

**Subject**

Art

### COMMUNICATION AND PERFORMANCE STUDIES

**Majors Offered**

Communication and Performance Studies  
 (Communication) - BA  
 Communication and Performance Studies  
 (Musical Theatre) - BA  
 Communication and Performance Studies  
 (Theatre) - BA  
 Communication and Performance Studies  
 (Speech Teacher Certification) - BA

**Minors Offered**

Communication and Performance  
 Studies - Communication  
 Communication and Performance  
 Studies - Theatre  
 Dance

**Courses Prefix**

COMM  
 PSCOM

**Subject**

Communication  
 Political Science-Communication

### MASS COMMUNICATION

**Majors Offered**

Mass Communication (Mass Media) - BS  
 Mass Communication  
 (Advertising/Public Relations) - BS

**Minors Offered**

Mass Communication  
 Media/Graphic Arts

**Courses Prefix**

MCOM

**Subject**

Mass Communication

### MUSIC

**Majors Offered**

Music (Instrumental-Teacher Certification)-BS  
 Music (Instrumental) - BS  
 Music (Sacred Music) - BS  
 Music (Vocal-Teacher Certification) - BS  
 Music (Vocal) - BS  
 Music (Piano-Teacher Certification) - BS  
 Music (Piano) - BS

**Minors Offered**

Music

**Courses Prefix**

MUS

**Subject**

Music



## DEPARTMENT OF ART

Professor and Chair Jessop  
Assistant Professors Batzloff, Chubb, Seals

East Central University Art Department students and instructors interact in real work situations. In studio studies, an experienced faculty presents various approaches to art tempered with an awareness of current developments in the arts. A close instructor-student working relationship enables students to grasp both the methods of expression and what it means to be an artist in today's society. Students develop a personal, aesthetically based, problem-solving approach to the visual arts and acquire skills in drawing, painting, design, sculpture, ceramics, and digital media. Lecture courses are designed to engage students in the contextuality of art as a historical dialogue.

The Department has the facilities and equipment to enable students to realize ideas in a variety of materials and techniques. Facilities include: new state of the art studios for drawing, painting, printmaking, ceramics, sculpture, digital imaging and foundations. The Department can access over 50,000 images via database for art history. It houses a state of the art digital imaging laboratory and other equipment in the department include a: high fire, raku, and salt glazing kilns for ceramics; metal working equipment, a ceramic shell foundry, CNC machine, wood and stone carving equipment for sculpting; and equipment for etching, lithography, serigraphy, and relief printmaking.

The Department is also home to the Pogue Gallery exhibiting selected national and regional exhibits, statewide juried competitions, and annual shows of faculty, art students and the University collection. The Department prides itself on its longstanding history of preparing students of the visual arts with educational experiences essential to artistic success in today's society.

### ART PROGRAM

The Department of Art offers a Bachelor of Fine Arts degree with concentrations in studio art, art education and graphic arts and minors in art and art history. The concentration in studio art prepares students for positions as artist or for further study in fine arts graduate programs. The concentration in art education prepares students for positions teaching art in school pre-kindergarten through grade twelve. The graphic arts concentration prepares students for positions in which graphic design skills are paramount, which include design, typography layout and graphic design for publication, and corporate image design.

## COMMUNICATION PROGRAMS

### COMMUNICATION AND PERFORMANCE STUDIES PROGRAM

Professor Dansby  
Assistant Professor and Director of Theatre Groetzinger  
Assistant Professor Phillips  
Instructors Graves, Peshehonoff

The Communication Studies concentration serves students seeking to learn to communicate effectively with others. Communication Studies helps students both personally and professionally. The Speech Teacher Certification concentration prepares students to teach Speech, Drama, and Debate at the secondary level. The Theatre and Musical Theatre concentrations serve students seeking understanding and appreciation of the art as well as proficiency in the associated artistic and technical skills.

Minors are offered in Communication Studies, Dance, and Theatre.

## MASS COMMUNICATION PROGRAM

Instructors Dillehay, Hartley, Pollard

The Mass Communication Program prepares students to enter graduate programs, media industries, government and business. Mass Media serves students who wish to pursue careers and other interests in audio and video production and electronic and print journalism. Advertising/Public Relations prepares students who wish to pursue careers and other interests in representing businesses and other organizations through the use of mass media.

Minors are offered in Media/Graphic Arts and Mass Communication.

## DEPARTMENT OF ENGLISH AND LANGUAGES

Professor and Chair Walling  
Professors Davis, Hada, Hughes, McMahon, Pierson, Sukholutskaya  
Associate Professors Benton, Grasso, Murphy, Rothrock  
Assistant Professors King, Nicholson-Weir, Peters, Tribbey  
Lecturer Thompson

The Department of English and Languages offers a major in English. It offers minors in English, Spanish, Russian Studies, Humanities, Oklahoma Studies, and English as a Second Language, as well as course work in additional languages. Students in the department's major and minor programs enhance their reading and writing skills important in a variety of careers, absorb the cultural understanding necessary for success in a diverse society, and develop the critical thinking skills which will lead to professional and advanced academic success.

The major in English is appropriate for many professional and cultural objectives. By properly selecting courses, students may prepare for a variety of options:

- graduate work in literature, writing, or linguistics;
- certification for secondary teaching;
- professional work in creative, expository, and technical writing; or
- professional study in such areas as law or technical communication.

Because of the comprehensive variety of courses offered, students have opportunity within the major to explore areas of special interest: for example, American, British and world literatures, the English language, or technical and creative writing.

### ENGLISH PROGRAM

The Department of English and Languages offers undergraduate majors in English and English Teacher Certification. English majors develop broad cultural awareness and advanced reading and writing skills through study of poetry, drama, fiction, film, and critical theory.

Additional studies of creative and persuasive writing, and grammar and linguistics prepares students for graduate study in literature, rhetoric and composition, creative or technical writing, linguistics, or for study of law. English Teacher Certification majors take additional courses in methods of teaching English to attain state certification qualifying them to teach English at the middle and high school levels. The department also offers minors in English, English as a Second Language, Oklahoma Studies, and Humanities.

## LANGUAGES

The Department offers a minor in Spanish. Courses in the Spanish major and minor may include work in literature, grammar, composition, conversation, and culture. In addition, the Department offers a minor in Russian Studies and basic courses in French, German, and Latin. All foreign language studies provide awareness of the culture of the language and insight into the unique world view of different languages.

## HUMANITIES

The humanities are those branches of learning which deal with what is fundamentally human—self-consciousness, language, reason, creativity, human values and aspirations, and the products of all these. Students can minor in humanities, a natural complement to a major in the liberal arts or social sciences. The department and the college offer a wide range of humanities courses to serve the minor and satisfy university general education requirements. Examples include courses in literature, film, language, history, philosophy, religion, art, music, and theater.

## DEPARTMENT OF HISTORY AND NATIVE AMERICAN STUDIES

Associate Professor and Chair, Clampitt  
Professor and Chickasaw Nation Endowed Chair Cowger  
Professors Anderson, Barton  
Associate Professor, Bean  
Assistant Professors Mount, Sutton

Success in any career today demands flexibility based in three skill areas: the ability to think critically, the ability to analyze information from a variety of sources and apply that analysis to solving problems, and the ability to communicate that analysis to others. These skills are particularly critical for careers in law, government, business, teaching, medicine, as well as for success in graduate or professional school.

Founded solidly in the tradition of liberal arts, the History and Native American Studies Department at East Central University emphasizes developing these skills. Each History and Native American Studies major may, with the help of faculty, tailor a program to best match individual career and intellectual interests. The department offers degrees in History, History (Teacher Certification), and Native American Studies.

### HISTORY PROGRAM

History offers students the richness of past experience to comprehend more lucidly humanity's progress and setbacks, great accomplishments and tragic failures. Historical study teaches judgment, examines values, and explores issues and events; it uncovers the sources of creativity and stagnation during the entire course of civilization's evolution. The significance of the past and its meaning for the possibilities of the present and future become a powerful tool of analysis and interpretation. The History program offers a wide-range of courses in United States history, European history, and World history. A student may major or minor in history, selecting an area of concentration for either a BA or a BA with teacher certification.

History as a major combined with other disciplines, provides excellent preparation for a productive and meaningful personal and professional life. Majors utilize their skills to teach history and related courses in elementary and secondary school. Graduates may also pursue advanced degrees in history in order to teach and conduct research at the college level. History majors also continue their education in other graduate and professional programs such as

journalism, law, management, and public administration. Graduates also seek careers in business, public service, and informational and research positions.

### NATIVE AMERICAN STUDIES PROGRAM

ECU offers both a B.A. and a minor in Native American Studies. Native Studies is an interdisciplinary program that reflects an awareness of the issues which contemporary native communities and peoples confront. By approaching the multiplicity of Indian cultures from a variety of academic perspectives, a deeper understanding of native societies past and present emerges. It makes use of the strengths of university faculty members in history, political science, business, nursing, legal studies, art, English, human resources, and other disciplines.

## DEPARTMENT OF HUMAN RESOURCES

Professor and Chair, Col. Tom A Thomas Endowed Chair Burke  
Adolph Linscheid Distinguished Teaching Professor Massey  
Professors Robertson, Williams  
Assistant Professors Byrd, Carl, Copeland, Parr, Roring  
Instructors Chronister, Price, Slover, Witherington  
Lecturer Taylor

The Department of Human Resources offers educational programs that share the common goal of preparing graduates to work with people in a variety of practice settings. The human services field is one of the most rapidly expanding career fields in America today. The Human Resources Department focuses on those careers which require professional preparation for service to individuals, families, groups, and communities. Degree programs include Human Services, Counseling, Criminal Justice, and Social Work. In addition to a general degree program, the Counseling major may select a concentration in rehabilitation, aging services, or services to the deaf. Within the Counseling concentration students may select a set of course that prepare them for additions counseling. The Criminal Justice student may choose to specialize in adult corrections, juvenile justice, or law enforcement. The Social Work program, through its Child Welfare Professional Enhancement Program, offers students opportunities for guaranteed employment in child welfare. Social work with older adults is also emphasized in the curriculum to prepare graduates for work with this growing population group. The student, through their choice of a major and a minor, may create a degree plan which will prepare them for entry-level employment in a variety of settings.

The objectives for the Department of Human Resources are:

1. To prepare students educationally for positions in counseling, criminal justice, or social work.
2. To help supply both the regional and local employee pool for human service agencies and organizations.
3. To provide students with a sound undergraduate base for graduate study.

### CRIMINAL JUSTICE PROGRAM

The primary objective of the Criminal Justice degree is to prepare students for beginning professional jobs in the criminal justice system. The curriculum provides a core program of basic courses applicable to all criminal justice fields and specialized courses intended to prepare the student for the professional demands of adult corrections, juvenile justice, or law enforcement. Students gain practical experience through completion of an internship or for those seeking CLEET certification, the Collegiate Officer Program.

## HUMAN SERVICES COUNSELING PROGRAM

The primary objective of the Human Services Counseling degree is to prepare students for beginning human services positions in a variety of government, civic, and private and not-for-profit community based agencies and organizations. These agencies focus on the needs of people experiencing a variety of issues, physical or mental problems, drug or alcohol abuse, aging related concerns, and job-seeking problems. Client groups to be served range from youth and minorities to those in crisis situations. To prepare students for a variety of employment opportunities, the Human Services Counseling curriculum provides the knowledge and skills needed for prevention and problem solving with both individuals and groups.

### Concentration in Rehabilitation

The Rehabilitation concentration is designed to prepare students for positions in a variety of federal, state, and community rehabilitation agencies, facilities, and organizations that provide services to individuals with disabilities and addictions. Students completing the program have skills in interviewing, case management, planning, intervention, job/career development, and knowledge of the major disability groups, addictions, and disability culture.

Students may opt for the concentration in rehabilitation or may seek additional expertise in the field of addictions with the minor in Addictions. The rehabilitation program is a Registered Program on the Council on Rehabilitation Education's Undergraduate Program in Disability and Rehabilitation Studies. The program also has various scholarships specific to the rehabilitation program for students. These include assistance through Rehabilitation Services Administration, the Virgil Taylor Scholarship and the Lowell E. Green Scholarship.

### Concentration in Aging Services

The Aging Specialization is designed to prepare students for positions in community organizations serving older adults. Courses cover the social and psychological aspects of aging, program planning and evaluation, and intervention techniques; and they provide the other technical skills needed to work with older individuals. Students are acquainted with nutrition programs; senior centers; area agencies on aging; and other federal, state, and private gerontological resources.

### Concentration in Services to the Deaf

The objective of the Services to the Deaf concentration is to prepare students to work with deaf and hard of hearing individuals. The academic program is structured to provide students with the specialized knowledge and sign language skills that will enable them to provide services in a broad spectrum of private, state, federal, and community agencies.

## SOCIAL WORK PROGRAM

The primary objective of the Social Work education program is to prepare competent and effective generalist social work professionals for entry into direct professional practice positions with individuals, families, groups, communities, and organizations. Students graduating with a degree in social work (BSW) are prepared for employment in many public and private agencies: health care, including hospitals, home health, and hospice; child welfare; mental health; and income maintenance programs. The Child Welfare Professional Enhancement Program provides incentives for social work students pursuing a career in Child Welfare and the Gero-ed Program provides students with knowledge and skills to work with older adults. This program also provides students with an educational foundation for graduate education in social work.

The Social Work Program is nationally accredited by the Council on Social Work Education (CSWE). The curriculum prepares

its graduates for generalist practice through mastery of ten core competencies as identified in the *Educational Policy and Accreditation Standards (2008)* by the CSWE. These core competencies are: identify as a professional social worker and conduct oneself accordingly; apply social work ethical principles to guide professional practice; apply critical thinking to inform and communicate professional judgment; engage diversity and difference in practice; advance human rights and social and economic justice; engage in research-informed practice and practice-informed research; apply knowledge of human behavior and the social environment; engage in policy practice to advance social and economic well-being and to deliver effective social work services; respond to contexts that shape practice; and engage, assess, intervene, and evaluate with individuals, families, groups, organizations, and communities.

### Minors and Electives

In addition to the degree programs, minors are offered in Addictions, Aging Services, Criminal Justice, Human Services Counseling, Interpreting, Juvenile Justice, Services to the Deaf, and Social Work. Through the informed selection of a minor and elective courses, students may gain more in-depth knowledge in selected areas of interest. Students are encouraged to consult with their faculty advisor in the choice of a minor and elective courses.

### Requirements for Admission to Human Resources Majors

Students selecting a major in Human Resources (Human Services, Counseling, Social Work, Criminal Justice) must file an application with their faculty advisors. The application is submitted after the student has successfully completed the appropriate introductory course. (SOWK 2273 - Introduction to Social Work and Social Welfare and SOWK 2511 - Field Work Studies in Social Work; or HURES 2183 - Fundamentals of Counseling; or HURES 2293 - Introduction to Aging; or HURES 2153 - Introduction to Deafness; HURES 2213 - Introduction to Rehabilitation; or CRJS 2233 - Introduction to Criminal Justice).

The criteria for admission are:

1. Completion of a minimum of 30 semester hours with a minimum overall grade point average of 2.25 on all course work attempted.
2. Attainment of a "C" or better in Freshman Composition I and II or fulfillment of this requirement by one of the following:
  - a. Earning a score of 3, 4, or 5 on the Advanced Placement Program of the College Board. A score of 4 or 5 fulfills the ECU requirement for both Freshman Composition I and II;
  - b. Scoring a 50 or higher on the College Level Examination Program (CLEP) with essay option will fulfill the ECU requirement for Freshman Composition I; there is no CLEP to test out of Freshman Composition II.
3. Attainment of a "C" or better in the introductory course for the major.
4. Receive a favorable recommendation by the faculty advisor and/or program faculty members. After full consideration, the applicant is (a) unconditionally admitted, (b) conditionally admitted, (c) not admitted, or (d) deferred, pending additional information.
5. Conditional admission may be granted to a student below minimum requirements for admission if, based on findings by the advisor and/or program faculty, the student may reasonably be expected to meet admission standards within a specified length of time, no later than one semester prior to internship.



A student denied admission has the right to appeal the decision. The procedure for appeal is found in the *ECU Student Handbook* or may be obtained from the Department Chair.

\*Note: Social work majors not formally admitted to the Program are not permitted to be enrolled in social work courses beyond the introductory and field work courses.

### Retention Requirements in Majors

#### Social Work Major

- a. Retention in the Social Work Program is dependent upon the student maintaining his or her fully admitted status in the program, which includes grade point average, personal, professional and academic conduct.
- b. Students admitted to the Social Work Major on a “conditional” basis must meet full admission requirements in compliance with the plan developed between the student and their major advisor. Non-compliance with the remediation plan developed between the student and their major advisor. Non-compliance with the plan or inability to remediate the deficiency within one semester, will result in denial of admission.
- c. An ongoing process of evaluation of admission status is carried out by social work faculty. Admission status is re-evaluated at the end of each academic year.
- d. A minimum grade of “C” is required in HURES 2083 and in all other major courses which carry a SOWK prefix.
- e. A student whose admitted status is withdrawn may appeal that decision using the university and Social Work Program appeals process as described in the *Social Work Program Handbook*.

#### Human Services Counseling and Criminal Justice Majors

- a. Same requirements as university retention policy.

### Requirements for Admission to Internship

All majors in a Human Resources Department degree program are expected to submit an *Application for Internship* that includes a degree check and an unofficial transcript. Due dates will be announced and posted.

The criteria for admission are:

- a. The student applying for internship must have a retention grade point average of no less than 2.50.
- b. Completion of all required major courses except internship. Social Work majors will lack a 2 hour required integrative seminar, but this course is taken concurrently with the internship.
- c. Recommendation for internship by the faculty advisor and/or the program faculty.

A student who has been denied admission to the internship has the right to appeal the decision. The procedure for appeal is outlined in the *Internship Application* for each major.

### Internship Options

#### Option I

*Full Semester* - Full-Time Internships (12 hours credit)

This option requires full-time student enrollment for one semester. The student will be located at the internship site on a full-time basis. Internships are not available for Social Work Majors during the Summer Semester.

#### Option II

*Extended Internship* - Departmental Approval Required (6 hours credit per semester)

This option allows a student to equally divide the internship activities between two semesters. *This is not an option for Social Work majors.* Human Services Counseling students must petition and complete necessary forms for this option.

#### Option III

*Work Experience Exemption* - Departmental Approval Required

Students having suitable work experience may petition the Department Chair for exemption from internship. Students not participating in an internship will enroll in an equivalent number of credit hours of approved course work in lieu thereof. This is not an option for Social Work majors.

Criminal Justice majors, when appropriate to the degree program, may be eligible to receive up to twelve semester hours credit for having completed a law enforcement academy. Credit may be applied only to the 12-hour internship (see Department Chair for additional information).

#### Option IV

The Collegiate Officer Program (COP) offers the Criminal Justice major with a concentration in Law Enforcement the opportunity to become a certified peace or police officer in the State of Oklahoma. Students from other majors may choose to participate in the COP if they meet all eligibility requirements. The Collegiate Officer Program requires completion of selected criminal justice courses, a first aid course, and an eight (8) week skills portion administered by the Department of Human Resources. Additionally, all COP students must complete a thorough criminal background check and MMPI.

## DEPARTMENT OF MUSIC

Professors Hollingsworth, Walker  
Associate Professors Alig, Bagegech, Correll, Finley  
Assistant Professor Powers  
Instructor Garcia

The Department of Music provides a general music education foundation for all students, individual professional preparation for selected major fields within the department, and cultural enrichment for both the campus and community. The Department of Music at East Central University is committed to the basic principle that participating in the development of a musically enlightened citizenry is the most significant contribution it can make to society.

The Department of Music offers the following degree programs: the Bachelor of Science degree with music majors in the Instrumental Concentration, the Instrumental Teacher Certification Concentration, the Vocal Concentration, the Vocal Teacher Certification Concentration,

the Piano Concentration, the Piano Teacher Certification Concentration and the Sacred Music Concentration. Each area has options designed as preparation for careers in concert, theater, media performance, or as teacher-preparation leading to kindergarten through high school certification. Students who wish to prepare for a career in music business may complete the minor in Business Administration for Music Majors. Other minors and special endorsements in music are also available.

### MUSIC PROGRAM

The curriculum has been designed to assist all participating students in reaching their maximum potential. Toward this end, the primary objectives of the undergraduate programs are (1) to further the performance ability in at least one musical medium, (2) to provide future teachers with the knowledge and skills necessary for them to be successful as professional music educators, (3) to allow some "semi-specialization" through courses directed toward instrumental and/or vocal education, and (4) to provide students with a wide range of educational/musical experiences which will encourage continued professional growth.

East Central University is an accredited institutional member of the National Association of Schools of Music. The requirements for entrance and for graduation are in accordance with the published standards of the National Council for Accreditation of Teacher Education.

#### Applied Music—Individual and Class Instruction Voice, Piano, Harpsichord, Organ, Wind, String and Percussion Instruments

Private and class lessons: one semester hour credit for one half-hour private lesson, or two or more half-hour class lessons, with five hours of practice expected per week, for a semester or equivalent time in a shorter term. Extra fees are charged for instruction and for practice rooms (see fee schedule).

The course numbers are progressive by semester in each of the Applied Music areas, and include one or two credit hours.

Private instruction course numbers for music majors and minors are as follows: 1011-2, 1021-2, 2031-2, 2041-2, 3051-2, 3061-2, 4072\*\*, 4081-2, 4801-2, 4811-2, 4821-2. The third digit in 1011 through 4082 indicates the number of terms the student has taken the instruction. Numbers above 4082 indicate study completed beyond eight terms.

The course description for all private instruction is "The study of solo vocal and instrumental literature of different historical periods and styles, and of diction in English, French, German, and Italian."

\*\*4072 includes mandatory senior recital.

## DEPARTMENT OF POLITICAL SCIENCE AND LEGAL STUDIES

Professor and Chair Pappas  
Professor Ulrich  
Assistant Professor and Director of the Legal Studies Program Owens  
Assistant Professor Peaden

The Department of Political Science and Legal Studies offers two related programs with very different objectives: the BA in political science and the BS in legal studies. Political science majors are given more of an emphasis on critical thinking and written and oral communication skills. Classes are typically discussion-based and service learning and simulations are often employed. The legal studies program is much more applied, teaching skills that will be applicable in the law office, such as legal business applications and knowledge of specialty law subjects. Most classes are based on lectures and focused projects. Both programs study the connection between law and politics and both programs are popular avenues to law school. Paralegals may not provide legal services directly to the public, except as permitted by law.

## DEPARTMENT OF SOCIOLOGY

Professor and Chair Alford  
Professor Petrowsky  
Assistant Professor Latimore

Sociology is the scientific study of the social causes and consequences of human behavior. An understanding of sociology is a means to an appreciation of the interaction of individuals and social groups. The subject matter of sociology has a broad range. It includes the study of the intimate family, as well as the hostile mob. Crime and its causes are studied, as well as religion and its influences. Divisions of race and social class are included, as well as the sharing of beliefs in a common culture. Sociology ranges from the study of work to the study of sport, from the study of the individual in society to the study of the international community, from the study of the scientific method to the understanding gained by living in a primitive culture.

### SOCIOLOGY PROGRAM

The East Central University Sociology Department offers a wide variety of courses in sociology as well as both a minor and a major in sociology. The goals of the Sociology Program are: (1) to contribute to the university's general education program by offering three key optional courses in that program: Introduction to Sociology, Social Problems, and Introduction to Cultural Anthropology, (2) to offer a Bachelor of Science degree with a major in Sociology, (3) to contribute to a variety of other baccalaureate and graduate programs in the university, and (4) to contribute to the advancement of the discipline of sociology in particular and to the advancement of knowledge in general.



**ART**  
**Studio Art Concentration**  
**Bachelor of Fine Arts**

**Major Code -- 0020**

<b>I. General Education (45 HOURS)</b>	
<i>3 hours (ART 2273) counted in the Major</i>	
Other hours needed	<b>42</b>
Includes recommended math course -- MATH 1413	
<b>II. Concentration in Studio Art</b>	<b>66</b>
<b>A. Foundation Core</b>	<b>21</b>
ART 1113 Fundamentals of Art	
ART 1133 Basic Drawing	
ART 1213 Basic Design I	
ART 1313 Basic Design II	
ART 2243 Art History Survey I	
ART 2253 Art History Survey II	
ART 3133 Advanced Drawing I	
<b>B. Studio Core</b>	<b>18</b>
ART 3143 Advanced Drawing II	
ART 3403 Life Drawing I	
ART 4213 History of Art-Contemporary	
Select 3 courses:	
ART 2213 Watercolor I	
ART 2313 Painting I	
ART 3513 Sculpture I	
ART 3713 Printmaking I	
ART 3813 Ceramics I	
ART 3923 Digital Imaging I	
<b>C. Advanced Studio</b>	<b>9</b>
ART 3413 Life Drawing II	
Select 2 courses:	
ART 3213 Watercolor II	
ART 3313 Painting II	
ART 3613 Sculpture II	
ART 4713 Printmaking II	
<b>D. Select 15 additional hours from one of these studio areas: Sculpture and Ceramics, Painting and Watercolor, Printmaking and Drawing.</b>	<b>15</b>
<b>E. Capstone Course</b>	<b>3</b>
ART 4973 Senior Exhibit	
<b>III. Related Work</b>	<b>3</b>
<b>Required General Education</b>	<b>3</b>
ART 2273 Survey of Multicultural Art	
<b>IV. Minor (Not Required)</b>	
<b>V. Electives</b>	<b>13</b>
<b>VI. Total Hours Required</b>	<b>124</b>
<b>VII. Special Requirements</b>	

Students beginning at East Central University in the fall 2007 semester or later who have earned less than sixty-four semester hours are required to take two classes with a designated service-learning component. Students transferring to ECU for the first time in the fall 2007 semester or later with sixty-four or more semester hours will be required to take one class with a service-learning component.

**Minor in Art - 020A**

- ART 1113 Fundamentals of Art
- ART 1133 Basic Drawing
- ART 1213 Basic Design I
- ART 3133 Advanced Drawing I

Six hours elective art courses (must be taken in one of the following studio areas: painting, watercolor, sculpture, printmaking, or ceramics)

**Minimum Total Hours 18**

Students majoring in Art must take additional hours in art to substitute for ART 1113, ART 1133, ART 1213 and any other art classes used on the major requirements.

**Minor in Art History - 020B**

- ART 2243 Art History Survey I
- ART 2253 Art History Survey II
- ART 2273 Survey of Multicultural Art
- ART 4213 History of Art-Contemporary
- ART 4273 History of Art-Classical
- ART 4983 Seminar in Art

(Subject named in title listing)

**Minimum Total Hours 18**

“Teachers” or “methods” courses may not be counted in minor.

Students majoring in Art must take additional hours in art to substitute for ART 2243 and ART 2253.

**Minor in Media/Graphic Arts - 680B  
(For Majors in Mass Communications)**

- ART 1133 Basic Drawing
- ART 1213 Basic Design I
- ART 3923 Digital Imaging I
- ART 3943 Graphic Design
- ART 4923 Digital Imaging II
- MCOM 3333 Intermediate Photography

**Minimum Total Hours 18**

**Minor in Media/Graphic Arts - 680C  
(For non Mass Communication majors)**

- ART 1133 Basic Drawing
- ART 1213 Basic Design I
- ART 3923 Digital Imaging I
- ART 3943 Graphic Design
- MCOM 1713 Intro to Photography
- MCOM 3343 Digital Publishing

**Minimum Total Hours 18**

Students are strongly advised to use elective hours to complete course work in MCOM 3333 Intermediate Photography and ART 4923 Digital Imaging II.

“Teachers” or “methods” courses do not count in the major.

The OSRHE computer proficiency graduation requirement will be met through completion of one of the courses in the institution’s general education computer literacy option (including equated or substituted courses) or testing out of the challenge exam for one of these courses (all courses may not have challenge exams), OR successful completion of an associate of arts or associate of science degree at an Oklahoma two-year college in which the computer skills requirement was met. Satisfaction of this requirement may not reduce or remove any program requirements.

**ART**  
**Graphic Arts Concentration**  
**Bachelor of Fine Arts**

Major Code -- 0022

<b>I. General Education (45 HOURS)</b>		<b>III. Related Work</b>	<b>3</b>
<i>3 hours (ART 2273) counted in the Major</i>		<b>Required General Education</b>	<b>3</b>
Other hours needed	<b>42</b>	ART 2273 Survey of Multicultural Art	
Includes recommended math course -- MATH 1413		<b>IV. Minor (Not Required)</b>	
<b>II. Concentration in Graphic Arts</b>	<b>69</b>	<b>V. Electives</b>	<b>10</b>
<b>A. Foundation Core</b>	<b>27</b>	<b>VI. Total Hours Required</b>	<b>124</b>
ART 1113 Fundamentals of Art		<b>VII. Special Requirements</b>	
ART 1133 Basic Drawing		"Teachers" or "methods" courses do not count in the major.	
ART 1213 Basic Design I		The OSRHE computer proficiency graduation requirement will be met through completion of one of the courses in the institution's general education computer literacy option (including equated or substituted courses) or testing out of the challenge exam for one of these courses (all courses may not have challenge exams), <u>OR</u> successful completion of an associate of arts or associate of science degree at an Oklahoma two-year college in which the computer skills requirement was met. Satisfaction of this requirement may not reduce or remove any program requirements.	
ART 1313 Basic Design II		Students beginning at East Central University in the fall 2007 semester or later who have earned less than sixty-four semester hours are required to take two classes with a designated service-learning component. Students transferring to ECU for the first time in the fall 2007 semester or later with sixty-four or more semester hours will be required to take one class with a service-learning component.	
ART 2243 Art History Survey I			
ART 2253 Art History Survey II			
ART 2423 Color Theory			
ART 2943 Basic Graphic Design			
ART 3133 Advanced Drawing I			
<b>B. Studio Core</b>	<b>15</b>		
ART 3143 Advanced Drawing II			
ART 4213 History of Art-Contemporary			
Select 3 courses:			
ART 2213 Watercolor I			
ART 2313 Painting I			
ART 3403 Life Drawing I			
ART 3513 Sculpture I			
ART 3713 Printmaking I			
ART 3813 Ceramics I			
<b>C. Advanced Studio</b>	<b>6</b>		
Select 2 courses:			
ART 3213 Watercolor II			
ART 3313 Painting II			
ART 3613 Sculpture II			
ART 4713 Printmaking II			
<b>D. Graphic Arts</b>	<b>18</b>		
ART 3923 Digital Imaging I			
ART 3943 Graphic Design			
ART 4923 Digital Imaging II			
MCOM 1713 Introduction to Photography			
MCOM 3333 Intermediate Photography			
MCOM 3343 Digital Publishing			
<b>E. Capstone Course</b>	<b>3</b>		
ART 4973 Senior Exhibit			

**ART**  
**Teacher Certification Concentration**  
**Bachelor of Fine Arts**

**Major Code -- 0021**

<p><b>I. General Education (45 HOURS)</b></p> <p><i>9 hours (ART 2273, COMM 1113 and PSYCH 1113) counted in the Major</i></p> <p><i>Demonstrate novice high competency in a foreign language or complete a Foreign Language or American Sign Language course with a C or higher.</i></p> <p>Other hours needed <b>36</b></p> <p>Includes recommended courses MATH 1413 and BIOL 1114</p>	<p><b>III. Related Work</b> <b>9</b></p> <p><b>Required General Education</b> <b>9</b></p> <p>ART 2273 Survey Multicultural Art          COMM 1113 Fundamentals of Human Comm          PSYCH 1113 General Psychology</p> <p><b>IV. Minor</b></p> <p>Professional Education is used as the minor and no other minor is required.</p>
<p><b>II. Major in Art - Teacher Certification</b> <b>50</b></p> <p><b>A. Foundations Core</b> <b>18</b></p> <p>ART 1113 Fundamentals of Art          ART 1133 Basic Drawing          ART 1213 Basic Design I          ART 1313 Basic Design II          ART 2243 Art History Survey I          ART 2253 Art History Survey II</p> <p><b>B. Studio Core</b> <b>24</b></p> <p>ART 2213 Watercolor I <b>OR</b>          ART 3923 Digital Imaging I          ART 2313 Painting I          ART 3273 Aesthetics          ART 3403 Life Drawing I          ART 3513 Sculpture I          ART 3713 Printmaking I          ART 3813 Ceramics I          ART 3823 Crafts</p> <p><b>C. Advanced Studio - (Select one course)</b> <b>3</b></p> <p>ART 3313 Painting II          ART 3413 Life Drawing II          ART 3613 Sculpture II          ART 4713 Printmaking II          ART 4813 Ceramics II</p> <p><b>D. Methods Core</b> <b>5</b></p> <p>ART 4412 Art for Elementary Teachers          ART 4513 Art for Secondary Teachers</p>	<p><b>V. Professional Education</b> <b>30</b></p> <p>For course requirements see Professional Education.</p> <p><b>VI. Total Hours Required</b> <b>125</b></p> <p><b>VII. Special Requirements</b></p> <p>The OSRHE computer proficiency graduation requirement will be met through the completion of the courses EDUC 4611 Field Experience III and EDUC 4632 Educational Technology (including equated or substituted courses), both of which are required courses in the professional education sequence.</p> <p>Students beginning at East Central University in the fall 2007 semester or later who have earned less than sixty-four semester hours are required to take two classes with a designated service-learning component. Students transferring to ECU for the first time in the fall 2007 semester or later with sixty-four or more semester hours will be required to take one class with a service-learning component.</p>

**COMMUNICATION AND PERFORMANCE STUDIES****Communication Studies Concentration  
Bachelor of Arts****Major Code -- 0451**

<p><b>I. General Education (45 HOURS)</b></p> <p><i>6 hours (COMM 1113 and COMM 2333) counted in the Major</i></p> <p>Other hours needed <b>39</b></p> <p>Includes recommended math course--MATH 1413</p>	<p><b>III. Minor (Required) 16-21</b></p> <p>Recommended minors with this major include: English, history, political science, sociology, psychology, computer science, theatre, or mass communication. To minor in theatre, Communication Studies majors must take the 18 hour Theatre core beyond their 48 hours.</p>
<p><b>II. Communication Studies Concentration 48</b></p> <p><b>A. Required General Education 6</b></p> <p>COMM 1113 Fundamentals of Human Comm COMM 2333 Theatre in Life</p> <p><b>B. Communication &amp; Performance Studies Core 18</b></p> <p>COMM 1001 Intro to Comm &amp; Perform Studies COMM 1413 Acting I COMM 2002 Career Prep for Comm &amp; Perf Stu COMM 2153 Interpersonal Communication COMM 3000 Junior Studies Review COMM 3593 Dramatic and Rhetorical Analysis COMM 3613 Group Dynamics COMM 4000 Senior Studies Review COMM 4963 Senior Project in Comm &amp; Perf Stu</p> <p><b>C. Communication Studies Core 18</b></p> <p>COMM 3133 Organizational Communication COMM 3213 Persuasion COMM 3223 Gender Communication COMM 3243 Presentational Communication COMM 4183 Theories of Human Communication COMM 4423 Intercultural Communication</p> <p><b>D. Major Electives 6</b></p> <p>Select 6 hours from the following:</p> <p>COMM 1153 Voice and Diction COMM 2233 Argumentation and Debate COMM 2241 Intercollegiate Forensics (Max, 4 times) COMM 2253 Communication in the Workplace COMM 2313 Listening COMM 2881-4 Special Studies in Communication (Subject named in title listing) COMM 3513 Oral Interpretation COMM 4981-4 Seminar in Communication (Subject named in title listing) COMM 4991-4 Individual Study in Communication (Subject named in title listing)</p>	<p><b>IV. Electives 16-21</b></p> <p><b>V. Total Hours Required 124</b></p> <p><b>VI. Special Requirements</b></p> <p>“Teachers” or “methods” courses do not count in the major.</p> <p>The OSRHE computer proficiency graduation requirement will be met through completion of one of the courses in the institution’s general education computer literacy option (including equated or substituted courses) or testing out of the challenge exam for one of these courses (all courses may not have challenge exams), <u>OR</u> successful completion of an associate of arts or associate of science degree at an Oklahoma two-year college in which the computer skills requirement was met. Satisfaction of this requirement may not reduce or remove any program requirements.</p> <p>Students beginning at East Central University in the fall 2007 semester or later who have earned less than sixty-four semester hours are required to take two classes with a designated service-learning component. Students transferring to ECU for the first time in the fall 2007 semester or later with sixty-four or more semester hours will be required to take one class with a service-learning component.</p>

**COMMUNICATION AND PERFORMANCE STUDIES**  
**Musical Theatre Concentration**  
**Bachelor of Arts**

Major Code -- 0454

<b>I. General Education (45 HOURS)</b>	
<i>6 hours (COMM 1113 and COMM 2333) counted in the Major</i>	
Other hours needed	<b>39</b>
Includes recommended math course—MATH 1413	
<b>II. Musical Theatre Concentration</b>	<b>48</b>
<b>A. Required General Education</b>	<b>6</b>
COMM 1113 Fundamentals of Human Comm	
COMM 2333 Theatre in Life	
<b>B. Communication &amp; Performance Studies</b>	
<b>Core</b>	<b>18</b>
COMM 1001 Introduction to Comm & Perf Stu	
COMM 1413 Acting I	
COMM 2002 Career Prep for Comm & Perf Stu	
COMM 2153 Interpersonal Communication	
COMM 3000 Junior Studies Review	
COMM 3593 Dramatic and Rhetorical Analysis	
COMM 3613 Group Dynamics	
COMM 4000 Senior Studies Review	
COMM 4963 Senior Project in Comm & Perf Stu <sup>+</sup>	
<sup>+</sup> Student must obtain prior approval from advisor & program coordinator	
<b>C. Musical Theatre Core</b>	<b>18</b>
COMM 1153 Voice and Diction	
COMM 2453 Introduction to Technical Theatre	
COMM 3413 Play Directing	
COMM 4453 Costuming and Stage Makeup	
COMM 3503 History of Musical Theatre	
Select one of the following:	
COMM 3353 Theatre History & Dramatic Lit: Greeks to 1875	
COMM 3363 Theatre History & Dramatic Lit: The Modern Era	
<b>D. Major Electives</b>	<b>6</b>
Select six hours from the following:	
COMM 2423 Acting II (Subject named in title listing)	
COMM 2881-4 Special Studies in Communication (Subject named in title listing)	
COMM 3353 Theatre History & Dramatic Lit: Greeks to 1875 <b>OR</b>	
COMM 3363 Theatre History & Dramatic Lit: The Modern Era	
(may use course not taken in II. C.)	
COMM 3423 Acting III (Subject named in title listing)	
COMM 3453 Stage Lighting and Sound	
COMM 3483 Musical Theatre Workshop	
COMM 3513 Oral Interpretation	
COMM 4981-4 Seminar in Communication (Subject named in title listing)	
COMM 4991-4 Individual Study in Communication (Subject named in title listing)	

<b>III. Related Work</b>	<b>4</b>
At least four hours must be taken from one or more of the following fields: art, dance, and/or voice. These hours do not apply to the 48 hours required for the major. Recommended COMM courses include: 1612, 1632, 2612, 3311, and 3321. Should focus on areas not taken in the minor below.	
<b>IV. Minor (Required)</b>	<b>16-21</b>
A minor in music or dance is required for this major. Related work should focus on a non-minor area.	
<b>V. Electives</b>	<b>12-17</b>
<b>VI. Total Hours Required</b>	<b>124</b>
<b>VII. Special Requirements</b>	

“Teachers” or “methods” courses do not count in the major.

The OSRHE computer proficiency graduation requirement will be met through completion of one of the courses in the institution’s general education computer literacy option (including equated or substituted courses) or testing out of the challenge exam for one of these courses (all courses may not have challenge exams), OR successful completion of an associate of arts or associate of science degree at an Oklahoma two-year college in which the computer skills requirement was met. Satisfaction of this requirement may not reduce or remove any program requirements.

Students beginning at East Central University in the fall 2007 semester or later who have earned less than sixty-four semester hours are required to take two classes with a designated service-learning component. Students transferring to ECU for the first time in the fall 2007 semester or later with sixty-four or more semester hours will be required to take one class with a service-learning component.



**COMMUNICATION AND PERFORMANCE STUDIES****Speech Teacher Certification Concentration  
Bachelor of Arts****Major Code -- 0453**

<b>I. General Education (45 HOURS)</b>		<b>IV. Minor</b>	
<i>9 hours (COMM 1113, COMM 2333 and PSYCH 1113) counted in the Major</i>		Professional Education is used as the minor and no other minor is required.	
<i>Demonstrate novice high competency in a foreign language or complete a Foreign Language or American Sign Language course with a C or higher.</i>		<b>V. Professional Education</b>	<b>30</b>
Other hours needed	<b>36</b>	For course requirements see Professional Education.	
Includes recommended math course--MATH 1413		<b>VI. Electives</b>	<b>7</b>
<b>II. Speech Teacher Certification Concentration</b>	<b>48</b>	<b>VII. Total Hours Required</b>	<b>124</b>
<b>A. Required General Education</b>	<b>6</b>	<b>VIII. Special Requirements</b>	
COMM 1113 Fundamentals of Human Comm		The OSRHE computer proficiency graduation requirement will be met through the completion of the courses EDUC 4611 Field Experience III and EDUC 4632 Educational Technology (including equated or substituted courses), both of which are required courses in the professional education sequence.	
COMM 2233 Theatre in Life		Students beginning at East Central University in the fall 2007 semester or later who have earned less than sixty-four semester hours are required to take two classes with a designated service-learning component. Students transferring to ECU for the first time in the fall 2007 semester or later with sixty-four or more semester hours will be required to take one class with a service-learning component.	
<b>B. Communication &amp; Performance Studies</b>			
<b>Core</b>	<b>18</b>		
COMM 1001 Intro to Comm & Perform Studies			
COMM 1413 Acting I			
COMM 2002 Career Prep for Comm & Perf Stu			
COMM 2153 Interpersonal Communication			
COMM 3000 Junior Studies Review			
COMM 3593 Dramatic and Rhetorical Analysis			
COMM 3613 Group Dynamics			
COMM 4000 Senior Studies Review			
COMM 4963 Senior Project in Comm & Perf Stu**			
**Student must obtain prior approval from advisor and program coordinator			
<b>C. Speech Teacher Certification Core</b>	<b>24</b>		
COMM 2233 Argumentation & Debate			
COMM 2241 Intercollegiate Forensics			
(2 hours in same academic year)			
COMM 2453 Introduction to Technical Theatre			
COMM 3243 Presentational Communication			
<b>OR</b>			
COMM 3513 Oral Interpretation			
COMM 3353 Theatre History & Dramatic Lit: Greek to 1875			
<b>OR</b>			
COMM 3363 Theatre History & Dramatic Lit: The Modern Era			
COMM 3413 Play Directing			
<b>OR</b>			
COMM 4183 Theories of Human Comm			
COMM 4922 Methods of Teaching Speech & Debate			
COMM 4942 Methods of Teaching Drama			
MCOM 1733 Intro to Mass Media			
<b>III. Related Work</b>	<b>3</b>		
<b>Required General Education</b>	<b>3</b>		
PSYCH 1113 General Psychology			

**COMMUNICATION AND PERFORMANCE STUDIES**

**Theatre Concentration**

**Bachelor of Arts**

**Major Code -- 0452**

<b>I. General Education (45 HOURS)</b>	
<i>6 hours (COMM 1113 and COMM 2333) counted in the Major</i>	
Other hours needed	<b>39</b>
Includes recommended math course--MATH 1413	
<b>II. Theatre Concentration</b>	<b>48</b>
<b>A. Required General Education</b>	<b>6</b>
COMM 1113 Fundamentals of Human Comm	
COMM 2333 Theatre in Life	
<b>B. Communication &amp; Performance Studies</b>	
<b>Core</b>	<b>18</b>
COMM 1001 Intro to Comm & Perform Studies	
COMM 1413 Acting I	
COMM 2002 Career Prep for Comm & Perf Stu	
COMM 2153 Interpersonal Communication	
COMM 3000 Junior Studies Review	
COMM 3593 Dramatic and Rhetorical Analysis	
COMM 3613 Group Dynamics	
COMM 4000 Senior Studies Review	
COMM 4963 Senior Project in Comm & Perf Stu**	
**Student must obtain prior approval from advisor & program coordinator	
<b>C. Theatre Core</b>	<b>18</b>
COMM 1153 Voice & Diction	
COMM 2453 Introduction to Technical Theatre	
COMM 3353 Theatre History & Dramatic Lit: Greeks to 1875	
COMM 3363 Theatre History & Dramatic Lit: The Modern Era	
COMM 3413 Play Directing	
COMM 3433 Stagecraft & Scene Design	
<b>D. Major Electives</b>	<b>6</b>
Select 6 hours from the following:	
COMM 2423 Acting II (Subject named in title listing)	
COMM 2881-4 Special Studies in Comm (Subject named in title listing)	
COMM 3423 Acting III (Subject named in title listing)	
COMM 3453 Stage Lighting and Sound	
COMM 3503 History of Musical Theatre	
COMM 3513 Oral Interpretation	
COMM 4453 Costuming and Makeup for the Stage	
COMM 4981-4 Seminar in Communication (Subject named in title listing)	
COMM 4991-4 Individual Study in Comm (Subject named in title listing)	

<b>III. Related Work</b>	<b>4</b>
At least four hours must be taken from one or more of the following fields: art, dance, and/or voice. These hours do not apply to the 42 hours required for the major. Recommended COMM courses include: 1612, 1632, 2612, 3311, and 3321.	
<b>IV. Minor (Required)</b>	<b>16-21</b>
The minor for this Concentration should be selected with department counsel. Theatre Concentration majors may minor in Communication Studies by taking the 18 hour Communication Studies core beyond their 48 hours.	
<b>V. Electives</b>	<b>12-17</b>
<b>VI. Total Hours Required</b>	<b>124</b>
<b>VII. Special Requirements</b>	

“Teachers” or “methods” courses do not count in the major.

The OSRHE computer proficiency graduation requirement will be met through completion of one of the courses in the institution’s general education computer literacy option (including equated or substituted courses) or testing out of the challenge exam for one of these courses (all courses may not have challenge exams), **OR** successful completion of an associate of arts or associate of science degree at an Oklahoma two-year college in which the computer skills requirement was met. Satisfaction of this requirement may not reduce or remove any program requirements.

Students beginning at East Central University in the fall 2007 semester or later who have earned less than sixty-four semester hours are required to take two classes with a designated service-learning component. Students transferring to ECU for the first time in the fall 2007 semester or later with sixty-four or more semester hours will be required to take one class with a service-learning component.

**Minor in Communication and Performance Studies -  
Communication - 450B**

MCOM 1733 Introduction to Mass Media

Select one of the following:

COMM 1113 Fundamentals of Human Comm  
COMM 2253 Communication in the Workplace

Select twelve hours from the following (Nine hours must be selected from 3000-4000 courses)

COMM 1153 Voice and Diction  
COMM 2133 Interviewing  
COMM 2153 Interpersonal Communication  
COMM 2233 Argumentation and Debate  
COMM 2313 Listening  
COMM 2881-4 Special Studies in Communication  
(Subject named in title listing)  
COMM 3133 Organizational Communication  
COMM 3213 Persuasion  
COMM 3243 Presentational Communication  
COMM 3613 Group Dynamics  
COMM 4183 Theories of Human Communication  
COMM 4423 Intercultural Communication  
COMM 4981-4 Seminar in Communication  
(Subject named in title listing)**Minimum Total Hours 18**

"Teachers" or "methods" courses do not count in the minor.

**Minor in Communication and Performance Studies -  
Theatre - 450A**

COMM 2333 Theatre in Life

Select one of the following:

COMM 1413 Acting I  
COMM 2453 Intro to Technical Theatre  
COMM 3353 Theatre History & Dramatic Lit:  
Greek to 1875

Select one of the following:

COMM 3363 Theatre History & Dramatic Lit:  
The Modern Era  
COMM 3433 Stagecraft and Scene Design  
COMM 3513 Oral Interpretation

Twelve hours approved courses in Communication

**Minimum Total Hours 21**

"Teachers" or "methods" courses do not count in the minor.

**Minor in Dance - 200B**

COMM 4521 Dance Senior Project

Select six hours from the following:

COMM 1612 Theo & Tech in Dance I (Ballet I)  
COMM 1612 Theo & Tech in Dance I (Jazz Dance I)  
COMM 1612 Theo & Tech in Dance I (Modern Dance I)  
COMM 1612 Theo & Tech in Dance I (Tap I)  
COMM 1621 Dance Production (Enroll in two semesters)  
COMM 1632 Movement for the Stage

Select six hours from the following:

COMM 2612 Theo & Tech in Dance II (Ballet II)  
COMM 2612 Theo & Tech in Dance II (Improvisation II)  
COMM 2612 Theo & Tech in Dance II (Jazz II)  
COMM 2612 Theo & Tech in Dance II (Mod Dance II)  
COMM 2612 Theo & Tech in Dance II (Musical Theatre Dance)  
COMM 2612 Theo & Tech in Dance II (Tap II)  
COMM 3102 ECU Dance Ensemble (Department Approval-Audition required; may be repeated for up to four hours credit)

Select five hours from the following:

COMM 2262 Social Dancing Techs for the Stage  
EDUC 3333 Creative Arts for Young Children  
KIN 2332 Skills and Techs in Movement Exploration,  
& Fitness

Other approved courses in COMM or KIN with significant Dance content.

**Minimum Total Hours 18**

**CRIMINAL JUSTICE**  
**Adult Corrections Concentration**  
**Bachelor of Arts**

**Major Code -- 0522**

<p><b>I. General Education (45 HOURS)</b></p> <p><i>6 hours (PSYCH 1113 and SOC 1113) counted in the Major</i></p> <p>Other hours needed <b>39</b></p> <p>Includes recommended math course - MATH 1413</p> <p><b>II. Concentration in Adult Corrections 45</b></p> <p><b>A. Required Courses 39</b></p> <p>CRJS 2233 Introduction to Criminal Justice  CRJS 3333 Criminal Behavior  CRJS 3643 Criminal Justice Issues  CRJS 3653 Alternatives to Incarceration  CRJS 4413 Correctional Programs and Settings  CRJS 4473 Legal Aspects of the Crim Justice Process  HURES 2083 Human Behavior &amp; Social Environment I  HURES 2103 Interviewing Techniques  HURES 3183 Case Management Practice  HURES 4946 Internship--Adult Corrections  HURES 4946 Internship--Adult Corrections</p> <p><b>B. Required Criminal Justice-Adult Corrections Electives 6</b></p> <p>Select two of the following:  CRJS 2253 Adult Correctional Systems  CRJS 2353 Juvenile Justice System  CRJS 2453 The Police Function</p> <p><b>III. Related Work 6</b></p> <p><b>Required General Education 6</b></p> <p>PSYCH 1113 General Psychology (Satisfies gen ed requirements and must be completed prior to enrollment in HURES 2083 Human Behav and Soc Env I and HURES 2103 Interviewing Techniques.)  SOC 1113 Introduction to Sociology (Satisfies gen ed requirements and must be completed prior to enrollment in HURES 2083 Human Behav and Soc Env I and HURES 2103 Interviewing Techniques.)</p>	<p><b>IV. Minor (Required) 16-21</b></p> <p>It is recommended that the Criminal Justice major select a minor from the Department of Human Resources or a related field.</p> <p><b>V. Electives 7-12</b></p> <p><b>VI. Total Hours Required 124</b></p> <p><b>VII. Special Requirements</b></p> <p>“Teachers” or “methods” courses do not count in the major.</p> <p>The OSRHE computer proficiency graduation requirement will be met through completion of one of the courses in the institution’s general education computer literacy option (including equated or substituted courses) or testing out of the challenge exam for one of these courses (all courses may not have challenge exams), <u>OR</u> successful completion of an associate of arts or associate of science degree at an Oklahoma two-year college in which the computer skills requirement was met. Satisfaction of this requirement may not reduce or remove any program requirements.</p> <p>Students beginning at East Central University in the fall 2007 semester or later who have earned less than sixty-four semester hours are required to take two classes with a designated service-learning component. Students transferring to ECU for the first time in the fall 2007 semester or later with sixty-four or more semester hours will be required to take one class with a service-learning component.</p>
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**CRIMINAL JUSTICE**  
**Juvenile Justices Concentration**  
**Bachelor of Arts**

Major Code -- 0521

<b>I. General Education (45 HOURS)</b>  <i>6 hours (PSYCH 1113 and SOC 1113) counted in the Major</i>  Other hours needed <b>39</b>  Includes recommended math course - MATH 1413	<b>IV. Minor (Required)</b> <b>16-21</b>  It is recommended that the Criminal Justice major select a minor from the Department of Human Resources or a related field.
<b>II. Concentration in Juvenile Justice</b> <b>45</b>  <b>A. Required Courses</b> <b>42</b> CRJS 2233 Introduction to Criminal Justice CRJS 2353 Juvenile Justice System CRJS 3643 Criminal Justice Issues CRJS 4153 Juvenile Programs and Settings CRJS 4473 Legal Aspects Crim Just Proc HURES 2083 Human Beh and Social Env I HURES 2103 Interviewing Techniques HURES 3183 Case Management Practice HURES 3763 Group Processes and Practice HURES 4453 Intervention Techniques HURES 4946 Internship--Juvenile Justice HURES 4946 Internship--Juvenile Justice  <b>B. Required Crim Just-Juv Justice Electives</b> <b>3</b> Select one of the following: CRJS 2253 Adult Correctional Systems CRJS 2453 The Police Function	<b>V. Electives</b> <b>7-12</b>  <b>VI. Total Hours Required</b> <b>124</b>  <b>VII. Special Requirements</b>  “Teachers” or “methods” courses do not count in the major.  The OSRHE computer proficiency graduation requirement will be met through completion of one of the courses in the institution’s general education computer literacy option (including equated or substituted courses) or testing out of the challenge exam for one of these courses (all courses may not have challenge exams), <u>OR</u> successful completion of an associate of arts or associate of science degree at an Oklahoma two-year college in which the computer skills requirement was met. Satisfaction of this requirement may not reduce or remove any program requirements.  Students beginning at East Central University in the fall 2007 semester or later who have earned less than sixty-four semester hours are required to take two classes with a designated service-learning component. Students transferring to ECU for the first time in the fall 2007 semester or later with sixty-four or more semester hours will be required to take one class with a service-learning component.
<b>III. Related Work</b> <b>6</b>  <b>Required General Education</b> <b>6</b>  PSYCH 1113 General Psychology (Satisfies gen ed requirements and must be completed prior to enrollment in HURES 2083 Human Behav and Soc Env I and HURES 2103 Interviewing Techniques.)  SOC 1113 Introduction to Sociology (Satisfies gen ed requirements and must be completed prior to enrollment in HURES 2083 Human Behav and Soc Env I and HURES 2103 Interviewing Techniques.)	



**CRIMINAL JUSTICE**  
**Law Enforcement Concentration**  
**Bachelor of Arts**

**Major Code -- 0523**

**I. General Education (45 HOURS)**

*6 hours (PSYCH 1113 and SOC 1113) counted in the Major*

Other hours needed **39**

Includes recommended math course - MATH 1413

**II. Concentration in Law Enforcement 59**

- A. Required Courses 50**
- CRJS 2233 Introduction to Criminal Justice
  - CRJS 2353 Juvenile Justice System
  - CRJS 2423 Introduction to Law Enforcement
  - CRJS 2453 The Police Function
  - CRJS 3333 Criminal Behavior
  - CRJS 4293 Police Administration
  - CRJS 4333 Criminal Investigation I
  - CRJS 4343 Criminal Investigation II
  - CRJS 4473 Legal Aspects Crim Just Process
  - CRJS 4623 Interrogation Techniques
  - HURES 2083 Human Behavior & Social Environment
  - HURES 2103 Interviewing Techniques
  - HURES 4946 Internship--Law Enforcement
  - HURES 4946 Internship--Law Enforcement **OR**
  - HURES 4946 Internship--COPS
  - HURES 4946 Internship--COPS
  - KIN 2272 First Aid

- B. Required Crim Just-Law Enf Electives 6**
- Select two from the following:
- CRJS 2253 Adult Correctional Systems
  - CRJS 3643 Criminal Justice Issues
  - SOC 2113 Social Problems
  - SOC 3133 Majority/Minority Relations

- C. Required Crim Just-Law Enf Electives 3**
- Select one from the following:
- MATH 2213 Introduction to Probability & Statistics
  - SOC 3833 Statistics for Social Sciences

**III. Related Work 6**

- A. Required General Education 6**
- PSYCH 1113 General Psychology (Satisfies gen ed requirements and must be completed prior to enrollment in HURES 2083 Human Behav and Soc Env I and HURES 2103 Interviewing Techniques.)
  - SOC 1113 Introduction to Sociology (Satisfies gen ed requirements and must be completed prior to enrollment in HURES 2083 Human Behav and Soc Env I and HURES 2103 Interviewing Techniques.)

**IV. Minor (Not Required)**

**V. Electives 20**

Students must ensure that an adequate number of upper level courses are taken to meet the 40-hour minimum requirement for upper level courses. Students are encouraged to take liberal arts courses to broaden their educational perspectives.

**VI. Total Hours Required 124**

**VII. Special Requirements**

“Teachers” or “methods” courses do not count in the major.

The OSRHE computer proficiency graduation requirement will be met through completion of one of the courses in the institution’s general education computer literacy option (including equated or substituted courses) or testing out of the challenge exam for one of these courses (all courses may not have challenge exams), OR successful completion of an associate of arts or associate of science degree at an Oklahoma two-year college in which the computer skills requirement was met. Satisfaction of this requirement may not reduce or remove any program requirements.

Students beginning at East Central University in the fall 2007 semester or later who have earned less than sixty-four semester hours are required to take two classes with a designated service-learning component. Students transferring to ECU for the first time in the fall 2007 semester or later with sixty-four or more semester hours will be required to take one class with a service-learning component.

**Minor in Criminal Justice**

**For Majors in Human Resources Fields - 520A**

CRJS 2233 Introduction to Criminal Justice  
 CRJS 3333 Criminal Behavior  
 CRJS 3643 Criminal Justice Issues  
 CRJS 4473 Legal Aspects Crim Just Process  
 Six hours of electives approved by Criminal Justice faculty

**Minimum Total Hours 18**

The Juvenile Justice major must select, with Criminal Justice faculty approval, six hours in Criminal Justice to substitute for CRJS 2233 and 4473.

**For Majors Not in Human Resources Fields - 520B**

CRJS 2233 Introduction to Criminal Justice  
 CRJS 3333 Criminal Behavior  
 HURES 2103 Interviewing Techniques  
 HURES 3183 Case Management Practice  
 Six hours of electives approved by Criminal Justice faculty

**Minimum Total Hours 18**

**Minor in Juvenile Justice**

**For Majors in Human Resources Field - 520C**

CRJS 2233 Introduction to Criminal Justice  
 CRJS 2353 Juvenile Justice System  
 CRJS 4153 Juvenile Programs and Settings  
 CRJS 4473 Legal Aspects Crim Just Proc  
 HURES 4453 Intervention Techniques  
 SOWK 4423 Human Behavior and Social Environ II

**Minimum Total Hours 18**

The Criminal Justice major must select, with Juvenile Justice faculty approval, nine hours to substitute for CRJS 2233, 2353, and 4473.

The Social Work major must select, with Juvenile Justice faculty approval, three hours to substitute for SOWK 4423.

The Counseling major must select, with Juvenile Justice faculty approval, three hours to substitute for HURES 4453.

**For Majors Not in Human Resources Fields - 520D**

CRJS 2353 Juvenile Justice System  
 CRJS 4153 Juvenile Programs and Settings  
 HURES 2083 Human Behavior & Social Environment  
 HURES 2103 Interviewing Techniques  
 HURES 3183 Case Management Practice  
 HURES 4453 Intervention Techniques

**Minimum Total Hours 18**

**ENGLISH**

**Bachelor of Arts**

**Major Code -- 0145**

- I. General Education (45 HOURS)**  
*6 hours (ENG 1113 and 1213) counted in the Major*  
 Other hours needed **39**  
 Includes recommended math course - MATH 1413
- II. Major in English 48**  
 (At least 12 hours must be at the 4000 level)
- A. Required General Education 6**  
 ENG 1113 Freshman Composition I  
 ENG 1213 Freshman Composition II **OR**  
 HNRS 2313 Enduring Questions: Perspectives from  
 Rhetoric and Research (Honors  
 Students Only)
- B. Required in the English Major 3**  
 ENG 4943 Language Awareness
- C. Required Electives in the English Major 39**  
 Six hours from the following (literature):  
 ENG 3143 Introduction to Film  
 ENG 3323 Critical Approaches to Prose  
 ENG 3333 Critical Approaches to Poetry
- Three hours from the following (American literature):  
 ENG 2423 American Lit to Whitman  
 ENG 2433 American Lit since Whitman  
 ENG 4523 American Lit: Period, Movement, or Type  
 (Subject named in title listing)
- Three hours from the following (British literature):  
 ENG 2643 British Lit to 1800  
 ENG 2653 British Lit since 1800  
 ENG 4543 British Lit: Period, Movement, or Type  
 (Subject named in title listing)
- Three hours from the following (language):  
 ENG 3123 Introduction to Linguistics  
 ENG 3353 Approaches to Grammar  
 ENG 4823 Special Topics in Language  
 (Subject named in title listing)
- Nine hours from the following (writing):  
 ENG 2243 Introduction to Creative Writing  
 ENG 3113 Reading and Writing Advanced Essays  
 ENG 3183 Technical and Professional Writing  
 ENG 3193 Persuasive Writing and Logic  
 ENG 3343 Composing Theories and Practice  
 ENG 3373 Creative Writing: Genre  
 (Subject named in title listing)
- Fifteen additional hours from any of the above areas or  
 from the following:  
 ENG 2713 Publications Practicum-Originals  
 ENG 3733 Teaching Lit in Secondary School  
 ENG 4553 World Lit: Period, Movement, or Type  
 (Subject named in title listing)  
 ENG 4613 Genre: Period, Movement, or Type  
 (Subject named in title listing)  
 ENG 4743 Methods of Teaching English  
 (Subject named in title listing)  
 ENG 4813 Special Topics in Literature  
 (Subject named in title listing)  
 ENG 4981-4 Seminar in English  
 (Subject named in title listing)  
 ENG 4991-4 Individual Study in English  
 (Subject named in title listing)

**III. Minor (Required) 16-21**

A minor with the English major may be selected by the student from a wide range of disciplines, including the following: foreign language, mass communications, communication studies, and history or other social sciences.

**IV. Electives 16-21**

**V. Total Hours Required 124**

**VI. Special Requirements**

“Teachers” or “methods” courses with the exception of ENG 3733 and 4473 do not count in the major.

The OSRHE computer proficiency graduation requirement will be met through completion of one of the courses in the institution’s general education computer literacy option (including equated or substituted courses) or testing out of the challenge exam for one of these courses (all courses may not have challenge exams), **OR** successful completion of an associate of arts or associate of science degree at an Oklahoma two-year college in which the computer skills requirement was met. Satisfaction of this requirement may not reduce or remove any program requirements.

Students beginning at East Central University in the fall 2007 semester or later who have earned less than sixty-four semester hours are required to take two classes with a designated service-learning component. Students transferring to ECU for the first time in the fall 2007 semester or later with sixty-four or more semester hours will be required to take one class with a service-learning component.

**ENGLISH**  
**Teacher Certification Concentration**  
**Bachelor of Arts**

Major Code -- 0144

<p><b>I. General Education (45 HOURS)</b></p> <p><i>15 hours (COMM 1113, ENG 1113 and 1213, HUM 2313, and PSYCH 1113) counted in the Major</i></p> <p><i>Demonstrate novice high competency in a foreign language or complete a Foreign Language or American Sign Language course with a C or higher.</i></p> <p>Other hours needed <b>30</b> Includes recommended courses MATH 1413 and BIOL 1114</p>	<p><b>III. Related Work</b> <b>9</b></p> <p><b>Required General Education</b> <b>9</b>            COMM 1113 Fundamentals of Human Comm            HUM 2313 Ethnic Literature            PSYCH 1113 General Psychology</p> <p><b>IV. Minor</b></p> <p>Professional Education is used for the minor and no other minor is required.</p>
<p><b>II. Major in English-Teacher Certification</b> <b>51</b></p> <p><b>A. Required General Education</b> <b>6</b>            ENG 1113 Freshman Composition I            ENG 1213 Freshman Composition II <b>OR</b>            HNRS 2313 Enduring Questions: Perspectives from Rhetoric and Research (Honors Students Only)</p> <p><b>B. Required in the English-Teacher Certification Major</b> <b>27</b>            Language:            ENG 3123 Introduction to Linguistics            ENG 3353 Approaches to Grammar            ENG 4943 Language Awareness            Writing:            ENG 3193 Persuasive Writing and Logic            ENG 3343 Composing Theories and Practice            Literature:            ENG 3143 Introduction to Film            ENG 4553 World Literature: Period, Mvmt, or Type (Subject named in title listing)            Methods:            ENG 3733 Tchg Lit in Secondary School            ENG 4743 Methods of Teaching English</p> <p><b>C. Required English-Teacher Certification Electives</b> <b>18</b>            Writing:            Select one of the following:            ENG 2243 Introduction to Creative Writing            ENG 3113 Reading &amp; Writing Advanced Essays            ENG 3373 Creative Writing Genre            Literature:            Select three of the following:            ENG 2423 Am Literature to Whitman            ENG 2433 Am Literature Since Whitman            ENG 2643 British Literature to 1800            ENG 2653 British Literature Since 1800            Select one of the following:            ENG 3323 Critical Approaches to Prose            ENG 3333 Critical Approaches to Poetry            Select one of the following:            ENG 4523 Amer Lit: Period, Mvmt or Type (Subject named in title listing)            ENG 4543 British Lit: Period, Mvmt or Type (Subject named in title listing)</p>	<p><b>V. Professional Education</b> <b>30</b></p> <p>For course requirements see Professional Education.</p> <p><b>VI. Electives</b> <b>4</b></p> <p><b>VII. Total Hours Required</b> <b>124</b></p> <p><b>VIII. Special Requirements</b></p> <p>The OSRHE computer proficiency graduation requirement will be met through the completion of the courses EDUC 4611 Field Experience III and EDUC 4632 Educational Technology (including equated or substituted courses), both of which are required courses in the professional education sequence.</p> <p>Students beginning at East Central University in the fall 2007 semester or later who have earned less than sixty-four semester hours are required to take two classes with a designated service-learning component. Students transferring to ECU for the first time in the fall 2007 semester or later with sixty-four or more semester hours will be required to take one class with a service-learning component.</p>

**Minor in English--140D**

- Three hours from the following (literature):
- ENG 2423 American Literature to Whitman
  - ENG 2433 American Literature since Whitman
  - ENG 2643 British Literature to 1800
  - ENG 2653 British Literature since 1800
  - ENG 3143 Introduction to Film
  - ENG 3323 Critical Approaches to Prose
  - ENG 3333 Critical Approaches to Poetry
  - ENG 4523 American Lit: Period, Movement, or Type (Subject named in title listing)
  - ENG 4543 British Lit: Period, Movement, or Type (Subject named in title listing)
  - ENG 4553 World Lit: Period, Movement, or Type (Subject named in title listing)
  - ENG 4613 Genre: Period, Movement, or Type (Subject named in title listing)
  - ENG 4813 Special Topics in Literature (Subject named in title listing)

- Three hours from the following (language theory):
- ENG 3123 Introduction to Linguistics
  - ENG 3353 Approaches to Grammar
  - ENG 4823 Special Topics in Language (Subject named in title listing)

- Three hours from the following (writing):
- ENG 2243 Introduction to Creative Writing
  - ENG 2713 Publications Practicum
  - ENG 3113 Reading and Writing Advanced Essays
  - ENG 3183 Technical and Professional Writing
  - ENG 3193 Persuasive Writing and Logic
  - ENG 3343 Composing Theories and Practices
  - ENG 3373 Introduction to Creative Writing: Genre (Subject named in title listing)

Twelve hours of approved electives with ENG prefix (ENG 1113 and ENG 1213 not included).

**Minimum Total Hours 21**  
(NOTE: At least 6 hours must be at the 3000-4000 level.)

**Minor in English as a Second Language (ESL) - 720A**

- ENG 3123 Introduction to Linguistics
  - ENG 3353 Approaches to Grammar
  - ENG 4823 Special Topics in Language Arts (this course will be taken twice with different topics)
  - HUM 2713 Language and Culture
- Three hours foreign language (taken, not tested out, ASL not accepted)

**Minimum Total Hours 18**

**Minor in Humanities - 730A**

Students must complete 12 hours of required courses in the G area of General Education to satisfy General Education graduation requirements. One of the courses with ART, COMM, HIST, HUM or MUS prefixes taken to satisfy General Education G.1 or G.2 area requirements may apply toward the Humanities minor. Students will need 15 additional hours beyond G.1 and G.2 General Education requirements to complete the Humanities minor.

- Select one of the following:
- HIST 1113 Early Western Civilization
  - HUM 2113 General Humanities I

- Select one of the following:
- HIST 1123 Modern Western Civilization
  - HUM 2123 General Humanities II

Select nine hours from the following:  
General Education G.1 and/or G.2 area courses with ART, COMM, HIST, HUM or MUS prefixes.

And/or

- ART**
- ART 2243 Art History Survey I
  - ART 2253 Art History Survey II
  - ART 4213 History of Art-Contemporary
  - ART 4273 History of Art-Classical
  - ART 4983 Seminar in Art (Subject named in title listing)
- COMM**
- COMM 3403 Theatre History Survey
  - COMM 4423 Intercultural Communication
- ENG**
- ENG 2423 American Lit to Whitman
  - ENG 2433 American Lit since Whitman
  - ENG 2643 British Lit to 1800
  - ENG 2653 British Lit since 1800
  - ENG 3143 Introduction to Film
  - ENG 3323 Critical Approaches to Prose
  - ENG 3333 Critical Approaches to Poetry
  - ENG 4000 level literature
- HIST**
- Any HIST except HIST 3133, 3883 and 4543
- MCOM**
- MCOM 1733 Introduction to Mass Media
- MUS**
- MUS 3633 History of Music Through Bach
  - MUS 3643 History of Music since Bach

Three hours 4000 level approved humanities course from ART, COMM, ENG, HIST, HUM or MUS.

**Minimum Total Hours 18**

**Minor in Russian Studies - 710A**

- RUSS 1113 Elementary Russian I
- RUSS 1223 Elementary Russian II

- Select one of the following:
- RUSS 2883 Special Studies in Russian (Subject named in title listing)
  - RUSS 4983 Seminar in Russian (Subject named in title listing)

9 hours 3000-4000 level electives in Russian, Art, History, Literature, or Political Science with significant Russian content. May include:

- HIST 3623 Twentieth Century Eastern Europe
- HIST 4133 Modern Russia
- PS 4163 Post Soviet Bloc Politics

**Minimum Total Hours 18**

**Minor in Spanish - 420A**

- SPAN 1223 Elementary Spanish II
  - SPAN 2113 Intermediate Spanish I
  - SPAN 2223 Intermediate Spanish II
- Nine hours upper-division Spanish courses (3000-4000 level)

**Minimum Total Hours 18**

“Teachers” or “methods” courses and courses taught in English do not apply on the minor.



## HISTORY

## Bachelor of Arts

Major Code -- 0220

**I. General Education (45 HOURS)***9 hours (HIST 1113, 1123, and 2483) counted in the Major*Other hours needed **36**

Includes recommended math course--MATH 1413

**II. Major in History 42**

(At least 24 hours must be at the 3000-4000 level)

**A. Required General Education 9**

HIST 1113 Early Western Civilization  
 HIST 1123 Modern Western Civilization  
 HIST 2483 U.S. History Survey to 1877

**B. Required in the History Major 27**

HIST 2493 U.S. History Survey since 1877  
 HIST 3333 Vistas in World History  
 HIST 3343 Vistas in U.S. History  
 HIST 3883 Writing in History (Subject named in title listing) This course is mandatory and will be credited to one of the three general areas below: a) United States; b) European; c) World

a) **6 Hours** - United States History (3000-4000 level)  
 (A course in pre-1877 and a course in post-1877 or one of those fields and a topical course are recommended.)

b) **6 Hours** - European History (3000-4000 level)  
 (A course in Ancient/Medieval and a course in Modern Europe after 1500 or one of those fields and a topical course are recommended.)

c) **6 Hours** - World History (3000-4000 level)

**C. Required History Electives 6**

Six hours approved electives in History

**III. Minor (Required) 16-21****IV. Electives 25-30****V. Total Hours Required 124****VI. Special Requirements**

An earned grade of C or higher is required of all History courses to count in the History Major.

“Teachers” or “methods” courses do not count in the major.

The OSRHE computer proficiency graduation requirement will be met through completion of one of the courses in the institution’s general education computer literacy option (including equated or substituted courses) or testing out of the challenge exam for one of these courses (all courses may not have challenge exams), OR successful completion of an associate of arts or associate of science degree at an Oklahoma two-year college in which the computer skills requirement was met. Satisfaction of this requirement may not reduce or remove any program requirements.

Students beginning at East Central University in the fall 2007 semester or later who have earned less than sixty-four semester hours are required to take two classes with a designated service-learning component. Students transferring to ECU for the first time in the fall 2007 semester or later with sixty-four or more semester hours will be required to take one class with a service-learning component.

**Minor in History - 220A**

Eighteen hours History courses  
 (at least six hours of 3000-4000 level History courses)

**Minimum Total Hours 18**

“Teachers” or “methods” courses do not count in the minor.

**Minor in Oklahoma Studies - 670A**

HUM 2513 Intro to Oklahoma Cultural Studies

Select one of the following:

HIST 4993 Individual Study in History  
 (Subject named in title listing)  
 ENG 4993 Individual Study in English  
 (Subject named in title listing)

12 hours other approved courses in history, English, geography or other areas with significant Oklahoma content. A minimum of 6 of these hours must be in Native American Studies.

**Minimum Total Hours 18**

**HISTORY**  
**Teacher Certification Concentration**  
**Bachelor of Arts**

**Major Code -- 0221**

**I. General Education (45 HOURS)**

*15 hours (COMM 1113, HIST 1113, 1123, and HIST 2483, and PSYCH 1113) counted in the Major*

*Demonstrate novice high competency in a foreign language or complete a Foreign Language or American Sign Language course with a C or higher.*

Other hours needed **30**

Includes recommended courses MATH 1413 and BIOL 1114

**II. Major in History-Teacher Certification 42**

(At least 21 History hours must be 3000-4000 level)

**A. Required General Education 9**

- HIST 1113 Early Western Civilization
- HIST 1123 Modern Western Civilization
- HIST 2483 U.S. History Survey to 1877

**B. Required in the History-Teacher Certification Major 12**

- HIST 2493 U.S. History Survey since 1877
- HIST 2213 Oklahoma History
- HIST 3333 Vistas in World History
- HIST 3343 Vistas in U.S. History

**C. Required History Electives**

- 21
- HIST 3883 Writing in History (Subject named in title listing) This course is mandatory and will be counted in one of the three general areas below: a) United States; b) European; c) World
    - a) **6 Hours** - United States History (3000-4000 level) (A course in pre-1877 and a course in post-1877 or one of those fields and a topical course are recommended.)
    - b) **6 Hours** - European History (3000-4000 level) (A course in Ancient/Medieval and a course in Modern Europe after 1500 or one of those fields and a topical course are recommended.)
    - c) **6 Hours** - World History (3000-4000 level)
    - d) **3 Hours** - Approved (3000-4000 level) electives

**III. Related Work 21**

**A. Required General Education 6**

- COMM 1113 Fundamentals of Human Comm
- PSYCH 1113 General Psychology

**B. Required Related Electives 15**

SOSTU 4873 Methods in Secondary Social Studies  
**AND**

Students must complete requirements in each of the following three areas that have NOT been counted in those areas for General Education credit:

1. Economics  
 Select one of the following:  
 ECON 2003 Principles of Macroeconomics  
 ECON 2013 Principles of Microeconomics
2. Geography  
 Select one of the following:  
 GEOG 1113 Elements of Human Geography  
 GEOG 2513 World Regional Geography  
 GEOG 3223 Geography of Oklahoma  
 GEOG 3323 Principles of Economic Geography
3. Political Science  
 Students must complete 3 hours of Political Science beyond PS 1113 (U. S. Government)
4. Anthropology and Culture  
 Select one of the following:  
 GESOC 4853 Comparative Cultures  
 SOC 2713 Intro to Cultural Anthropology  
 SOC 2223 Introduction to Physical Anthropology

**IV. Minor**

Professional Education is used as the minor and no other minor is required.

**V. Professional Education 30**

For course requirements see Professional Education.

**VI. Electives 1**

**VII. Total Hours Required 124**

**VIII. Special Requirements**

An earned grade of C or higher is required of all History courses to count in the History Major.

The OSRHE computer proficiency graduation requirement will be met through the completion of the courses EDUC 4611 Field Experience III and EDUC 4632 Educational Technology (including equated or substituted courses), both of which are required courses in the professional education sequence.

Students beginning at East Central University in the fall 2007 semester or later who have earned less than sixty-four semester hours are required to take two classes with a designated service-learning component. Students transferring to ECU for the first time in the fall 2007 semester or later with sixty-four or more semester hours will be required to take one class with a service-learning component.

**HUMAN SERVICES COUNSELING****Aging Services Concentration****Bachelor of Arts****Major Code -- 0261**

<p><b>I. General Education (45 HOURS)</b></p> <p><i>6 hours (PSYCH 1113 and SOC 1113) counted in the Major</i></p> <p>Other hours needed <b>39</b></p> <p>Includes recommended math course - MATH 1413</p> <p><b>II. Concentration in Aging Services 45</b></p> <p><b>A. Required Concentration in Aging Services 42</b></p> <p>HRPSY 3253 Psychology of Aging  HURES 2083 Human Behavior and Social Env I  HURES 2103 Interviewing Techniques  HURES 2183 Fundamentals of Counseling  HURES 2293 Introduction to Aging  HURES 3183 Case Management Practice  HURES 3763 Group Processes and Practice  HURES 4263 Gerontological Program Management  HURES 4443 Counseling Services  HURES 4453 Intervention Techniques  HURES 4946 Internship--Aging Services  HURES 4946 Internship--Aging Services</p> <p><b>B. Required Human Resources-Aging Services Electives 3</b></p> <p>Three hours electives in Human Resources Department or related areas approved by major faculty</p> <p><b>III. Related Work 6</b></p> <p><b>Required General Education 6</b></p> <p>PSYCH 1113 General Psychology (Satisfies general requirements and must be completed prior to enrollment in HURES 2083 Human Behav and Soc Env I and HURES 2103 Interviewing Tech.)  SOC 1113 Introduction to Sociology (Satisfies general requirements and must be completed prior to enrollment in HURES 2083 Human Behav and Soc Env I and HURES 2103 Interviewing Tech.)</p> <p><b>IV. Minor (Required) 16-21</b></p> <p>It is recommended that the Human Services Counseling major select a minor from the Department of Human Resources or a related field.</p>	<p><b>V. Electives 13-18</b></p> <p><b>VI. Total Hours Required 124</b></p> <p><b>VII. Special Requirements</b></p> <p>“Teachers” or “methods” courses do not count in the major.</p> <p>The OSRHE computer proficiency graduation requirement will be met through completion of one of the courses in the institution’s general education computer literacy option (including equated or substituted courses) or testing out of the challenge exam for one of these courses (all courses may not have challenge exams). <b>OR</b> successful completion of an associate of arts or associate of science degree at an Oklahoma two-year college in which the computer skills requirement was met. Satisfaction of this requirement may not reduce or remove any program requirements.</p> <p>Students beginning at East Central University in the fall 2007 semester or later who have earned less than sixty-four semester hours are required to take two classes with a designated service-learning component. Students transferring to ECU for the first time in the fall 2007 semester or later with sixty-four or more semester hours will be required to take one class with a service-learning component.</p> <hr/> <p style="text-align: center;"><b>Minor in Aging Services</b></p> <p><b>For Majors in Human Resources Fields - 260C</b></p> <p>HRPSY 3253 Psychology of Aging  HURES 2293 Introduction to Aging  HURES 4263 Gerontological Program Management  Nine hours of electives approved by Aging Services faculty  <b>Minimum Total Hours 18</b></p> <p><b>For Majors Not in Human Resources Fields - 260D</b></p> <p>HRPSY 3253 Psychology of Aging  HURES 2083 Human Behavior and Social Env I  HURES 2293 Introduction to Aging  HURES 4263 Gerontological Program Management  Six hours of electives approved by Aging Services faculty  <b>Minimum Total Hours 18</b></p>
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**HUMAN SERVICES COUNSELING**  
**Human Services Counseling Concentration**  
**Bachelor of Arts**

**Major Code -- 0265**

<p><b>I. General Education (45 HOURS)</b></p> <p><i>6 hours (PSYCH 1113 and SOC 1113) counted in the Major</i></p> <p>Other hours needed <b>39</b></p> <p>Includes recommended math course - MATH 1413</p>	<p><b>IV. Minor (Required) 16-21</b></p> <p>It is recommended that the Human Services Counseling major select a minor from the Department of Human Resources or a related field.</p>
<p><b>II. Concentration in Human Services Counseling 45</b></p> <p><b>A. Required Concentration in Human Services Counseling 36</b></p> <p>HURES 2083 Human Beh and Social Env I  HURES 2103 Interviewing Techniques  HURES 2183 Fundamentals of Counseling  HURES 3183 Case Management Practice  HURES 3213 Employment and Placement Techniques  HURES 3763 Group Processes and Practice  HURES 4443 Counseling Services  HURES 4453 Intervention Techniques  HURES 4946 Internship--Human Services Counseling  HURES 4946 Internship--Human Services Counseling</p> <p><b>B. Required Human Resources Electives 9</b></p> <p>Select one of the following:  HURES 3203 Vocational Testing and Evaluation  PSYCH 4213 Psychological Tests and Measurements</p> <p>Six hours electives in Human Resources Department or related areas approved by major faculty</p>	<p><b>V. Electives 13-18</b></p> <p><b>VI. Total Hours Required 124</b></p> <p><b>VII. Special Requirements</b></p> <p>“Teachers” or “methods” courses do not count in the major.</p> <p>The OSRHE computer proficiency graduation requirement will be met through completion of one of the courses in the institution’s general education computer literacy option (including equated or substituted courses) or testing out of the challenge exam for one of these courses (all courses may not have challenge exams), <u>OR</u> successful completion of an associate of arts or associate of science degree at an Oklahoma two-year college in which the computer skills requirement was met. Satisfaction of this requirement may not reduce or remove any program requirements.</p> <p>Students beginning at East Central University in the fall 2007 semester or later who have earned less than sixty-four semester hours are required to take two classes with a designated service-learning component. Students transferring to ECU for the first time in the fall 2007 semester or later with sixty-four or more semester hours will be required to take one class with a service-learning component.</p>
<p><b>III. Related Work 6</b></p> <p><b>Required General Education 6</b></p> <p>PSYCH 1113 General Psychology (Satisfies gen ed requirements and must be completed prior to enrollment in HURES 2083 Human Behav and Soc Env I and HURES 2103 Interviewing Tech.)</p> <p>SOC 1113 Introduction to Sociology (Satisfies gen ed requirements and must be completed prior to enrollment in HURES 2083 Human Behav and Soc Env I and HURES 2103 Interviewing Tech.)</p>	

**Minor in Human Services Counseling****For Majors in Human Resources Fields - 260A**

HURES 2183 Fundamentals of Counseling  
 HURES 3203 Vocational Testing and Evaluation  
 HURES 4443 Counseling Services  
 HURES 4453 Intervention Techniques  
 Six hours of electives approved by Human Services  
 Counseling faculty

**Minimum Total Hours** 18

The Juvenile Justice major must select, with Counseling faculty approval, an additional Counseling course to substitute for HURES 4453.

The Services to the Deaf major must select, with Counseling faculty approval, an additional Counseling course to substitute for HURES 2183.

The Aging Services major must select, with Counseling faculty approval, additional Counseling courses to substitute for HURES 2183, HURES 4443, and HURES 4453.

**For Majors Not in Human Resources Fields - 260B**

HURES 2103 Interviewing Techniques  
 HURES 2183 Fundamentals of Counseling  
 HURES 3183 Case Management Practice  
 HURES 3203 Vocational Testing and Evaluation  
 HURES 4443 Counseling Services  
 Three hours of electives approved by Human Services  
 Counseling faculty

**Minimum Total Hours** 18

**Minor in Addictions****For Majors in Human Resources Fields - 260G**

HURES 2183 Fundamentals of Counseling  
 HURES 2283 Introduction to Addictions  
 HURESC2511-2 Field Work in Addictions  
 HURES 3283 Pharmacological, Social & Psych  
 Aspects of Addictions  
 HURES 3763 Group Processes and Practice  
 HURES 3813 Family Systems, Codependency and  
 Addictions  
 HURES 4453 Intervention Techniques

**Minimum Total Hours** 19-20

Human Services Counseling majors with concentrations in Aging, Counseling and Rehabilitation Counseling must select, with Counseling faculty approval, additional Counseling courses to substitute for HURES 2183, HURES 3763, and HURES 4453.

Human Services Counseling-Services to the Deaf Concentration majors must select, with Counseling faculty approval, an additional Counseling course to substitute for HURES 2183.

Social Work majors must select an approved substitute for HURES 3763.

Criminal Justice-Juvenile Justice Concentration majors must select courses to substitute for HURES 3763 and HURES 4453.

**For Majors Not in Human Resources Fields - 260H**

HURES 2103 Interviewing Techniques  
 HURES 2183 Fundamentals of Counseling  
 HURES 2283 Introduction to Addictions  
 HURESC2511-2 Field Work in Addictions  
 HURES 3283 Pharmacological, Social and Psych  
 Aspects of Addictions  
 HURES 3763 Group Processes and Practice  
 HURES 3813 Family Systems, Codependency and  
 Addictions  
 HURES 4453 Intervention Techniques

**Minimum Total Hours** 22-23



**HUMAN SERVICES COUNSELING**  
**Rehabilitation Concentration**  
**Bachelor of Arts**

**Major Code -- 0267**

<p><b>I. General Education (45 HOURS)</b></p> <p><i>6 hours (PSYCH 1113 and SOC 1113) counted in the Major</i></p> <p>Other hours needed <b>39</b></p> <p>Includes recommended math course - MATH 1413</p>	<p><b>IV. Minor (Required) 16-21</b></p> <p>It is recommended that the Human Services Counseling major select a minor from the Department of Human Resources or a related field.</p>
<p><b>II. Concentration in Rehabilitation 46-47</b></p> <p>HURES 2083 Human Behavior and Social Env I  HURES 2103 Interviewing Techniques  HURES 2183 Fundamentals of Counseling  HURES 2213 Introduction to Rehab Counseling  HURES 2511-2 Field Studies in Rehabilitation  HURES 3083 Med, Soc, and Psych Aspects of Dis  HURES 3183 Case Management Practice  HURES 3203 Vocational Testing and Evaluation  HURES 3213 Employment &amp; Placement Techniques  HURES 3763 Group Processes and Practice  HURES 4443 Counseling Services  HURES 4453 Intervention Techniques  HURES 4946 Internship--Human Services Couns  HURES 4946 Internship--Human Services Couns</p>	<p><b>V. Electives 11-17</b></p> <p><b>VI. Total Hours Required 124</b></p> <p><b>VII. Special Requirements</b></p> <p>“Teachers” or “methods” courses do not count in the major.</p> <p>The OSRHE computer proficiency graduation requirement will be met through completion of one of the courses in the institution’s general education computer literacy option (including equated or substituted courses) or testing out of the challenge exam for one of these courses (all courses may not have challenge exams), <u>OR</u> successful completion of an associate of arts or associate of science degree at an Oklahoma two-year college in which the computer skills requirement was met. Satisfaction of this requirement may not reduce or remove any program requirements.</p>
<p><b>III. Related Work 6</b></p> <p><b>Required General Education 6</b></p> <p>PSYCH 1113 General Psychology (Satisfies gen ed requirement and must be completed prior to enrollment in HURES 2083 Human Behav and Soc Env I, HURES 2103 Interviewing Tech, and HURES 2213 Intro to Rehab Couns.)</p> <p>SOC 1113 Introduction to Sociology (Satisfies gen ed requirement and must be completed prior to enrollment in HURES 2083 Human Behav and Soc Env I, HURES 2103 Interviewing Tech, and HURES 2213 Intro to Rehab Couns.)</p>	<p>Students beginning at East Central University in the fall 2007 semester or later who have earned less than sixty-four semester hours are required to take two classes with a designated service-learning component. Students transferring to ECU for the first time in the fall 2007 semester or later with sixty-four or more semester hours will be required to take one class with a service-learning component.</p>

**HUMAN SERVICES COUNSELING**  
**Services to the Deaf Concentration**  
**Bachelor of Arts**

Major Code -- 0266

<b>I. General Education (45 HOURS)</b>  <i>9 hours (ASLHR 2613, PSYCH 1113 and SOC 1113) counted in the Major</i>  Other hours needed <b>36</b>  Includes recommended math course - MATH 1413	<b>VI. Total Hours Required</b> <b>124</b>
<b>II. Concentration in Services to the Deaf</b> <b>48</b>  <b>A. Required General Education</b> <b>3</b> ASLHR 2613 American Sign Language I	<b>VII. Special Requirements</b>  "Teachers" or "methods" courses do not count in the major.  The OSRHE computer proficiency graduation requirement will be met through completion of one of the courses in the institution's general education computer literacy option (including equated or substituted courses) or testing out of the challenge exam for one of these courses (all courses may not have challenge exams). <u>OR</u> successful completion of an associate of arts or associate of science degree at an Oklahoma two-year college in which the computer skills requirement was met. Satisfaction of this requirement may not reduce or remove any program requirements.  Students beginning at East Central University in the fall 2007 semester or later who have earned less than sixty-four semester hours are required to take two classes with a designated service-learning component. Students transferring to ECU for the first time in the fall 2007 semester or later with sixty-four or more semester hours will be required to take one class with a service-learning component.
<b>B. Required Concentration in Services to the Deaf</b> <b>45</b> ASLHR 3063 American Sign Language II ASLHR 4703 American Sign Language III ASLHR 4733 American Sign Language IV HURES 2083 Human Beh and Social Env I HURES 2103 Interviewing Techniques HURES 2153 Introduction to Deafness HURES 2183 Fundamentals of Counseling HURES 3103 Psychological-Social Aspects of Deafness HURES 3133 Introduction to Audiology HURES 3183 Case Management Practice HURES 3213 Employment and Placement Techniques HURES 4946 Internship--Services to the Deaf HURES 4946 Internship--Services to the Deaf	<hr/> <p style="text-align: center;"><b>Minor in Services to the Deaf - 260E</b></p> ASLHR 2613 American Sign Language I ASLHR 3063 American Sign Language II ASLHR 4703 American Sign Language III ASLHR 4733 American Sign Language IV HURES 2153 Introduction to Deafness HURES 3103 Psych-Soc Aspects of Deafness HURES 3133 Introduction to Audiology <b>Minimum Total Hours</b> <b>21</b>
<b>III. Related Work</b> <b>6</b>  <b>Required General Education</b> <b>6</b>  PSYCH 1113 General Psychology (Satisfies gen ed requirements and must be completed prior to enrollment in HURES 2083 Human Behav and Soc Env I and HURES 2103 Interviewing Tech.)  SOC 1113 Introduction to Sociology (Satisfies gen ed requirements and must be completed prior to enrollment in HURES 2083 Human Behav and Soc Env I and HURES 2103 Interviewing Tech.)	<p style="text-align: center;"><b>Minor in Interpreting - 260F</b></p> HURES 4763 Interpreting I HURES 4934 Human Services Practicum  Choose 2 of the following: ASLHR 3163 Fingerspelling and Conversational ASL HURES 3203 Vocational Testing and Evaluation HURES 3763 Group Processes and Practice  Five hours electives approved by a Services to the Deaf advisor <b>Minimum Total Hours</b> <b>18</b>
<b>IV. Minor (Required)</b> <b>16-21</b>  It is recommended that the Human Services Counseling major select a minor from the Department of Human Resources or a related field.	<p style="text-align: center;"><b>Prerequisites for minor:</b></p> ASLHR 2613 American Sign Language I ASLHR 3063 American Sign Language II ASLHR 4703 American Sign Language III ASLHR 4733 American Sign Language IV HURES 2153 Introduction to Deafness
<b>V. Electives</b> <b>13-18</b>	

**LEGAL STUDIES**

**Bachelor of Science**

**Major Code -- 0550**

**I. General Education (45 HOURS)**

Hours needed **45**

Includes recommended courses—COMM 1113 or 2253, and MATH 1413

**II. Major in Legal Studies 54**

**A. Required in the Legal Studies Major 24**

- BUSLW 3213 The Legal Environment of Business
- LS 3223 Legal Research and Writing I
- LS 3233 Legal Research and Writing II
- LS 3383 Legal Systems Applications
- LS 3563 Civil Procedure and Litigation
- LS 4863 Legal Ethics, Prof Responsibility and Advanced Litigation
- LS 4943 Legal Internship
- LSPS 2153 Introduction to Law

**B. Required Electives 30**

Select 12 hours from the following:

- LS 4123 Torts
- LS 4133 Evidence
- LS 4143 Intro to Native American Law
- LS 4173 Contracts
- LS 4183 Real Estate Law
- LS 4253 Family Law
- LS 4543 Wills, Estates, Trusts and Probate
- LS 4653 Administrative Law

Select 6 hours of Political Science courses (beyond 1113)

Select 12 hours from the following:

- ACCT 2103 Financial Accounting
- ACCT 2203 Managerial Accounting
- ACCT 3383 Federal Income Tax Accounting
- BIOL 2113 Medical Terminology
- BUCOM 3133 Business Comm and Rprt Writing
- BUSLW 3253 Business Law
- COMM 2233 Argumentation and Debate
- COMM 3213 Persuasion
- CRJS 4473 Legal Aspects of Criminal Justice Process
- ENG 3193 Persuasive Writing and Logic
- FIN 3913 Principles of Insurance and Risk Mgmt
- HIST 3553 Legal & Constitutional Hist of England
- HURES 2103 Interviewing Techniques
- LS 4981-4 Seminar in Law  
(Subject named in title listing)

- LSPS 4883 Jurisprudence
  - MCOM 3853 Media Ethics and Law
- Other Political Science or Legal Studies courses not counted above.

**III. Minor (Not Required)**

**IV. Electives 25**

**V. Total Hours Required 124**

**VI. Special Requirements**

“Teachers” or “methods” courses do not count in the major.

The OSRHE computer proficiency graduation requirement will be met through completion of one of the courses in the institution’s general education computer literacy option (including equated or substituted courses) or testing out of the challenge exam for one of these courses (all courses may not have challenge exams), OR successful completion of an associate of arts or associate of science degree at an Oklahoma two-year college in which the computer skills requirement was met. Satisfaction of this requirement may not reduce or remove any program requirements.

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**Minor in Legal Studies - 550A**

- LSPS 2153 Introduction to Law
  - LS 3223 Legal Research and Writing I
  - LS 3563 Civil Procedure and Litigation
- Nine hours Legal Studies courses (3000-4000)

**Minimum Total Hours 18**

“Teachers” or “methods” courses do not count in the minor.

The legal studies minor provides students majoring in other degree fields the opportunity to explore law as a discipline at the undergraduate level and study the impact of law on their area of interest. The legal studies minor is not approved by the American Bar Association and the legal studies minor is not intended to prepare students for paralegal positions. Students who minor in legal studies should not represent themselves as prepared for paralegal employment. The legal studies minor is open to pre-law students and students from any other discipline enrolled at ECU.

**MASS COMMUNICATION**  
**Advertising/Public Relations Concentration**  
**Bachelor of Science**

Major Code -- 0493

**I. General Education (45 HOURS)**

Hours needed 45

Includes recommended math course--MATH 1413

**II. Advertising/Public Relations Concentration 54****A. Required in Mass Communication Core 15**

MCOM	1733 Introduction to Mass Media
MCOM	2733 Writing for Media
MCOM	3343 Digital Publishing
MCOM	3853 Media Ethics and Law
MCOM	4611 Senior Portfolio in Mass Comm
MCOM	4712 Professional Internship (Subject named in title listing)

**B. Required in Advertising/Public Relations Core 12**

MCOM	3823 Introduction to Advertising
MCOM	3843 Advertising Copy and Layout
MCOM	3893 Introduction to Public Relations
MCOM	4813 Public Relations Writing

**C. Required in Advertising/Public Relations Electives 27**

Select 27 hours from the following:

COMM	3133 Organizational Communication
COMM	3213 Persuasion
MCOM	1713 Introduction to Photography
MCOM	1813 Introduction to Video Production
MCOM	2743 News Writing
MCOM	2753 Audio Production
MCOM	2881-4 Special Studies in Mass Comm (Subject named in title listing)
MCOM	3333 Intermediate Photography
MCOM	3623 Web Design
MCOM	3783 Feature Writing
MCOM	3863 Broadcast News and Announcing
MCOM	3873 Television Field Production
MCOM	4123 Post Production
MCOM	4221 Photography Portfolio
MCOM	4233 Documentary Production
MCOM	4313 Advanced Video Production (Subject named in title listing)
MCOM	4323 Ad/PR Campaigns (Subject named in title listing)
MCOM	4733 Contemp Issues in Mass Comm
MCOM	4863 Television Studio Production
MCOM	4981-4 Seminar in Mass Comm (Subject named in title listing)
MCOM	4991-4 Ind Study in Mass Comm (Subject named in title listing)
MKTG	3313 Principles of Marketing
MKTG	3813 Professional Selling
PSCOM	3863 Mass Media and U.S. Politics

**III. Minor (Not Required)****IV. Electives 25****V. Total Hours Required 124****VI. Special Requirements**

"Teachers" or "methods" courses do not count in the major.

The OSRHE computer proficiency graduation requirement will be met through completion of one of the courses in the institution's general education computer literacy option (including equated or substituted courses) or testing out of the challenge exam for one of these courses (all courses may not have challenge exams), OR successful completion of an associate of arts or associate of science degree at an Oklahoma two-year college in which the computer skills requirement was met. Satisfaction of this requirement may not reduce or remove any program requirements.

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**MASS COMMUNICATION**

Mass Media Concentration  
Bachelor of Science

Major Code -- 0494

**I. General Education (45 HOURS)**

Hours needed 45

Includes recommended math course--MATH 1413

**II. Mass Media Concentration 54**

**A. Required in Mass Communication Core: 15**

- MCOM 1733 Introduction to Mass Media
- MCOM 2733 Writing for Media
- MCOM 3343 Digital Publishing
- MCOM 3853 Media Ethics and Law
- MCOM 4611 Senior Portfolio in Mass Comm
- MCOM 4712 Professional Internship (Subject named in title listing)

**B. Required in Mass Media Core: 12**

- MCOM 1713 Introduction to Photography
- MCOM 1813 Intro to Video Production
- MCOM 2743 News Writing
- MCOM 2753 Audio Production

**C. Required Mass Media Electives 27**

Select 27 hours from the following:

- ART 3943 Graphic Design
- ENG 3143 Introduction to Film
- MCOM 2881-4 Special Studies in Mass Comm (Subject named in listing)
- MCOM 3333 Intermediate Photography
- MCOM 3783 Feature Writing
- MCOM 3823 Introduction to Advertising
- MCOM 3843 Advertising Copy and Layout
- MCOM 3863 Broadcast News and Announcing
- MCOM 3873 Television Field Production
- MCOM 3893 Introduction to Public Relations
- MCOM 4123 Post Production
- MCOM 4221 Photography Portfolio
- MCOM 4233 Documentary Production
- MCOM 4313 Advanced Video Production (Subject named in title listing)
- MCOM 4323 Ad/PR Campaigns (Subject named in title listing)
- MCOM 4733 Contemp Issues in Mass Comm
- MCOM 4813 Public Relations Writing
- MCOM 4863 Television Studio Production
- MCOM 4981-4 Seminar in Mass Comm (Subject named in title listing)
- MCOM 4991-4 Ind Study in Mass Comm (Subject named in title listing)
- PSCOM 3863 Mass Media and U.S. Politics

**III. Minor (Not Required)**

**IV. Electives 25**

**V. Total Hours Required 124**

**VI. Special Requirements**

“Teachers” or “methods” courses do not count in the major.

The OSRHE computer proficiency graduation requirement will be met through completion of one of the courses in the institution’s general education computer literacy option (including equated or substituted courses) or testing out of the challenge exam for one of these courses (all courses may not have challenge exams), OR successful completion of an

associate of arts or associate of science degree at an Oklahoma two-year college in which the computer skills requirement was met. Satisfaction of this requirement may not reduce or remove any program requirements.

Students beginning at East Central University in the fall 2007 semester or later who have earned less than sixty-four semester hours are required to take two classes with a designated service-learning component. Students transferring to ECU for the first time in the fall 2007 semester or later with sixty-four or more semester hours will be required to take one class with a service-learning component.

**Minor in Mass Communication - 490A**

- MCOM 1733 Introduction to Mass Media

Select 15 hours from the following courses:  
(at least six hours must be 3000-4000 level courses)

- MCOM 1713 Introduction to Photography
- MCOM 1813 Introduction to Video Production
- MCOM 2733 Writing for Media
- MCOM 2743 News Writing
- MCOM 2753 Audio Production
- MCOM 3333 Intermediate Photography
- MCOM 3343 Digital Publishing
- MCOM 3783 Feature Writing
- MCOM 3823 Introduction to Advertising
- MCOM 3843 Advertising Copy and Layout
- MCOM 3853 Media Ethics and Law
- MCOM 3863 Broadcast News and Announcing
- MCOM 3873 Television Field Production
- MCOM 3893 Introduction to Public Relations
- MCOM 4123 Post Production
- MCOM 4221 Photography Portfolio
- MCOM 4233 Documentary Production
- MCOM 4313 Advanced Video Production (Subject named in title listing)
- MCOM 4323 Ad/PR Campaigns (Subject named in title listing)
- MCOM 4733 Contemp Issues in Mass Communications
- MCOM 4813 Public Relations Writing
- MCOM 4863 Television Studio Production
- MCOM 4981-4 Seminar in Mass Comm (Subject named in title listing)
- MCOM 4991-4 Individual Study in Mass Comm (Subject named in title listing)

**Minimum Total Hours 18**

**Minor in Media/Graphic Arts - 680B (for majors in Mass Communication)**

- ART 1133 Basic Drawing
- ART 1213 Basic Design I
- ART 3923 Digital Imaging I
- ART 3943 Graphic Design
- ART 4923 Digital Imaging II
- MCOM 3333 Intermediate Photography

**Minimum Total Hours 18**

**Minor in Media/Graphic Arts - 680C (for non Mass Communication majors)**

- ART 1133 Basic Drawing
- ART 1213 Basic Design I
- ART 3923 Digital Imaging I
- ART 3943 Graphic Design
- MCOM 1713 Introduction to Photography
- MCOM 3343 Digital Publishing

**Minimum Total Hours 18**

Students are strongly advised to use elective hours to complete course work in MCOM 3333 Intermediate Photography and ART 4923 Digital Imaging II.



**MUSIC**  
**Instrumental Concentration**  
**Bachelor of Science**

Major Code -- 0335

<b>I. General Education (45 HOURS)</b>	<b>45</b>
Hours needed	
Includes recommended math course--MATH 1413	
<b>II. Instrumental Concentration</b>	<b>61</b>
MUS 1000 Recital Attendance (enroll each semester)	
MUS 1113 Fundamentals of Music	
MUS 1133 Elementary Harmony & Ear Training	
MUS 1233 Intermediate Harmony & Ear Training	
MUS 1511 Class Instruction in Brass Instru	
MUS 1611 Class Instruction in Woodwind Instru	
MUS 1711 Class Instruction in String Instru	
MUS 1811 Class Instruction in Percussion Instru	
MUS 2211 Band (enroll each semester)	
MUS 2422 Introduction to Music Education	
MUS 3113 Advanced Harmony & Ear Training	
MUS 3211 Principles of Conducting	
MUS 3221 Band Literature	
MUS 3633 History of Music Through Bach	
MUS 3643 History of Music Since Bach	
MUS 3831 Instrumental Conducting	
MUS 4072 Major Instrument with Senior Recital	
MUS 4113 Musical Form & Analysis	
Major Instrument (fourteen hours)	
Minor Instrument (three hours)	
Piano (four hours)	
<b>III. Minor (Required)</b>	<b>16-21</b>
Students who wish to prepare for a career in Music Business may complete the minor in Business Administration for Music Majors - 070D.	
<b>IV. Electives</b>	<b>0-2</b>
<b>V. Total Hours Required</b>	<b>124</b>
<b>VI. Special Requirements</b>	
“Teachers” or “methods” courses do not count in the major.	
<b>Note 1:</b> Study in major and minor instruments must include work in brass, percussion, and woodwind choirs. Piano or organ does not apply on this requirement.	

**Note 2:** Participation in a music ensemble designated by the department as appropriate for the student’s degree program is required each fall and spring semester at ECU, except for the student teaching semester of music education majors.

**Note 3:** Music majors *must* successfully complete eight semesters of MUS 1000 Recital Attendance (zero hours credit, P/NP graded). Additional information, including modification of the requirement for transfers who were music majors at their previous institution, is given in the *Music Department Handbook*.

**Note 4:** In some instances, students having suitable proficiency in piano may substitute study in organ for part of the normal requirement in piano.

**Note 5:** Proficiency tests in Piano, in Theory and in Applied Music must be taken at the end of the sophomore year or its equivalent; transfer students must take these proficiency tests during their first week of classes at ECU. Re-examination will be permitted, but the tests must be passed before the senior recital. In Applied Music, a Proficiency Jury must be passed in order to enroll in 3000-level courses.

**Note 6:** ECU requires all music majors to complete a senior recital sequence the same semester they are enrolled in MUS 4072. The recital sequence requires performing and passing a preview recital at least 30 days prior to the senior recital. The recital requirement cannot be fulfilled through transfer credit.

The OSRHE computer proficiency graduation requirement will be met through completion of one of the courses in the institution’s general education computer literacy option (including equated or substituted courses) or testing out of the challenge exam for one of these courses (all courses may not have challenge exams), OR successful completion of an associate of arts or associate of science degree at an Oklahoma two-year college in which the computer skills requirement was met. Satisfaction of this requirement may not reduce or remove any program requirements.

Students beginning at East Central University in the fall 2007 semester or later who have earned less than sixty-four semester hours are required to take two classes with a designated service-learning component. Students transferring to ECU for the first time in the fall 2007 semester or later with sixty-four or more semester hours will be required to take one class with a service-learning component.

**MUSIC**  
**Instrumental Concentration - Teacher Certification**  
**Bachelor of Science**

Major Code -- 0331

<p><b>I. General Education (45 HOURS)</b></p> <p><i>6 hours (COMM 1113 and PSYCH 1113) counted in the Major</i></p> <p><i>Demonstrate novice high competency in a foreign language or complete a Foreign Language or American Sign Language course with a C or higher.</i></p> <p>Other hours needed <b>39</b></p> <p>Includes recommended math course--MATH 1413</p> <p><b>II. Instrumental Concentration-Teacher Certification</b> <b>62</b></p> <p>MUS 1000 Recital Attendance (enroll each semester)</p> <p>MUS 1113 Fundamentals of Music</p> <p>MUS 1133 Elementary Harmony &amp; Ear Training</p> <p>MUS 1233 Intermediate Harmony &amp; Ear Training</p> <p>MUS 1511 Class Instruction in Brass Instru</p> <p>MUS 1611 Class Instruction in Woodwind Instru</p> <p>MUS 1711 Class Instruction in String Instru</p> <p>MUS 1811 Class Instruction in Percussion Instru</p> <p>MUS 2111 University Singers (enroll two semesters)</p> <p>MUS 2211 Band (enroll each semester)</p> <p>MUS 2422 Introduction to Music Education</p> <p>MUS 3113 Advanced Harmony &amp; Ear Training</p> <p>MUS 3211 Principles of Conducting</p> <p>MUS 3221 Band Literature</p> <p>MUS 3232 Marching Band Techniques</p> <p>MUS 3633 History of Music Through Bach</p> <p>MUS 3643 History of Music Since Bach</p> <p>MUS 3831 Instrumental Conducting</p> <p>MUS 4072 Major Instrument with Senior Recital</p> <p>MUS 4113 Musical Form &amp; Analysis</p> <p>MUS 4412 Music in the Elementary School</p> <p>MUS 4432 Instrumental Music in the School</p> <p>MUS 4512 Admin of Instru Music Programs Major Instrument (six hours) Minor Instrument (three hours) Piano (four hours)</p> <p><b>III. Related Work</b> <b>6</b></p> <p><b>Required General Education</b> <b>6</b></p> <p>COMM 1113 Fundamentals of Human Comm</p> <p>PSYCH 1113 General Psychology</p> <p><b>IV. Minor</b></p> <p>Professional Education is used for this minor and no additional minor is required.</p> <p><b>V. Professional Education</b> <b>30</b></p> <p>For course requirements see Professional Education.</p>	<p><b>VI. Total Hours Required</b> <b>137</b></p> <p><b>VII. Special Requirements</b></p> <p><b>Note 1:</b> Study in major and minor instruments must include work in brass, percussion, and woodwind choirs. Piano or organ does not apply on this requirement.</p> <p><b>Note 2:</b> Participation in a music ensemble designated by the department as appropriate for the student's degree program is required each fall and spring semester at ECU, except for the student teaching semester of music education majors.</p> <p><b>Note 3:</b> Music education majors <i>must</i> successfully complete seven semesters of MUS 1000 Recital Attendance (zero hours credit, P/NP graded). Additional information, including modification of the requirement for transfers who were music majors at their previous institution, is given in the <i>Music Department Handbook</i>.</p> <p><b>Note 4:</b> In some instances, students having suitable proficiency in piano may substitute study in organ for part of the normal requirement in piano.</p> <p><b>Note 5:</b> Proficiency tests in Piano, in Theory and in Applied Music must be taken at the end of the sophomore year or its equivalent; transfer students must take these proficiency tests during their first week of classes at ECU. Re-examination will be permitted, but the tests must be passed before the student-teaching semester. In Applied Music, a Proficiency Jury must be passed in order to enroll in 3000-level courses.</p> <p><b>Note 6:</b> ECU requires all music majors to complete a senior recital sequence the same semester they are enrolled in MUS 4072. The recital sequence requires performing and passing a preview recital at least 30 days prior to the senior recital. These requirements may not be met during the student teaching semester, and the recital requirements cannot be fulfilled through transfer credit.</p> <p>The OSRHE computer proficiency graduation requirement will be met through the completion of the courses EDUC 4611 Field Experience III and EDUC 4632 Educational Technology (including equated or substituted courses), both of which are required courses in the professional education sequence.</p> <p>Students beginning at East Central University in the fall 2007 semester or later who have earned less than sixty-four semester hours are required to take two classes with a designated service-learning component. Students transferring to ECU for the first time in the fall 2007 semester or later with sixty-four or more semester hours will be required to take one class with a service-learning component.</p>
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**MUSIC**  
**Piano Concentration**  
**Bachelor of Science**

Major Code -- 0336

<p><b>I. General Education (45 HOURS)</b></p> <p>3 hours (<i>FREN 1113 or GER 1113</i>) counted in the Major</p> <p>Other hours needed <span style="float: right;">42</span></p> <p>Includes recommended math course--MATH 1413</p> <p><b>II. Piano Concentration</b> <span style="float: right;">58</span></p> <p>MUS 1000 Recital Attendance (enroll each semester)</p> <p>MUS 1113 Fundamentals of Music</p> <p>MUS 1121 Vocal Diction</p> <p>MUS 1133 Elementary Harmony &amp; Ear Training</p> <p>MUS 1233 Intermediate Harmony &amp; Ear Training</p> <p>MUS 1711 Class Instruction in String Instru</p> <p>MUS 2111 University Singers <b>OR</b></p> <p>MUS 2211 Band (enroll each semester)</p> <p>MUS 2422 Introduction to Music Education</p> <p>MUS 3113 Advanced Harmony &amp; Ear Training</p> <p>MUS 3121 Piano Literature I</p> <p>MUS 3211 Principles of Conducting</p> <p>MUS 3521 Piano Pedagogy I</p> <p>MUS 3633 History of Music Through Bach</p> <p>MUS 3643 History of Music Since Bach</p> <p>MUS 3721 Piano Accompanying I</p> <p>MUS 4072 Piano with Senior Recital</p> <p>MUS 4113 Musical Form &amp; Analysis</p> <p>MUS 4121 Piano Literature II</p> <p>MUS 4521 Piano Pedagogy II</p> <p>MUS 4721 Piano Accompanying II</p> <p>Major Instrument--Piano (fourteen hours)</p> <p>Minor Instrument--Voice (two hours)</p> <p><b>III. Related Work</b> <span style="float: right;">6</span></p> <p><b>A. Required General Education</b> <span style="float: right;">3</span></p> <p>Select one of the following:</p> <p>FREN 1113 Elementary French I</p> <p>GER 1113 Elementary German I</p> <p><b>B. Required Electives</b> <span style="float: right;">3</span></p> <p>Select one of the following:</p> <p>FREN 1223 Elementary French II</p> <p>GER 1223 Elementary German II</p> <p><b>IV. Minor (Required)</b> <span style="float: right;">16-21</span></p> <p>Students who wish to prepare for a career in Music Business may complete the minor in Business Administration for Music Majors - 070D.</p> <p><b>V. Electives</b> <span style="float: right;">0-2</span></p> <p><b>VI. Total Hours Required</b> <span style="float: right;">124</span></p>	<p><b>VII. Special Requirements</b></p> <p>“Teachers” or “methods” courses do not count in the major.</p> <p><b>Note 1:</b> Students may substitute organ as the major instrument.</p> <p><b>Note 2:</b> Participation in a music ensemble designated by the department as appropriate for the student’s degree program is required each fall and spring semester at ECU, except for the student teaching semester of music education majors.</p> <p><b>Note 3:</b> Music majors <i>must</i> successfully complete eight semesters of MUS 1000 Recital Attendance (zero hours credit, P/NP graded). Additional information, including modification of the requirement for transfers who were music majors at their previous institution, is given in the <i>Music Department Handbook</i>.</p> <p><b>Note 4:</b> Proficiency tests in Piano, in Theory and in Applied Music must be taken at the end of the sophomore year or its equivalent; transfer students must take these proficiency tests during their first week of classes at ECU. Re-examination will be permitted, but the tests must be passed before the senior recital. In Applied Music, a Proficiency Jury must be passed in order to enroll in 3000-level courses.</p> <p><b>Note 5:</b> ECU requires all music majors to complete a senior recital sequence the same semester they are enrolled in MUS 4072. The recital sequence requires performing and passing a preview recital at least 30 days prior to the senior recital. The recital requirement cannot be fulfilled through transfer credit.</p> <p><b>Note 6:</b> Piano majors must accompany either ensembles, or at least three hours per week of individual vocal or instrumental students, for at least four semesters.</p> <p>The OSRHE computer proficiency graduation requirement will be met through completion of one of the courses in the institution’s general education computer literacy option (including equated or substituted courses) or testing out of the challenge exam for one of these courses (all courses may not have challenge exams), <u>OR</u> successful completion of an associate of arts or associate of science degree at an Oklahoma two-year college in which the computer skills requirement was met. Satisfaction of this requirement may not reduce or remove any program requirements.</p> <p>Students beginning at East Central University in the fall 2007 semester or later who have earned less than sixty-four semester hours are required to take two classes with a designated service-learning component. Students transferring to ECU for the first time in the fall 2007 semester or later with sixty-four or more semester hours will be required to take one class with a service-learning component.</p>
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**MUSIC**  
**Piano Concentration - Teacher Certification**  
**Bachelor of Science**

Major Code -- 0334

**I. General Education (45 HOURS)**

6 hours (COMM 1113 and PSYCH 1113) counted in the Major

Demonstrate novice high competency in a foreign language or complete a Foreign Language or American Sign Language course with a C or higher.

Other hours needed **39**

Includes recommended math course--MATH 1413

**II. Piano Concentration-Teacher Certification 62**

- MUS 1000 Recital Attendance (enroll each semester minimum 7 semesters)
- MUS 1113 Fundamentals of Music
- MUS 1121 Vocal Diction
- MUS 1133 Elementary Harmony & Ear Training
- MUS 1233 Intermediate Harmony & Ear Training
- MUS 1521 Class Instruction in Wind Instru
- MUS 1711 Class Instruction in String Instru
- MUS 1811 Class Instruction in Percussion Instru
- MUS 2111 University Singers (enroll each semester)
- MUS 2422 Introduction to Music Education
- MUS 3113 Advanced Harmony & Ear Training
- MUS 3121 Piano Literature I
- MUS 3211 Principles of Conducting
- MUS 3321 Choral Literature
- MUS 3521 Piano Pedagogy I
- MUS 3633 History of Music Through Bach
- MUS 3643 History of Music Since Bach
- MUS 3721 Piano Accompanying I
- MUS 3871 Choral Conducting
- MUS 4072 Piano with Senior Recital
- MUS 4113 Musical Form & Analysis
- MUS 4121 Piano Literature II
- MUS 4412 Music in the Elementary School
- MUS 4521 Piano Pedagogy II
- MUS 4532 Vocal Music in the Secondary School
- MUS 4721 Piano Accompanying II
- Major Instrument--Piano (nine hours)
- Minor Instrument--Voice (four hours)

**III. Related Work 6**

**Required General Education 6**

- COMM 1113 Fundamentals of Human Comm
- PSYCH 1113 General Psychology

**IV. Minor**

Professional Education is used for the minor and no additional minor is required.

**V. Professional Education 30**

For course requirements see Professional Education.

**VI. Total Hours Required 137**

**VII. Special Requirements**

**Note 1:** In some instances, students having suitable proficiency in piano may substitute study in organ for part of the normal requirement in piano.

**Note 2:** Participation in a music ensemble designated by the department as appropriate for the student's degree program is required each fall and spring semester at ECU, except for the student teaching semester of music education majors.

**Note 3:** Music education majors *must* successfully complete seven semesters of MUS 1000 Recital Attendance (zero hours credit, P/NP graded). Additional information, including modification of the requirement for transfers who were music majors at their previous institution, is given in the *Music Department Handbook*.

**Note 4:** Proficiency tests in Piano, in Theory and in Applied Music must be taken at the end of the sophomore year or its equivalent; transfer students must take these proficiency tests during their first week of classes at ECU. Re-examination will be permitted, but the tests must be passed before the student-teaching semester. In Applied Music, a Proficiency Jury must be passed in order to enroll in 3000-level courses.

**Note 5:** ECU requires all music majors to complete a senior recital sequence the same semester they are enrolled in MUS 4072. The recital sequence requires performing and passing a preview recital at least 30 days prior to the senior recital. These requirements may not be met during the student teaching semester, and the recital requirements cannot be fulfilled through transfer credit.

**Note 6:** Piano majors must accompany either an ensemble, or at least three hours per week of individual vocal or instrumental students, for at least three semesters.

The OSRHE computer proficiency graduation requirement will be met through the completion of the courses EDUC 4611 Field Experience III and EDUC 4632 Educational Technology (including equated or substituted courses), both of which are required courses in the professional education sequence.

Students beginning at East Central University in the fall 2007 semester or later who have earned less than sixty-four semester hours are required to take two classes with a designated service-learning component. Students transferring to ECU for the first time in the fall 2007 semester or later with sixty-four or more semester hours will be required to take one class with a service-learning component.

**MUSIC**  
**Sacred Music Concentration**  
**Bachelor of Science**

Major Code -- 0338

<b>I. General Education (45 HOURS)</b>	<b>45</b>
Hours needed	
Includes recommended math course--MATH 1413	
<b>II. Sacred Music Concentration</b>	<b>63</b>
MUS 1000 Recital Attendance (enroll each semester)	
MUS 1113 Fundamentals of Music	
MUS 1121 Vocal Diction	
MUS 1133 Elementary Harmony & Ear Training	
MUS 1233 Intermediate Harmony & Ear Training	
MUS 2111 University Singers (enroll each semester)	
MUS 2122 Introduction to Sacred Music	
MUS 2142 Hymnology and Liturgy	
MUS 2152 Guitar and Contemporary Worship	
MUS 3012 Sacred Music Organization	
MUS 3021 Sacred Music Internship	
MUS 3113 Advanced Harmony & Ear Training	
MUS 3211 Principles of Conducting	
MUS 3321 Choral Literature	
MUS 3421 Solo Vocal Literature	
MUS 3621 Vocal Pedagogy	
MUS 3633 History of Music Through Bach	
MUS 3643 History of Music Since Bach	
MUS 3871 Choral Conducting	
MUS 4072 Voice with Senior Recital	
MUS 4113 Musical Form & Analysis	
Major Instrument--Voice, Piano or Organ (thirteen hours)	
Minor Instrument--Piano or Voice (four hours)	
<b>III. Minor (Required)</b>	<b>16-21</b>
<b>IV. Total Hours Required</b>	<b>124</b>

**V. Special Requirements**

“Teachers” or “methods” courses do not count in the major.

**Note 1:** In some instances, students having suitable proficiency in piano may substitute study in organ for part of the normal requirement in piano.

**Note 2:** Participation in a music ensemble designated by the department as appropriate for the student’s degree program is required each fall and spring semester at ECU, except for the student teaching semester of music education majors.

**Note 3:** Music majors *must* successfully complete eight semesters of MUS 1000 Recital Attendance (zero hours credit, P/NP graded). Additional information, including modification of the requirement for transfers who were music majors at their previous institution, is given in the *Music Department Handbook*.

**Note 4:** Proficiency tests in Piano, in Theory and in Applied Music must be taken at the end of the sophomore year or its equivalent; transfer students must take these proficiency tests during their first week of classes at ECU. Re-examination will be permitted, but the tests must be passed before the senior recital. In Applied Music, a Proficiency Jury must be passed in order to enroll in 3000-level courses.

**Note 5:** ECU requires all music majors to complete a senior recital sequence the same semester they are enrolled in MUS 4072. The recital sequence requires performing and passing a preview recital at least 30 days prior to the senior recital. The requirement cannot be fulfilled through transfer credit.

The OSRHE computer proficiency graduation requirement will be met through completion of one of the courses in the institution’s general education computer literacy option (including equated or substituted courses) or testing out of the challenge exam for one of these courses (all courses may not have challenge exams), OR successful completion of an associate of arts or associate of science degree at an Oklahoma two-year college in which the computer skills requirement was met. Satisfaction of this requirement may not reduce or remove any program requirements.

Students beginning at East Central University in the fall 2007 semester or later who have earned less than sixty-four semester hours are required to take two classes with a designated service-learning component. Students transferring to ECU for the first time in the fall 2007 semester or later with sixty-four or more semester hours will be required to take one class with a service-learning component.



**MUSIC**  
**Vocal Concentration**  
**Bachelor of Science**

**Major Code -- 0337**

<b>I. General Education (45 HOURS)</b>	
3 hours ( <i>FREN 1113 or GER 1113</i> ) counted in the Major	
Other hours needed	<b>42</b>
Includes recommended math course--MATH 1413	
<b>II. Vocal Concentration</b>	<b>58</b>
MUS 1000 Recital Attendance (enroll each semester)	
MUS 1113 Fundamentals of Music	
MUS 1121 Vocal Diction	
MUS 1133 Elementary Harmony & Ear Training	
MUS 1233 Intermediate Harmony & Ear Training	
MUS 1711 Class Instruction in String Instru	
MUS 2111 University Singers (enroll each semester)	
MUS 2422 Introduction to Music Education	
MUS 3113 Advanced Harmony & Ear Training	
MUS 3211 Principles of Conducting	
MUS 3321 Choral Literature	
MUS 3421 Solo Vocal Literature	
MUS 3621 Vocal Pedagogy	
MUS 3633 History of Music Through Bach	
MUS 3643 History of Music Since Bach	
MUS 3871 Choral Conducting	
MUS 4072 Voice with Senior Recital	
MUS 4113 Musical Form & Analysis	
Major Instrument--Voice (fourteen hours)	
Minor Instrument--Piano (four hours)	
<b>III. Related Work</b>	<b>6</b>
<b>A. Required General Education</b>	<b>3</b>
Select one of the following:	
FREN 1113 Elementary French I	
GER 1113 Elementary German I	
<b>B. Required Related Electives</b>	<b>3</b>
Select one of the following:	
FREN 1223 Elementary French II	
GER 1223 Elementary German II	
<b>IV. Minor (Required)</b>	<b>16-21</b>
Students who wish to prepare for a career in Music Business may complete the minor in Business Administration for Music Majors - 070D.	
<b>V. Electives</b>	<b>0-2</b>
<b>VI. Total Hours Required</b>	<b>124</b>

**VII. Special Requirements**

“Teachers” or “methods” courses do not count in the major.

**Note 1:** In some instances, students having suitable proficiency in piano may substitute study in organ for part of the normal requirement in piano.

**Note 2:** Participation in a music ensemble designated by the department as appropriate for the student’s degree program is required each fall and spring semester at ECU, except for the student teaching semester of music education majors.

**Note 3:** Music majors *must* successfully complete eight semesters of MUS 1000 Recital Attendance (zero hours credit, P/NP graded). Additional information, including modification of the requirement for transfers who were music majors at their previous institution, is given in the *Music Department Handbook*.

**Note 4:** Proficiency tests in Piano, in Theory and in Applied Music must be taken at the end of the sophomore year or its equivalent; transfer students must take these proficiency tests during their first week of classes at ECU. Re-examination will be permitted, but the tests must be passed before the senior recital. In Applied Music, a Proficiency Jury must be passed in order to enroll in 3000-level courses.

**Note 5:** ECU requires all music majors to complete a senior recital sequence the same semester they are enrolled in MUS 4072. The recital sequence requires performing and passing a preview recital at least 30 days prior to the senior recital. The requirement cannot be fulfilled through transfer credit.

The OSRHE computer proficiency graduation requirement will be met through completion of one of the courses in the institution’s general education computer literacy option (including equated or substituted courses) or testing out of the challenge exam for one of these courses (all courses may not have challenge exams), OR successful completion of an associate of arts or associate of science degree at an Oklahoma two-year college in which the computer skills requirement was met. Satisfaction of this requirement may not reduce or remove any program requirements.

Students beginning at East Central University in the fall 2007 semester or later who have earned less than sixty-four semester hours are required to take two classes with a designated service-learning component. Students transferring to ECU for the first time in the fall 2007 semester or later with sixty-four or more semester hours will be required to take one class with a service-learning component.

**MUSIC****Vocal Concentration - Teacher Certification  
Bachelor of Science****Major Code -- 0333****I. General Education (45 HOURS)***6 hours (COMM 1113 and PSYCH 1113) counted in the Major**Demonstrate novice high competency in a foreign language or complete a Foreign Language or American Sign Language course with a C or higher.*Other hours needed **39**

Includes recommended math course--MATH 1413

**II. Vocal Concentration-Teacher Certification 60**

MUS 1000 Recital Attendance (enroll each semester)  
 MUS 1113 Fundamentals of Music  
 MUS 1121 Vocal Diction  
 MUS 1133 Elementary Harmony & Ear Training  
 MUS 1233 Intermediate Harmony & Ear Training  
 MUS 1521 Class Instruction in Wind Instru  
 MUS 1711 Class Instruction in String Instru  
 MUS 1811 Class Instruction in Percussion Instru  
 MUS 2111 University Singers (enroll each semester)  
 MUS 2422 Introduction to Music Education  
 MUS 3113 Advanced Harmony & Ear Training  
 MUS 3211 Principles of Conducting  
 MUS 3321 Choral Literature  
 MUS 3421 Solo Vocal Literature  
 MUS 3621 Vocal Pedagogy  
 MUS 3633 History of Music Through Bach  
 MUS 3643 History of Music Since Bach  
 MUS 3871 Choral Conducting  
 MUS 4072 Voice with Senior Recital  
 MUS 4113 Musical Form & Analysis  
 MUS 4412 Music in the Elementary School  
 MUS 4532 Vocal Music in the Secondary School  
 Major Instrument--Voice (nine hours)  
 Minor Instrument--Piano (six hours)

**III. Related Work 6**

**Required General Education 6**  
 COMM 1113 Fundamentals of Human Comm  
 PSYCH 1113 General Psychology

**IV. Minor**

Professional Education is used for the minor and no additional minor is required.

**V. Professional Education 30**

For course requirements see Professional Education.

**VI. Total Hours Required 135****VII. Special Requirements****Note 1:** In some instances, students having suitable proficiency in piano may substitute study in organ for part of the normal requirement in piano.**Note 2:** Participation in a music ensemble designated by the department as appropriate for the student's degree program is required each fall and spring semester at ECU, except for the student teaching semester of music education majors.**Note 3:** Music education majors *must* successfully complete seven semesters of MUS 1000 Recital Attendance (zero hours credit, P/NP graded). Additional information, including modification of the requirement for transfers who were music majors at their previous institution, is given in the *Music Department Handbook*.**Note 4:** Proficiency tests in Piano, in Theory and in Applied Music must be taken at the end of the sophomore year or its equivalent; transfer students must take these proficiency tests during their first week of classes at ECU. Re-examination will be permitted, but the tests must be passed before the student-teaching semester. In Applied Music, a Proficiency Jury must be passed in order to enroll in 3000-level courses.**Note 5:** ECU requires all music majors to complete a senior recital sequence the same semester they are enrolled in MUS 4072. The recital sequence requires performing and passing a preview recital at least 30 days prior to the senior recital. These requirements may not be met during the student teaching semester, and the recital requirements cannot be fulfilled through transfer credit.

The OSRHE computer proficiency graduation requirement will be met through the completion of the courses EDUC 4611 Field Experience III and EDUC 4632 Educational Technology (including equated or substituted courses), both of which are required courses in the professional education sequence.

Students beginning at East Central University in the fall 2007 semester or later who have earned less than sixty-four semester hours are required to take two classes with a designated service-learning component. Students transferring to ECU for the first time in the fall 2007 semester or later with sixty-four or more semester hours will be required to take one class with a service-learning component.

**Minor in Music - 330E**

MUS 1000 Recital Attendance (2 semesters)  
 MUS 1113 Fundamentals of Music  
 MUS 2533 Music in Life

Major Applied Area - two hours (taken in 2 semesters)  
 Piano (Class or Private) - two hours (taken in 2 semesters)

Major Ensemble (enroll 2 semesters)  
 MUS 2211 Band **OR**  
 MUS 2111 University Singers

Six hours approved Music electives  
 (excluding MUS 2433 World Music)

**Minimum Total Hours****18**

**NATIVE AMERICAN STUDIES**

**Bachelor of Arts**

**Major Code -- 0590**

<b>I. General Education (45 HOURS)</b>	
<i>3 hours (HIST 2523) counted in the Major</i>	
Other hours needed	<b>42</b>
Includes recommended math course-- MATH 1413	
<b>II. Major in Native American Studies</b>	<b>34</b>
(At least 24 hours must be at the 3000-4000 level)	
<b>A. Required General Education</b>	<b>3</b>
HIST 2523 Native Peoples in American History	
<b>B. Required in the Native American Studies Major</b>	<b>10</b>
HIST 4123 Five Southeastern Tribes	
NAS 1111 Introduction to Native American Studies	
NAS 4113 Research in Native American Studies	
NAS 4223 Internship in Native American Studies	
<b>C. Required Electives</b>	<b>21</b>
Select 21 hours from the following:	
BUS 3013 Native American Economic Development	
ENG 3123 Introduction to Linguistics	
ENG 4523 American Literature: PMT (Native American Literature)	
GEOG 3613 Field Studies in Regional Geography	
HIST 3233 The Indian in American History	
LS 4143 Introduction to Native American Law	
NAS 2113 Clemente I: Comparing Cultures	
NAS 2123 Clemente II: Chickasaw Culture	
NAS 4983 Seminar in Native American Studies (Subject named in the title listing)	
SOC 2713 Introduction to Cultural Anthropology	
SOWK 4113 The Indian Child Welfare Act	
Other approved hours with significant content relating to Native American Studies.	
<b>III. Minor (Required)</b>	<b>16-21</b>
<b>IV. Electives</b>	<b>27-32</b>
<b>V. Total Hours Required</b>	<b>124</b>

**VI. Special Requirements**

“Teachers” or “methods” courses do not count in the major.

The OSRHE computer proficiency graduation requirement will be met through completion of one of the courses in the institution’s general education computer literacy option (including equated or substituted courses) or testing out of the challenge exam for one of these courses (all courses may not have challenge exams), OR successful completion of an associate of arts or associate of science degree at an Oklahoma two-year college in which the computer skills requirement was met. Satisfaction of this requirement may not reduce or remove any program requirements.

Students beginning at East Central University in the fall 2007 semester or later who have earned less than sixty-four semester hours are required to take two classes with a designated service-learning component. Students transferring to ECU for the first time in the fall 2007 semester or later with sixty-four or more semester hours will be required to take one class with a service-learning component.

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**Minor in Native American Studies - 590A**

HIST 2523 Native Peoples in American History

Fifteen other hours approved by the Chickasaw Nation Native American Studies Chair.

**Minimum Total Hours 18**

## POLITICAL SCIENCE

Bachelor of Arts

Major Code -- 0181

**I. General Education (45 HOURS)***6 hours (PS 1113 and PS 2113) counted in the Major*Other hours needed **39**

Includes recommended math course-- MATH 1413

**II. Major in Political Science 36**

(At least 15 hours must be at the 3000-4000 level)

**A. Required General Education 6**PS 1113 U.S. Government  
PS 2113 Introduction to Political Science**B. Required in the Political Science Major 6**PS 3163 Political Science Research Methods  
PS 4433 Public Policy Making  
(to be taken in Senior year)**C. Required Political Science Electives 24****III. Minor (Required) 16-21****IV. Electives 28-33****V. Total Hours Required 124****VI. Special Requirements**

"Teachers" or "methods" courses do not count in the major.

The OSRHE computer proficiency graduation requirement will be met through completion of one of the courses in the institution's general education computer literacy option (including equated or substituted courses) or testing out of the challenge exam for one of these courses (all courses may not have challenge exams), OR successful completion of an associate of arts or associate of science degree at an Oklahoma two-year college in which the computer skills requirement was met. Satisfaction of this requirement may not reduce or remove any program requirements.

Students beginning at East Central University in the fall 2007 semester or later who have earned less than sixty-four semester hours are required to take two classes with a designated service-learning component. Students transferring to ECU for the first time in the fall 2007 semester or later with sixty-four or more semester hours will be required to take one class with a service-learning component.

**Minor in Political Science - 180A**

PS 2113 Introduction to Political Science

15 hours other Political Science courses (at least 6 hours of 3000-4000 level courses)

**Minimum Total Hours (above PS 1113) 18**

"Teachers" or "methods" courses do not count in the minor.

**SOCIAL WORK**

**Bachelor of Social Work**

**Major Code -- 0500**

**I. General Education (45 HOURS)**

*10 hours (BIOL 1114, PSYCH 1113, SOC 1113) counted in the Major*

Other hours needed **35**

Includes recommended math course -- MATH 1413

**II. Major in Social Work 46**

HURES 2083 Human Behav and Social Env I  
 HURES 2103 Interviewing Techniques  
 HURES 3183 Case Management Practice  
 HURES 3763 Group Processes and Practice  
 SOWK 2273 Intro to Social Work & Social Welfare  
 SOWK 2511 Field Work Studies in Social Work  
 SOWK 3013 Social Work Practice I  
 SOWK 3613 Social Welfare Policy & Services  
 SOWK 3833 Research Methods in Social Work  
 SOWK 4423 Human Behavior & Social Environment II  
 SOWK 4494 Social Work Practice II  
 SOWK 4892 Integrative Seminar in Social Work  
 SOWK 4946 Internship in Social Work\*  
 SOWK 4946 Internship in Social Work\*

\* Internship in Social Work is not offered during summer semester.

**III. Related Work 10**

**Required General Education 10**

BIOL 1114 General Biology (Satisfies general education requirement and must be completed prior to enrollment in HURES 2083 Human Behavior and Social Environment I.)  
 PSYCH 1113 General Psychology (Satisfies general education requirements and must be completed prior to enrollment in HURES 2083 Human Behav and Soc Env I and HURES 2103 Interviewing Techniques.)  
 SOC 1113 Introduction to Sociology (Satisfies general education requirements and must be completed prior to enrollment in HURES 2083 Human Behav and Soc Env I and HURES 2103 Interviewing Techniques.)

**IV. Minor (Required) 16-21**

It is recommended that the Social Work major select a minor from the Department of Human Resources or a related field.

**V. Electives 12-17**

**VI. Total Hours Required 124**

**VII. Special Requirements**

“Teachers” or “methods” courses do not count in the major.

The OSRHE computer proficiency graduation requirement will be met through completion of one of the courses in the institution’s general education computer literacy option (including equated or substituted courses) or testing out of the challenge exam for one of these courses (all courses may not have challenge exams), **OR** successful completion of an associate of arts or associate of science degree at an Oklahoma two-year college in which the computer skills requirement was met. Satisfaction of this requirement may not reduce or remove any program requirements.

Students beginning at East Central University in the fall 2007 semester or later who have earned less than sixty-four semester hours are required to take two classes with a designated service-learning component. Students transferring to ECU for the first time in the fall 2007 semester or later with sixty-four or more semester hours will be required to take one class with a service-learning component.

**Minor in Social Work**

**For Majors in Human Resources Fields - 500A**

SOWK 2273 Intro to Social Work & Soc Welfare  
 SOWK 2511 Field Work Studies in Social Work  
 SOWK 3613 Social Welfare Policy & Services  
 SOWK 4423 Human Beh & Soc Env II  
 Eight hours of electives approved by Social Work faculty  
**Minimum Total Hours 18**

**For Majors Not in Human Resources Fields - 500B**

HURES 2103 Interviewing Techniques  
 HURES 3183 Case Management Practice  
 SOWK 2273 Intro to Social Work & Social Welfare  
 SOWK 2511 Field Work Studies in Social Work  
 SOWK 3613 Social Welfare Policy & Services  
 Five hours of electives approved by Social Work faculty  
**Minimum Total Hours 18**



**SOCIOLOGY**

**Bachelor of Science**

**Major Code -- 0410**

<b>I. General Education (45 HOURS)</b>	
<i>6 hours (SOC 1113 and SOC 2113) counted in the Major</i>	
Other hours needed	<b>39</b>
Includes recommended math course--MATH 1413	
<b>II. Major in Sociology</b>	<b>30</b>
(Fifteen hours must be 3000-4000 level)	
<b>A. Required General Education</b>	<b>6</b>
SOC 1113 Introductory Sociology	
SOC 2113 Social Problems	
<b>B. Required in the Sociology Major</b>	<b>9</b>
SOC 3413 Sociological Theory	
SOC 3833 Statistics for Social Sciences	
SOC 4813 Methods and Tech of Research	
<b>C. Required Electives</b>	<b>15</b>
Fifteen hours approved courses in Sociology	
<b>III. Minor (Required)</b>	<b>16-21</b>
The minor with the Sociology major may be selected by the student.	
<b>IV. Electives</b>	<b>34-39</b>
<b>V. Total Hours Required</b>	<b>124</b>

**VI. Special Requirements**

“Teachers” or “methods” courses do not count in the major.

The OSRHE computer proficiency graduation requirement will be met through completion of one of the courses in the institution’s general education computer literacy option (including equated or substituted courses) or testing out of the challenge exam for one of these courses (all courses may not have challenge exams), OR successful completion of an associate of arts or associate of science degree at an Oklahoma two-year college in which the computer skills requirement was met. Satisfaction of this requirement may not reduce or remove any program requirements.

Students beginning at East Central University in the fall 2007 semester or later who have earned less than sixty-four semester hours are required to take two classes with a designated service-learning component. Students transferring to ECU for the first time in the fall 2007 semester or later with sixty-four or more semester hours will be required to take one class with a service-learning component.

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**Minor in Sociology - 410A**

SOC 1113 Introductory Sociology	
SOC 2113 Social Problems	
12 Hours other Sociology courses	
<b>Minimum Total Hours</b>	<b>18</b>
“Teachers” or “methods” courses do not count in the minor.	



## Section IX

# UNIVERSITY STUDIES

**Major Offered**  
General Studies - BGS

**Minor Offered**  
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<b>Courses</b>	
<b>Prefix</b>	<b>Subject</b>
HNRS	Honors
UNIV	University Studies

### BACHELOR OF GENERAL STUDIES

#### Eligibility Requirements

1. The student must be 21 or older and not have already earned 100 semester hours. Exceptions to these requirements may be appealed to the General Studies Advisory Committee. The appeal must include a positive written recommendation from the School Dean in which the student's current major is located. If the student submitting the appeal is a transfer student, the appeal must include a positive written recommendation from a General Studies Advisor.
2. The student must complete an interview with a General Studies Advisor.
3. The student must file an Application for Admission with the General Studies Program Advisory Committee.

#### Admission Requirements

1. The student must be admitted to East Central University.
2. The student must meet with a General Studies Advisor and complete the Application for Admission to the General Studies Program.
3. Students seeking this degree must file the Application for Admission to the General Studies Program with the General Studies Program Admission Committee. The application includes:
  - a. Submit copies of all college transcripts;
  - b. Submit a written application, including:
    - 1) a statement of academic and career goals;
    - 2) the Individual Learning Plan which supports the

- 3) statement of academic and career goals; and any other information that the student may wish to include in support of the application.

4. Upon admission to the program, it is the student's responsibility to file the Individual Learning Plan with the Office of Admissions and Records. The ILP will be the degree check.
5. The student is responsible for filing course substitution forms with the Office of Admissions and Records, as needed.

#### Degree Requirements

**124 Semester Hours**  
**Minimum 2.0 GPA**

#### PRIOR LEARNING

Transfer credits from other colleges/universities

Credit by examination - CLEP, or ECU challenge tests

Military and other non-college courses evaluated by the American Council on Education

#### NEW LEARNING

Special Degree Courses:  
Interdisciplinary Study  
Prof. Field Experience I  
Prof. Field Experience II  
General Studies Senior Project

Day or evening ECU courses on campus or at off-campus locations

Distance Learning from ECU and other colleges and universities

On-Campus courses taken at other colleges or universities

**GENERAL STUDIES****Bachelor of General Studies****Major Code -- 0560**

<p><b>I. General Education</b> 45</p> <p>Includes recommended math course--MATH 1413</p> <p><b>II. Major in General Studies</b> 45</p> <p><b>A. Required Courses</b> 12</p> <p>UNIV 3113 Interdisciplinary Study  UNIV 3123 Professional Field Experience I  UNIV 4123 Professional Field Experience II  UNIV 4723 General Studies Senior Project</p> <p><b>B. Interdisciplinary Study</b> 33</p> <p>Complete the 33 semester hours of course work that was approved in the student's Independent Learning Plan (ILP). The ILP must reflect a coherent plan of study in support of the student's academic and career goals.</p> <p>The ILP must include at least 18 hours of credit at ECU and at least 15 hours must be upper division credit.</p> <p><b>III. Minor (Not Required)</b></p>	<p><b>IV. Electives</b> 34</p> <p><b>V. Total Hours Required</b> 124</p> <p><b>VI. Special Requirements</b></p> <p>The OSRHE computer proficiency graduation requirement will be met through completion of one of the courses in the institution's general education computer literacy option (including equated or substituted courses) or testing out of the challenge exam for one of these courses (all courses may not have challenge exams), <u>OR</u> successful completion of an associate of arts or associate of science degree at an Oklahoma two-year college in which the computer skills requirement was met. Satisfaction of this requirement may not reduce or remove any program requirements.</p> <p>The Service Learning requirement is waived for students in the General Studies major.</p> <p>Note: Under current Oklahoma State Department of Education regulations, candidates holding a Bachelor of General Studies Degree do not qualify to receive a teaching license under the Alternative Teacher Certification program. Students should contact the Oklahoma State Department of Education for more information.</p>
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## Section X

# OBTAINING TEACHERS' CERTIFICATES AND LICENSES, NURSES' LICENSES, AND COLLEGIATE OFFICER CERTIFICATION

### GENERAL REGULATIONS

#### Licenses/Certificates

The following excerpt from the Oklahoma Statutes gives authority to, and places full responsibility upon, the Oklahoma Commission for Teacher Preparation in matters related to the preparation and assessment of teachers and school personnel:

“Beginning July 1, 1997, the Oklahoma Commission for Teacher Preparation shall have authority for approval and accreditation of teacher education programs and for assessment of candidates for licensure and certification according to the provisions of the Oklahoma Teacher Preparation Act.”

#### *Kinds of Certificates*

- A. Early Childhood School Certificate (Grades PK-3)
- B. Elementary School Certificate (Grades 1-8)
- C. Elementary-Secondary School Certificate (Grades PK-12)
- D. Secondary School Certificate (Grades 6-12)
- E. School Service Personnel Certificate

#### *Types of Certificates*

The endorsement on the face of the license/certificate, according to the approved certificate program completed, indicates the *type* of license/certificate which has been issued.

#### *Classes of Certificates*

The *class* of the certificate determines its term of validity. The present three classes of certificates are:

- A. License (one year validity)-All teachers who complete the requirements of an approved certificate program after January 31, 1982, and have not had at least one year's experience as a classroom teacher prior to that date shall be required to hold a Residency License during the first year of employment in the teaching profession in the accredited schools of Oklahoma. A second license may be issued based on the recommendation of an individual's Residency Committee.
- B. Standard Certificate-The Standard Certificate has a five year term of validity and a provision for renewal upon compliance with prescribed conditions.
- C. Emergency Certificate (one year validity)-This certificate is issued only in emergency cases upon the request and recommendation of a local school superintendent who shall state the school's intention to employ the applicant if the certificate is granted. All such certificates are valid only within the school district upon whose request they are granted.

#### *General Certificate Requirements*

The general requirements which must be met for each class of certificate are detailed below. Additional minimum requirements for each approved program are described in detail later in this document under each program heading, e.g., Elementary, Music, and Science.

A. *Entry-Year License* - To be eligible for an Entry-Year License, the applicant shall have:

1. Completed an approved certificate program at an accredited college or university and received a recommendation from that institution.
2. Passed the state assessments in the teaching area(s) for which the license is sought.

B. *Standard Certificate (undergraduate)* - To be eligible for a Standard Certificate, the applicant shall have:

1. Completed an approved certificate program at an accredited college or university which includes a minimum of the following:
  - a. A baccalaureate degree,
  - b. Forty-five (45) semester hours in general education,
  - c. Thirty (30) semester hours of credit in professional education, and
  - d. Forty-nine (49) semester hours of credit in the area of specialization and related areas (see individual certificate programs for specific course work required in the area of specialization and related areas).
2. Passed the state assessments in the teaching area(s) for which the certificate is sought.
3. Successfully completed the Residency Assistance Program as a licensed teacher. (This applies to all candidates who have completed their initial teacher preparation program after January 31, 1982.)

C. *Additional Certification Issues* - By law 70 O.S. 6-180 et seq. effective September 1, 1999, Oklahoma's teacher licensure and certification became competency-based. Competency for initial licensure is determined by meeting an Oklahoma higher education institution's teacher education program and passing competency examinations.

1. Additional subject areas may be added to a license/certificate by passing the appropriate competency examination(s)\*.
2. The requirements for a certificate for superintendents of schools and principal shall include not less than completion of a standard master's degree, completion of a program in education administration for either school principal or school superintendent approved by the Oklahoma Commission for Teacher Preparation, such other professional education and requirements as may be fixed by the State Board of Education, a passing score on the competency exams, and a minimum of (2) years' successful teaching, supervisory or administrative experience in public schools.

**Administrator Alternative Certification Process for School Principal and School Superintendent**  
Pursuant to HB 1390, 70 O.S. §6-89 of the 2005 Oklahoma Legislative Session, East Central University will provide support for candidates who wish to pursue alternative certification for school administration. H.B.

1477 of the 2007 legislative session revised the process for certification for school administrators.

Candidates who seek certification for school principal will follow the process established by the state. According to state statute, the standards for alternative certification for superintendents of schools and principals shall include:

- the completion of a standard master's degree;
- two (2) years of relevant work experience in a supervisory or administrative capacity;
- a passing score on the subject area competency examination;
- filing with the director of teacher education at an Oklahoma accredited institution of higher education a plan for completing an alternative administrative preparation program within (3) years. Relevant work experience and coursework may be considered and applied to reduce the number of hours needed to earn standard certification

An alternative certification for superintendent of schools and principals shall not exceed three (3) years and shall not be renewable.

Once all of the above requirements have been met for a selected program or programs, the State Department of Education will issue an alternative certificate for superintendent of schools and/or principals. **The certificate shall not exceed three (3) years and shall not be renewable.**

3. Specialist certification (library-media specialist, school counselor, school psychometrist, school psychologist, speech language pathologist, and reading specialist) requires completion of a graduate program meeting the professional education association standards specific to the profession. Contact the Oklahoma Commission for Teacher Preparation\* for the universities offering these programs and for information regarding the required competency examination(s).

#### *Institutional Recommendation*

An applicant for a license/certificate which requires completion of an approved certificate program shall be recommended by the preparing institution for the certificate desired if work was completed in Oklahoma.

Evidence of having completed all academic course requirements specified for the certificate desired shall be presented as a part of the application. A statement from the preparing institution declaring the applicant to have completed an approved teacher education program will normally be accepted as satisfying this requirement.

#### *Requirements for Renewing Standard Certificates*

To renew a Standard Certificate, the applicant shall have completed a minimum of three (3) years of school experience or five (5) semester hours of credit from professional education or specialization from an approved program during the five (5) year validity period of the certificate. Applicants who have had fewer than three (3) years of school experience during the validity period of the certificate may substitute three (3) semester hours of college course work in professional education or specialization from an approved teacher education program for each year of experience they are lacking.



*Education of the Exceptional Child*

After July 1, 1976, no person shall be granted a standard certificate to teach in the public schools of Oklahoma unless he or she has satisfactorily completed a course of two or more semester hours in the education of the exceptional child. The course shall include instruction on identification of children with learning disabilities caused by neurological disorders, mental retardation, and sociological factors. The course shall provide information on methods and techniques for teaching exceptional children, sources of referral and assistance to teachers and parents.

**REQUIREMENTS FOR STANDARD ELEMENTARY, ELEMENTARY-SECONDARY, AND SECONDARY TEACHERS' CERTIFICATES ISSUED THROUGH EAST CENTRAL UNIVERSITY**

(See general requirements on preceding pages.)

Required are a bachelor's degree and completion of a program including all work shown in the following. The applicant must have completed in residence at East Central University a sufficient amount of work in professional teacher education and in the teaching field to provide a basis for evaluating his or her readiness for teaching. Grade requirements for certification are given in the College of Education and Psychology Section of this *Catalog*.

**GENERAL EDUCATION 45 hours**

General education is based on those studies known as the liberal arts, which embrace the broad areas of the humanities, mathematics, the biological and physical sciences, and the social and behavioral sciences and the oral and written communication skills. College credit used to satisfy the requirements in general education, in an amount not to exceed twelve (12) semester hours, may also be counted in meeting requirements in the field of specialization. College credit used to satisfy the requirements in Professional Education shall not be counted toward meeting requirements in General Education.

A minimum of forty-five (45) semester hours in general education is required, and distributed so that upon successful completion of the general education component, the student will have acquired competencies in each of the following areas:

*Category A*

1. University Studies
2. Written Communication
3. Communication
4. Mathematics
5. United States History and Government
6. Science
7. Humanities and Social Sciences
8. Wellness

**PROFESSIONAL TEACHER EDUCATION AND RELATED WORK**

Students seeking certification in early childhood, elementary, secondary, and elementary-secondary areas complete 30 hours of professional education course work. Students majoring in early childhood, elementary, and special education must also complete a minimum of twelve hours of related work in each of four core areas: language arts, social studies, science, and mathematics.

Students who are considering teacher education as a career make application for admission into the Teacher Education Program. Admission requirements are presented in the Department of Education description.

**SPECIALIZED EDUCATION**

Students complete appropriate specialized course work to meet degree and/or certification requirements. Specialized course work is offered leading to a degree with certification or certification only in art, business, early childhood education, elementary education, English, family and consumer sciences - vocational, mathematics, music, physical education/health, athletic training, science, social studies, special education, and speech and drama. Specific program course requirements can be found in the department descriptions.

In specialized education (the teaching field), sufficient advanced work (a minimum of nine hours) must be completed at East Central University to provide a basis for evaluation of a student's readiness to be recommended for certification.

**OBTAINING A LICENSE AS A REGISTERED NURSE IN OKLAHOMA**

The Oklahoma Board of Nursing (OBN) requires mandatory licensure for use of the title "Registered Nurse" and practice of those functions within the scope of practice described in the *Oklahoma Board of Nursing Practice Act and Rules and Regulations*.

To qualify for licensure as a Registered Nurse in the state of Oklahoma, the student must:

- a. Successfully complete an approved school of nursing for Registered Nurses as demonstrated by submission of an official transcript.
- b. Submit a clean finger-print-based OSBI and FBI criminal background check not more than 90 days old at the time of submission of the application for licensure.
- c. Complete and submit an official application for licensure with appropriate fees.
- d. Show proof of citizenship by submitting a birth certificate. International students must go to the board office with proof of legal residence.
- e. Take and pass the NCLEX-RN, CAT licensure examination from the National Council of State Boards of Nursing.
- f. Applicants for licensure must be a minimum of 18 years of age.

For additional information, contact:

Oklahoma Board of Nursing  
 2915 N. Classen Boulevard, Suite 524  
 Oklahoma City, OK 73106  
 Phone (405) 926-1800  
[www.ok.gov/nursing/nclex2.pdf](http://www.ok.gov/nursing/nclex2.pdf)

For licenses in states other than Oklahoma, please contact that state's Board of Nursing. Requirements and fees vary from state to state.

### OBTAINING COLLEGIATE OFFICER CERTIFICATION

Certification as a peace or police officer is provided by the Council on Law Enforcement Education and Training. Peace officer mandates for the State of Oklahoma are established in Oklahoma State Statutes Title 70, Section 3331. Students can complete requisite education and training requirements by successful participation in the Collegiate Officer Program provided by the Criminal Justice Law Enforcement program in the Department of Human Resources. To qualify for certification the student must:

- a. Complete selected criminal justice courses, a first aid course, and skills training program prior to award of the bachelor's degree.
- b. Prior to "Firearms" training, all students shall be administered a Minnesota Multi-Phasic Personality Inventory (MMPI), or a CLEET approved equivalent psychological examination, by a person qualified to administer such examinations. Examinations shall be evaluated by a licensed psychologist at each student's expense.
- c. Obtain a minimum score of 70% on a comprehensive examination covering all Collegiate Officer Program courses.
- d. Secure employment with a city, county, or state entity of government as a full-time peace officer.
- e. COP students must request, at their own expense, a criminal history clearance from the Oklahoma State Bureau of Investigation and a local records check from their county of residence prior to attending skills training courses. Returns on the criminal history and local records check must be presented to the COP director prior to student enrollment in skills training courses. Returns which indicate prior convictions for felony offenses, or convictions for crimes of moral turpitude, will preclude enrollment in skills training class.



## Section XI SCHOOL OF GRADUATE STUDIES Adrianna Lancaster, Dean

### Introduction

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

East Central University offers four Masters degrees with eighteen options. They are:

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

**Master of Science in Accounting**

**College of Education and Psychology**

**Master of Education**

Options:

- Educational Leadership
- Elementary Education
- Elementary Mathematics Specialist
- Library Media
- Reading
- Secondary Education
- Secondary Education - Academic Discipline
- Secondary Education - Educational Technology
- Secondary Education - Sports Administration
- Special Education
- School Counselor (Elementary)
- School Counselor (Secondary)

**Master of Science in Psychological Services**

**College of Liberal Arts and Social Sciences**

**Master of Science in Human Resources**

Options:

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

Certificate:

- Addictions Counseling

### Graduate Certification Programs

Various graduate certification programs satisfying requirements for standard and provisional Oklahoma teaching certificates, Licensed Professional Counselor, and Certified Rehabilitation Counselor, and others are available at the University. These programs are identified in the appropriate sections of this catalog.

For further information regarding certification, contact the Dean of the College of Education and Psychology, the Chair of the Psychology Department, or the Chair of the Department of Human Resources.

### **Graduate Faculty and Graduate Committee**

The Graduate Committee, representing the Graduate Faculty, recommends the policies of the Graduate Program, and these policies are administered by the Dean of the School of Graduate Studies. 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. The Office of Admissions and Records processes applications for admission to the University. A student seeking admission to graduate study at East Central University must:

1. Complete an East Central University Application for Admission/Readmission form.
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 concurrent, probationary, conditional, unconditional or special admission status. A student seeking admission to a graduate program must:

1. Complete an Application for Admission to a Graduate Program.
2. Submit all other credentials required for admission to a particular Graduate Degree Program.
3. Develop a program of study in consultation with an assigned advisor and submit the program of study to the Dean of the School of Graduate Studies by the end of the first semester of enrollment.

### **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 degree program requirements).

Admission to the School of Graduate Studies must not be considered as equivalent to admission to Candidacy for an advanced degree. Candidates for specific programs and degrees must make proper application at the time and in the manner prescribed by the requirements for the program or degree sought. Individual department requirements must also be met in order to be admitted to a degree program.

### **Admission Categories**

#### **Concurrent Graduate Study**

A senior student who lacks less than a full normal study load and who has completed 100 hours may be permitted to enroll in courses applicable to the graduate program, provided that his or her total study

load is not more than sixteen hours in a semester or nine hours in a summer term. No more than six hours in a semester or three in a summer term may be applied to a graduate degree. Semester hours earned may be applied toward either the baccalaureate or graduate degree, not towards both. Such admission to part-time graduate study is tentative, pending completion of baccalaureate work with satisfactory grades. No more than 12 semester hours earned under this policy may be applied to a graduate degree. Graduate enrollment will be changed to non-graduate if graduation requirements are not met. Courses not applying to the undergraduate degree may not be countable as load for financial aid purposes. Students are advised to check with the Office of Financial Aid.

#### **Probationary Admission**

Probationary admission to a Graduate Degree Program may be granted to an applicant who has not met all the requirements for unconditional admission. Students admitted on probationary admission must demonstrate progress towards meeting the specific requirements for Probationary Admission in order to be granted Unconditional Admission to a Graduate Degree Program.

#### **Conditional Admission**

Conditional admission to a Graduate Degree Program may be granted to an applicant who has met all requirements for admission to the University and the School of Graduate Studies but has not met all of the requirements for admission to the specific Graduate Degree Program. (See Academic Requirements below for additional requirements.)

#### **Unconditional Admission**

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

#### **Special Graduate Student Admission**

The 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 Special Graduate Student. Such enrollment does not constitute admission to a Graduate Degree Program. (See item 2 under Academic Requirements for restrictions on applicability of graduate credits earned in this status toward a Graduate degree.)

### **Admission to Candidacy**

Students who have been admitted to a Graduate Degree Program must submit an application for Admission to Candidacy for the master's degree no later than the end of the second week of the semester or term in which 60% of the program course work will be completed. Advancement to Candidacy for the master's degree results from a formal procedure. To be advanced to Candidacy, a student must be in good standing and must:

1. complete 60% of the program requirements;
2. complete standardized test(s) required by the Academic Department;
3. hold a GPA of 3.0 in all work attempted in a degree program

### **Application for Degree**

A student must apply for award of a degree according to the deadline specified in the Schedule for the semester in which the degree will be awarded. (Failure to graduate necessitates reapplication.) Application must be made at the Graduate School Office. A graduation fee is to be paid in the Bursar's Office at this time.



## Conferring Degrees

Candidates who have fulfilled all 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 degree programs)

#### 1. Total Hours:

- Master of Education - 32 semester hours (except for Elementary Mathematics Specialist and Reading which is 33 semester hours and Secondary Education - Academic Discipline which is 36 semester hours)
- Master of Science in Accounting - 30 semester hours
- Master of Science in Human Resources
  - Counselor - 60 semester hours
  - Human Resources - 36 semester hours
  - Clinical Rehabilitation and Clinical Mental Health Counseling - 60 semester hours
  - Criminal Justice - 36 semester hours
- Master of Science in Psychological Services - 60 semester hours

#### 2. Special Graduate Student and Conditional Admission

No more than twelve (12) semester hours earned as a special or conditional graduate student may be applied to a program of study; time limits apply to these credits.

#### 3. Probationary Admission

No more than nine (9) hours earned in probationary status may be applied to a graduate degree; time limits apply to these credits.

#### 4. Retention

Graduate students must maintain an overall graduate grade point average of 3.0 to remain academically **in good standing** with the School of Graduate Studies.

A student admitted on probation who does not have a 3.0 or higher cumulative GPA at the end of the semester in which nine (9) semester hours of graduate credit is reached or surpassed (including transfer hours) will be suspended from the program. When a graduate student admitted on probation earns a minimum of nine (9) semester hours with a cumulative GPA of 3.0 or higher, probation will be removed.

Any student working on a degree program whose GPA is less than 3.0 will be informed by letter. If the GPA continues below 3.0 in the next semester enrolled, 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. When the student's GPA reaches 3.0 or higher, the student will be removed from Academic Probation.

When a graduate student who has been placed on **Suspension** from a Graduate Degree Program has earned a 3.0 or higher in a minimum of six (6) additional graduate semester hours, which were approved by the student's advisor, the student may petition the Graduate Committee for **Reinstatement**. Graduate credits earned while under Suspension will not apply toward a degree.

A graduate student whose 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 semester hours at East Central University 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 dropped from the Graduate Degree Program.

#### 5. Outreach and Transfer Credit

All graduate credit offered by East Central University may count toward completion of program requirements, regardless of the delivery site or method. Graduate credit earned from any Oklahoma college or university at the University Center of Southern Oklahoma may be counted as residence credit. Graduate credit earned elsewhere is subject to transfer credit limitations.

#### 6. 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. Depending upon the degree program, a maximum of nine 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.

Within the School of Graduate Studies, each department determines the number of transfer hours acceptable. The student must consult the appropriate program for such information. A student enrolled in a master's degree program is governed by the transfer policy of the specific degree program. All transfer hours must be appropriate to the particular program in which the student is enrolled.

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

Credit earned in seminars must be germane to the student's program of study and approved by the program director in order to count toward a graduate degree. No more than three hours of course work graded as pass/fail may count toward a graduate degree.

#### 8. Correspondence Study

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

#### 9. 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 years prior to completion of the degree may not be counted toward the degree but may count toward professional certification.

#### 10. 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 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.

#### 11. Graduate Course Definition

Effective Fall 2004, graduate credit may be earned only in courses numbered 5000 or above.

#### 12. Certification Courses

Teachers and other school personnel naming East Central University 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.

#### 13. 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 have been begun not more than four years before graduation, exclusive of any time spent in the Armed Forces of the United States of America. All work other than the ten hours allowed from the first master's degree must be from East Central University.

Students interested in pursuing a second master's degree are not required to take the Writing Proficiency Examination.

**14. Progress Toward Degree**

Admission will be canceled for any student admitted to the School of Graduate Studies who has either not enrolled or received credit toward the master's degree for four consecutive years.

**15. 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
<b>IELTS Test</b>	<b>6.5</b>

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
<b>IELTS Test</b>	<b>5.5</b>

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.

**16. 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 Philosophy and Objectives

The Master of Education degree is based on the premise that the process of becoming a more competent teacher involves experiences and preparation beyond the baccalaureate level.

Knowledge and skills are developed/improved to enable teachers more effectively to work with children, parents, and other educators. Additionally, teachers develop skills in the creation of original educational products. The following general objectives represent guidelines used in developing and modifying this program.

Objectives of the Department of Education:

1. To continue the student's development in understanding, appreciating, and applying the skills of research in identifying, studying, and solving practical and theoretical problems in education.
2. To provide assistance and/or opportunities for students to become agents of change for educational best practices.
3. To help students broaden their knowledge base and perspective in their areas of specialization.
4. To enable students to enrich and extend both their general and specific professional competence.
5. To enhance the student's ability to diagnose and implement prescriptive teaching tactics and strategies.
6. To increase the student's opportunity to reflect on educational practices and issues, to increase the student's power of reflection, and to encourage both lifelong learning and reflection.
7. To encourage the student to consider and integrate content and methodologies to enhance his or her educational practices.
8. To increase the student's opportunities to construct meaning in both general educational theory and practice and in the chosen area of specialization.

These objectives are reflected in the development of the specialization options within the Master of Education degree.

A common structure is shared generally within these degree options, all of which lead to the Master of Education degree. Varying curricula within the options provide specialized training for the particular option. Each option provides for the development of a graduate study program related to the student's individual needs through the selection of electives in consultation with the graduate advisor.

### General Regulations for the Program

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

##### Unconditional Admission

Unconditional admission is granted to an applicant who meets the following requirements:

1. Completion of a baccalaureate degree from an accredited college or university.

2. One of the following:
  - a. 2.5 or higher grade point average (computed by the East Central University grading system) on all undergraduate work attempted and any additional work required for admission to the program, or a 2.75 or higher grade point average over the last sixty hours of such work attempted.
  - b. Completion of at least eight hours approved graduate work with minimum grade point average of 3.0 in all courses taken. This work will not count toward the degree program. (See Dean of College of Education and Psychology for approval)
  - c. A minimum percentile score of 40% on both the Verbal Section and the Quantitative Section of the General Test of the Graduate Record Examination.

3. One of the following:
  - a. Completion of at least eighteen (18) hours work in professional education and psychology; or
  - b. The Alternative Education acceptance letter must be presented to the Dean of the College of Education and Psychology prior to or upon completion of 12 hours in a Master's of Education program.
  - c. Provide evidence of previous or present employment by an educational institution which requires or desires a master's degree in an education field. In such an instance, the applicant must provide 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.
4. Pass the graduate writing proficiency examination.

### Conditional Admission

Conditional admission may be granted to an applicant who has met all requirements for unconditional admission except the "demonstration of satisfactory writing skills." No more than twelve hours of graduate credit may be earned under conditional admission. To gain unconditional admission status, a student must demonstrate satisfactory writing skills and meet all other admission criteria.

### Probationary Admission

Applicants not meeting the requirements for unconditional or conditional admission may be considered for probationary admission by the Dean of the School of Graduate Studies by meeting one of the following criteria:

1. A minimum score of 40% or better on the Verbal or 40% or better on the Quantitative section of the GRE.
2. Evidence of significant professional potential which may not be reflected in grade point average or standardized scores. Such evidence may include relevant experience or evidence of leadership in a minority group culture. An applicant for probationary admission must furnish to the Dean of the School of Graduate Studies the following documents:
  - a. Three letters of recommendation.
  - b. An outline of relevant work experience.
  - c. An outline of career goals and plans.

No more than nine (9) hours of graduate credit earned while on probationary 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 grade point average of 3.0 in all courses taken and meet all other admission criteria.

## II. Credit Requirements

The Master of Education degree program requires completion of thirty-two semester hours of applicable work above the baccalaureate 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.

Credit to apply on the Master of Education degree must have been applicable on a master's degree program at the institution at which it was earned at the time the work was completed. Credit from workshops may not be counted toward the Masters of Education degree.

## III. Planning the Program

The student's study program leading to the master's degree is developed in consultation with the graduate advisor and is carefully related to the student's individual needs. Needs are identified through consideration of undergraduate preparation and immediate and prospective teaching responsibilities.

## IV. Thesis/Portfolio

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

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 Graduate Studies. Students selecting a portfolio option should contact their graduate advisor.

Once the student's application for thesis study has been approved by the Graduate Committee, the Dean of the School of Graduate Studies will appoint a three-member thesis committee. 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 participating institutions in an amount not to exceed 50 percent of the student's Program of Study. For graduate work, the cooperating institutions include Cameron University and Southwestern Oklahoma State University. 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.

## VII. Individual Study

A superior student may, upon approval of the graduate advisor and the chair of the department involved, elect to establish up to a maximum of ten hours of graduate study by individual study. The purpose of an individual study is to provide enriching experiences for superior students (generally, those having a grade average of "B" or better in the field in which they wish to do the individual study) in an area of study not readily available in conventional classes. Interested students should consult their advisors, the appropriate department chair, or the Office of Graduate Studies.

### 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.

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### 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

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

EDUC 5113 Techniques of Research

##### II. Specialization - School Principal

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

EDUC 5173 Fundamentals of Curriculum  
 EDUC 5513 Supervision of Instruction

##### IV. Special Phases of Administration

EDUC 5413 Introduction to Counseling  
 PSYCH 5473 Adv Psych of Childhood and Adolescence

##### V. Supportive Area

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.

**Elementary Education Option - 0800**

The graduate program option for the elementary teacher is designed for a graduate student specializing in teaching in grade levels K-8 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 an emphasis on knowledge, skills and attitudes.

In order to complete this option, a student must satisfy at least one of the following. Additional course work necessary to meet one of the requirements will not apply toward the degree.

1. Hold an undergraduate major in elementary education.
2. Holds, or has held, or is eligible for an Oklahoma teaching license or a provisional or standard elementary certificate.
3. Have at least twelve hours which would apply as "specialized education" toward the standard elementary certificate.

A requirement for the degree is the completion of the following program of study.

**Curriculum****I. Elementary Core (12 hours)**

- EDUC 5113 Techniques of Research (should be taken in the first 8 hours of graduate study)
- EDUC 5173 Fundamentals of Curriculum
- EDUC 5183 Contemporary Issues in Education

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 maximum of three hours of Thesis may be counted in the degree.

Portfolio option:

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

**OR**

Thesis option:

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

**II. Supportive Area (6 hours)**

- EDUC 5133 Modern Philosophies of Education
- EDUC 5233 Survey of Teaching Reading

**III. Curriculum and Instruction (3 hours)**

One of the following:

- EDUC 5023 Educ Aspects of Exceptional Children
- EDUC 5303 Reading Instruction in the Content Areas
- EDUC 5413 Introduction to Counseling
- PSYCH 5313 Advanced Educational Psychology
- PSYCH 5323 Classroom Behavior Modification
- PSYCH 5473 Adv Psych of Childhood and Adolescence

**IV. School Organization and Administration (3 hours)**

One of the following:

- EDUC 5513 Supervision of Instruction
- EDUC 5583 Legal Aspects of Education
- EDUC 5623 The Principalship

**V. Specialization or Electives**

Select 5000-level specialization or electives, with advisor's approval, to complete a program of 32 semester hours: Coursework in the area of elementary instruction is recommended.



**Elementary Mathematics Specialist - 0802**

The graduate program option for the Elementary Mathematics Specialist is designed for the certified teacher who plans to obtain a Master's Degree in Elementary Education in addition to becoming an Oklahoma Elementary Mathematics Specialist. The content focuses on the specialized knowledge that teachers need in order to understand and support student learning of elementary mathematics. The program consists of 33 credit hours.

In order to complete this program option, a student must:

1. Have a valid teacher certification in Elementary Education and/or Early Childhood Education;
2. Have two years of full-time teaching experience in grades Pre-Kindergarten through 5 at an accredited school under a valid state issued teacher credential.

**Curriculum****I. Elementary Core**

- EDUC 5113 Techniques of Research (should be taken in the first 8 hours of graduate study)  
 EDUC 5173 Fundamentals of Curriculum  
 EDUC 5183 Contemporary Issues in Education

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 maximum of three hours of Thesis may be counted in the degree.

Portfolio option:

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

**OR**

Thesis option:

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

**II. Program Core**

- EDMA 5713 Number Concepts and Operations - Pedagogy in Mathematics  
 EDMA 5743 Algebra and Functions - Pedagogy in Mathematics  
 EDMA 5723 Geometry and Measurement - Pedagogy in Mathematics  
 EDMA 5733 Data Analysis and Probability - Pedagogy in Mathematics  
 EDMA 5243 Assessment and Treatment of Mathematics Difficulties  
 EDMA 5663 Mathematics Leadership and Mentoring

**III. Supportive Area**

- EDUC 5253 Research and Instruction: Mathematics

**Library Media Option - 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. Research, Management, and Statistics**

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

- EDUC 5113 Techniques of Research

**II. 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 5952 Practicum and Portfolio in Library Media  
 LIBSC 5973 Curriculum and the Media Center

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

- EDLBS 5333 Administration and Use of Instructional Media  
 EDUC 5363 Principles of Instructional Design  
 EDUC 5983 Seminar: Survey of Emerging Technologies  
 LIBSC 5353 Literacy in the Media Center  
 LIBSC 5373 Media Production & Planning

**IV. Portfolio or Thesis**

Students should choose EITHER the Portfolio or Thesis option. If the Portfolio option is selected, LIBSC 5952 Practicum and Portfolio in Library Media 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 maximum of three hours of Thesis may be counted in the degree.

Portfolio option:

- LIBSC 5952 Practicum and Portfolio in Library Media

**OR**

Thesis option:

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

**V. 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 5263 Research and Instruction: Lang Arts  
 EDUC 5603 Survey of Intellectual Property  
 LIBSC 5981 Seminar in Library Science  
 (Subject named in title listing)

**Reading Option - 0820**

The graduate program option for the reading specialist is designed for the graduate student specializing in teaching reading, supervising or directing special reading programs in grade levels K-12, 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 specialist in reading.

In order to complete this option, a student must have a minimum of six hours credit in the following. This course work will not apply towards the degree.

1. One course in reading methods.
2. One course in language arts methods or children's or adolescent literature.

**Curriculum****I. Prerequisite Courses**

One of the following:

EDUC 3463 Foundations of Reading  
EDUC 3483 Methods of Reading  
Comparable course approved by the Reading Department **OR**

EDUC 5233 Survey of Teaching Reading

**II. Research**

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

EDUC 5113 Techniques of Research

**III. Foundational Knowledge**

All of the following:

EDUC 5103 Students with Mild Disorders  
EDUC 5243 Diagnosis of Reading Difficulties  
EDUC 5263 Research and Instruction: Language Arts  
EDUC 5283 Practicum and Portfolio in Reading  
EDUC 5303 Reading Instr in the Content Areas  
EDUC 5323 Treatment of Reading Difficulties  
EDUC 5663 Literacy Leadership and Coaching  
EDLBS 5913 Advanced Children's Literature

**IV. Curriculum and Instruction**

Two of the following:

EDUC 5023 Educ Aspects of Exceptional Children  
EDUC 5093 Identification of and Strategies for Students with Behavior Disorders  
EDUC 5173 Fundamentals of Curriculum  
EDUC 5363 Principles of Instructional Design  
EDPSY 5403 Non-Traditional Assessment

**Secondary Education Option - 0830**

The graduate program option for secondary teachers is designed for the graduate student specializing in teaching in grade levels 7-12, including the elementary-secondary fields of art; physical education; and music, 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 an emphasis on knowledge, skills, and attitudes.

In order to complete this option, a student must satisfy at least one of the following. Additional course work necessary to meet one of the requirements will not apply toward the degree.

1. Hold an undergraduate degree in a secondary teaching field.
2. Holds or has held, or is eligible for an Oklahoma teaching license or a provisional, standard, or professional certificate.
3. Have at least twelve hours in a secondary teaching field.

A requirement for the degree is the completion of the following program of study.

**Curriculum****I. Program Core**

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 of Thesis 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**

All of the following:

EDPSY 5353 Standardized Group Tests  
EDUC 5173 Fundamentals of Curriculum  
PSYCH 5313 Advanced Educational Psychology

**III. Specialization**

Choose from the following to complete 8 hours:

EDUC 5013 Adv Educational Technology Strategies  
EDUC 5023 Educational Aspects of Exceptional Children  
EDUC 5082 Special Educ Assistive Techniques  
EDUC 5303 Reading Instr in the Content Areas  
EDUC 5513 Supervision of Instruction  
EDUC 5583 Legal Aspects of Education  
PSYCH 5313 Advanced Educational Psychology

## Secondary Education-Academic Discipline Option - 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

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

One of the following:

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

### III. Specialization

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.

## Secondary Education-Educational Technology Option - 0832

The Master of Education, Secondary Education - Educational Technology option is intended for the student 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 aspects of 21st century education and designing, implementing, and evaluating digital learning environments.

### Curriculum

### I. Program Core

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 of Thesis 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. Specialization

All of the following:

- EDUC 5003 Multimedia Technology
- EDUC 5013 Adv Educational Technology Strategies
- EDUC 5082 Special Educ Assistive Techniques
- EDUC 5603 Survey of Intellectual Property
- EDUC 5933 Survey of Emerging Technologies
- EDUC 5943 21st Century School Leadership

## Secondary Education - Sports Administration Option - 0833

The Master of Education, Secondary Education Option, Sports Administration specialization is designed to prepare the professional educator for positions as Head Coach, Athletic Director, or other administrative positions responsible for directing public school athletic programs. The program is based on a solid foundation in secondary education, with specialized courses in athletic administration.

### Curriculum

#### I. Program Core

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

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 5691-3 Thesis should be taken the semester immediately following completion of EDUC 5113 Techniques of Research and every subsequent semester. A maximum of three hours of Thesis may be counted in 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. Specialization

All of the following:

- 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 5612 Internship in Sports Administration

## School Counselor Options

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.

### Elementary School Counselor Option - 0841

#### Curriculum

#### I. Research

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

- EDUC 5113 Techniques of Research

#### II. Specialization

- EDUC 5413 Introduction to Counseling
- EDPSY 5163 Cognitive Behavior Theories & Meth of Coun & Psychotherapy
- EDPSY 5363 Career Development
- EDPSY 5433 Affective Theories & Tech of Coun & Psychotherapy
- EDUC 5453 Developmental Guidance
- EDUC 5482 Counseling Intervention Strategies
- EDUC 5493 Practicum and Portfolio in Guid and Coun
- H/P/E 5443 Advanced Group Counseling

#### III. Measurement and Evaluation

- EDPSY 5353 Standardized Group Tests

#### IV. Psychology

One of the following:

- PSYCH 5113 Theories of Personality & Human Behavior
- PSYCH 5473 Advanced Psychology of Childhood and Adolescence

#### V. Approved Electives

Students must select additional courses, if needed, to total 32 hours for the degree. Courses not taken in the above categories may be used.

**Secondary School Counselor Option - 0842****Curriculum****I. Research**

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

EDUC 5113 Techniques of Research

**II. Specialization**

EDUC 5413 Introduction to Counseling  
 EDPSY 5163 Cognitive Beh Theories & Meth of Coun & Psychotherapy  
 EDPSY 5363 Career Development  
 EDPSY 5433 Affective Theories & Tech of Coun & Psychotherapy  
 EDUC 5453 Developmental Guidance  
 EDUC 5482 Counseling Intervention Strategies  
 EDUC 5493 Practicum and Portfolio in Guid and Coun  
 H/P/E 5443 Advanced Group Counseling

**III. Measurement and Evaluation**

EDPSY 5353 Standardized Group Tests

**IV. Psychology**

One of the following:

PSYCH 5113 Theories of Personality & Human Beh  
 PSYCH 5473 Adv Psych of Childhood and Adolescence

**V. Approved Electives**

Students must select additional courses, if needed, to total 32 hours for the degree. Courses not taken in the above categories may be used.

**NOTICE: THE HOURS FOR LPC INCREASED AS OF 1/1/2000.**

For information on obtaining LPC contact and work closely with your advisor.

**Special Education Option - 0850**

The graduate program option for the special education teacher is designed for the graduate student specializing in teaching children with learning disabilities in grades K-12. This option leads to a 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 special education teacher.

**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**

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.



# 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 current undergraduate applicants who meet the following criteria:

1. Have completed at least 100 hours of undergraduate work and completed ACCT 2103 and ACCT 2203;
2. Have both a cumulative grade point average of 3.0 on all undergraduate coursework to date and a cumulative grade point average of 3.0 in all business courses taken;
3. Have a minimum score of 450 on the Graduate Management Admission Test (GMAT).\*

\*This requirement can be waived if the applicant has a cumulative grade point average of 3.25 on all coursework to date and a cumulative grade point average of 3.25 in all business courses taken.

Unconditional admission may be granted to applicants who have completed a baccalaureate degree from an accredited college or university who meet the following criteria:

1. Have a bachelor's degree from an accredited four-year institution;
2. Have completed ACCT 2103 and ACCT 2203;

3. Have a minimum score of 450 on the Graduate Management Admission Test (GMAT).\*\*

\*\* This requirement can be waived under one of three conditions:

- a. Have an overall cumulative grade point average of 3.25 on work taken for bachelor's degree with no work experience.
- b. Have an overall cumulative grade point average of 3.0 on work taken for bachelor's degree with five years work experience.
- c. Successful completion of nine (9) graduate hours with an "A" or "B" at another accredited university.

## Probationary Admission

Applicants who do not meet all the requirements for unconditional admission may be considered for probationary admission by the Dean of the School of Graduate Studies if they show evidence of considerable professional potential which may not be reflected in their GPA or standardized test scores. No more than nine hours earned in probationary status may be applied to a graduate degree.

## Concurrent Graduate Study

A senior student who has completed 100 hours may be permitted to enroll in courses applicable to the graduate program, provided that his or her total study load is not more than fifteen hours in a semester or nine hours in a summer term. No more than six hours in a semester or three in a summer term may be applied toward a graduate degree. Semester hours earned may be applied toward either the baccalaureate or graduate degree, not towards both. Such admission to part-time graduate study is tentative, pending completion of baccalaureate study with successful grades. No more than twelve hours earned under this policy may be applied to a graduate degree.

## Admission Process

The applicant must:

1. Complete an East Central University Application for Admission/Readmission form.
2. Complete an application to be admitted to the School of Graduate Studies.
3. Complete the Department of Accounting Admissions Packet
  - 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.
4. Take the GMAT if applicable.
5. Schedule an interview with the Accounting Department Screening Committee.

### II. Credit Requirements

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

### III. Planning the Program

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

### IV. Thesis

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

### V. Transfer Work

A maximum of nine (9) semester hours of graduate credit earned at other 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 averages.

A grade of "I" may be given, when conditions warrant, to students who, because of unavoidable circumstance, 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 written request of the instructor involved.

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. Any student working on a degree program whose GPA is less than 3.0 will be informed by letter. If the GPA continues below 3.0 in the next semester enrolled, 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. When a student's GPA reaches 3.0 or higher, probation will be removed.

### 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 drop the student from the program.

## Accounting - 0970

### I. Background Courses (Undergraduate Prerequisites)

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

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

### Graduate Courses

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

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

ACCT	5013	Perform Eval and Auditing of Internal Processes
ACCT	5023	Development of Accounting Theory
ACCT	5033	Special Topics in Taxation (May be repeated for credit when topics vary)
ACCT	5043	Special Topics in Accounting (May be repeated for credit when topics vary)
ACCT	5053	Profit Planning and Control
ACCT	5063	Contemporary Accounting Problems
ACCT	5073	Advanced Auditing
ACCT	5953	Internship in Accounting
ACCT	5991-4	Individual Study in Accounting

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

BSEC	5113	Special Topics in Quantitative Methods (May be repeated for credit when topics vary)
BUS	5123	Organizational Communications and Leadership
BUSLW	5133	Contemporary Legal Issues
ECON	5143	Applied Economics
FIN	5153	Financial Analysis and Decision Making
MIS	5163	Special Topics in Information Technology (May be repeated for credit when topics vary)
MKTG	5173	Marketing Analysis

## 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 counseling 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 counseling, administration, rehabilitation counseling and criminal justice.
3. To provide practicum 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 ranked 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 an applicant who meets the following requirements:

1. Completion of a baccalaureate degree from an accredited college or university.
2. Favorable recommendation from three professional/work related references.
3. Submit scores for the Miller Analogies Test or the Graduate Record Exam. The score must be on file before the student will be admitted to Candidacy.
4. Completion of a Departmental Application for Admission Packet. Must be completed before the completion of 12 hours.
5. Meet one (1) of the following:
  - a. An undergraduate GPA 3.0 or above on either:
    1. all undergraduate work attempted, or
    2. the last sixty semester hours of undergraduate work attempted;

- b. A minimum score of either:
    - 395 on the Miller Analogies Test or
    - 40th percentile on the Graduate Record Exam
6. Completed an interview with the MSHR Graduate Admissions Committee with majority recommendation. Required for all 60 hour programs.

##### Conditional Admission

Conditional Admission may be granted to an applicant who has met all requirements for unconditional admission except completion of the Miller Analogies Test or Graduate Record Exam. The exam must be completed and on file before the student has completed 12 hours of graduate coursework.

##### Probationary Admission

Applicants meeting all the requirements under 1-4 above but not meeting the requirements under item 5 above for unconditional admission may be considered for probationary admission by the Department Chair if:

1. A letter grade of "B" or better on all graduate work attempted if the total equals at least nine graduate semester hours and must include HURES 5103 Human Services Research;
2. Evidence of considerable professional potential;
3. Completion of interview with MSHR Committee with majority recommendation if required for program admission or recommended.

##### Admission Procedure

##### Human Resources Degree Process:

Prior to the completion of the screening interview and/or qualifying examination the applicant must:

1. Be admitted in the School of Graduate Studies.
2. Complete Human Resources Department Admission Packet:
  - A. Provide transcripts of all work completed (baccalaureate and graduate).
  - B. Provide name and address of three professional/work related references.
  - C. Submit a resume to include all educational and work history. Degree options may have additional application requirements.
  - D. Complete the four essay questions from the Admission Packet.
3. Submit scores for the MAT or GRE.
4. Schedule an interview with the MSHR Admissions Committee. Required for all 60 hour programs. (see Department Chair or program Coordinator). \*
  - Fall deadline - April 1
  - Spring deadline - October 1
  - Summer deadline - April 1
5. 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 (excluding weekends and university holidays) 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 semester hours (sixty semester hours in the Counselor and Rehabilitation Counselor 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.

Credit to apply on the Master of Science in Human Resources degree must have been regularly applicable on a master's degree program at the institution at which it was earned at the time the work was completed.

## 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 colleges or universities may apply, if appropriate, to the program. Only grades of "B" or above may be considered for transfer. The student who plans to transfer credit is responsible for assembling sufficient supporting material to allow the department chair 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 the following grade point values per semester hour: A - 4, B - 3, C - 2, D - 1, F - 0, and WF - 0. Grade marks of "P" and "W" are disregarded with respect to grade points and hours attempted in computing grade average.

An incomplete grade ("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.

## VII. Individual Study

A superior student may, upon approval of his or her graduate advisor and the chair of the department involved, elect to establish up to a maximum of ten hours of graduate study by individual study. The purpose of an individual study is to provide enriching experiences for superior students (generally, those having a grade average of "B" or better in the field in which they wish to do the individual study) in an area of study not readily available in conventional classes. An interested student should consult his or her advisor or the appropriate department chair.

## VIII. Course Requirements for Degree Options

A student pursuing the Master of Science in Human Resources 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 student having completed inapplicable work.

## IX. Ethics and Professional Standards

The student admitted to the Master of Science in Human Resources program needs to familiarize himself or herself with and act in accordance with the ethical standards required by the following board, committee, or professional organizations.

- American Association for Counseling and Development
- Committee for Oklahoma Licensed Professional Counselors
- Commission on Rehabilitation Counselor Certification
- National Board for Counselor Certification

Any behavior on the part of a student which may conflict with the above professional standards will be reviewed by a committee from the Human Resources faculty consisting of the advisor, Human Resources faculty member appointed by the Chair, and a faculty member chosen by the student. 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.



## Counselor Option - 0892

The Counselor option prepares a counselor for a variety of public and private work settings. Flexibility in program planning permits the graduate student to explore and develop new skills as well as increase knowledge in such areas as interviewing, counseling, family services, career development, evaluation, crisis intervention, and substance abuse.

All Counseling students are required to take the comprehensive examination during the last semester (internship) of their program. The examination may be written, oral, or both. Students must pass the examination in order to complete the degree requirements for the Counselor Option.

### 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)

Counseling Theory - Two of the following (6 hours):

- EDPSY 5163 Cognitive Beh Theories & Meth of Coun & Psychotherapy
- EDPSY 5433 Affective Theories & Tech of Coun and Psychotherapy
- HURES 5613 Counseling Theories

Developmental and Behavior Theory - the following (9 hours):

- HURES 5253 Legal and Ethical Aspects of Case Mgmt
- HURES 5603 Hum Growth and Dev, a Multicultural Approach
- HURES 5633 Career and Life-Style Dev

Psychopathology - One of the following:

- HURES 5213 Diag and Treatment of Psychiatric & Co-occurring Disorders
- PSYCH 5183 Advanced Abnormal Psychology

Appraisal/Assessment (Minimum of 6 hours of the following):

- EDPSY 5353 Standardized Group Tests
- HURES 5163 Appraisal & Assessment of Individuals, Groups, & Families
- PSYCH 5373 Personality Assessment
- PSYCH 5403 Intellectual Assessment
- PSYCH 5423 Stanford-Binet IV: Woodcock-Johnson

#### III. Practicum and Internship

The following (15 hours):

- HURES C5553 Practicum in Counseling
- HURES C5553 Practicum in Counseling
- HURES 5953 Internship in Counseling
- HURES 5953 Internship in Counseling
- HURES 5953 Internship in Counseling

#### IV. Theory and Practice

The following (15 hours):

- H/P/E 5443 Advanced Group Counseling
- HURES 5043 Human Serv Admin and Supervision
- HURES 5363 Theories of Marriage and Family Coun
- HURES 5623 Counseling Intervention
- PSYCH 5113 Theories of Personality and Hum Beh

## 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 professionals meeting the demands of 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 Council on Rehabilitation Education (CORE).

### 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 (Minimum of 54 hours)

- H/P/E 5443 Advanced Group Counseling  
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 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 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

## Certificate in Human Resources (Addictions Counseling) - 8000

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 or psychological assistants in such settings as mental health centers, guidance centers, mental hospitals, alcohol and drug treatment centers, correctional institutions, and the independent practice of a Licensed Professional Counselor. 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. Qualified graduate students may join Psi Chi, which is the international honor society in psychology and which is affiliated with the American Psychological Association.

### General Regulations for the Program

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

##### Unconditional Admission

Unconditional admission may be granted to an applicant who meets the following requirements:

1. Completion of a baccalaureate degree from an accredited college or university.
2. Submit two (2) letters of recommendation.
3. Pass the graduate writing proficiency examination.
4. Completion of a Departmental Application for Admission form.
5. Meet two (2) of the following:
  - a. An undergraduate GPA of 3.0 or above on either:
    1. all undergraduate work attempted, or

2. the last sixty semester hours of undergraduate work attempted;
- b. A GPA of 3.0 or above on all undergraduate or graduate work attempted in eighteen or more semester hours of psychology or related field;
- c. A minimum percentile score of either:
  1. 40% on the Verbal Section of the General Test of the Graduate Record Examination, or
  2. 40% on the Quantitative Section of the General Test of the Graduate Record Examination
  3. 40% on the Analytical Section of the General Test of the Graduate Record Examination.

NOTE: Track B applicants should hold a valid license or certificate in School Counseling, Special Education, Early Childhood, Elementary, Secondary, or Elementary-Secondary teaching. IF NO TEACHING CERTIFICATE IS HELD, the applicant must apply for alternative certification with the Oklahoma State Department of Education and state verification of this process must be included with your application.

##### Conditional Admission

Conditional admission may be granted to an applicant who has met all requirements for unconditional admission except completion of the graduate writing proficiency exam. This exam must be completed and on file before the student has completed 12 hours of graduate coursework.

##### Probationary Admission

Applicants meeting all the requirements under 1-4 above but not meeting the requirements under item 5 above for unconditional admission may be considered for probationary admission by the Dean of the School of Graduate Studies by meeting one of the following criteria:

1. A minimum percentile score of 40% on the Graduate Record Examination Subject Test in Psychology;
2. A GPA of 3.0 or above on all graduate work attempted if the total equals at least eight semester hours;
3. Evidence of considerable professional potential which may not be reflected in GPA or standardized test scores such as prior successful relevant work experience or evidence of leadership in a minority group culture.

##### Admission Procedure

After the initial evaluation has been completed, an applicant will be informed whether the application has been accepted or rejected or is being held for further consideration.

1. An applicant who is accepted will need to inform the Dean of the School of Graduate Studies by the date indicated in the letter of acceptance whether he or she plans to attend. It will be assumed that applicants who do not respond by the date indicated do not plan to attend.
2. An applicant whose application has been held for further consideration will be notified when acceptance has been granted.

#### 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 and appropriate graduate 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. A student will need to work with his or her advisor in meeting basic professional goals. This MSPS degree qualifies an individual to take the Oklahoma Merit Exam and work in applied areas of psychology under supervision. Those students who want to work independently, upon completion of the program will have met the academic requirements for certification as a Licensed Professional Counselor, a Licensed Behavioral Practitioner, or a 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 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 Graduate Studies or the Chair of the Department of Psychology.

### V. Transfer Work

A maximum of nine semester hours of graduate credit earned at other colleges and universities may be accepted as partial fulfillment of the requirements for the master's degree in psychological services. 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 psychology (either master's or doctorate);
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 the Chair of the Department of Psychology;
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 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 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. Credit with grades of "D" will not satisfy degree requirements.

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

### VII. Practicum

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 Coordinator of Training will determine the type and appropriateness of supervision for each placement. The student will spend a minimum of ten percent of his or her practicum work hours receiving direct supervision.

### VIII. Ethics and Professional Standards

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

1. American Psychological Association Ethical Principles of Psychologists
2. General Guidelines for Providers of Psychological Services (APA)
3. Oklahoma Psychologists Licensing Act
4. Standards for Educational and Psychological Testing

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 drop the student from the program.



## Psychological Services - 0860

### I. Prerequisite or Background Courses

The following courses (or equivalents from other institutions) are considered prerequisites for the degree program and are required for all students. Students admitted to the degree program without having completed the prerequisites are required to complete such courses prior to enrolling in the specific courses which require these specific prerequisites.

The following:

- PSYCH 3063 Physiological Psychology
- PSYCH 3833 Behavioral Science Statistics
- PSYCH 4133 Abnormal Psychology
- PSYCH 4413 Psychology of Personality

One of the following:

- PSYCH 3613 Psychology of Learning
- PSYCH 4323 Behavioral Management

One of the following:

- PSYCH 4213 Psych Tests and Measurements
- EDPSY 5353 Standardized Group Tests

### Choose TRACK A (Community) or TRACK B (School) (Each track to total 60 hours.)

**TRACK A - Community** - focuses on the skills and knowledge needed for mental health practice within community mental health settings. The curriculum is broad-based to prepare students in working with many different populations within the community mental health setting. Students in this track will be eligible to seek state LPC and LBP licensure.

#### II. Psychological Foundations (15 hours total):

- PSYCH 5063 Adv Physiological Psych
- PSYCH 5113 Theories of Personality & Hum Beh
- PSYCH 5173 Prof Orientation and Ethics in Clinical Psych
- PSYCH 5183 Adv Abnormal Psychology  
(Prereq.: PSYCH 4133 or 5113 or  
EDPSY 5163 or HURES 5053)
- PSYCH 5473 Adv Psych of Childhood & Adolescence

#### III. Assessment Courses (6 hours total):

- PSYCH 5373 Personality Assessment  
(Prereq.: PSYCH 4213 or EDPSY 5353)
- PSYCH 5403 Intellectual Assessment  
(Prereq.: PSYCH 4213 or EDPSY 5353)

#### IV. Research and Statistics (6 hours total):

- PSYCH 5143 Stat and Design in Applied Psychology  
(Prereq.: PSYCH 3833)
- PSYCH 5153 Research in Applied Psychology  
(Prereq.: PSYCH 5143)

#### V. Counseling and Psychotherapy (15 hours total):

- EDPSY 5163 Cog Beh Theories & Methods of Coun &  
Psychotherapy
- EDPSY 5433 Affective Theories of Counseling &  
Psychotherapy  
(Prereq.: EDPSY 5163)
- PSYCH 5333 Beh Intervention w/ Children  
(Prereq.: EDPSY 5163 and PSYCH 5183)

PSYCH 5363 Adolescent Psychopathology and Treatment  
(Prereq.: EDPSY 5163 and PSYCH 5183)

PSYCH 5443 Multicultural Consultation and Interv  
(Prereq.: EDPSY 5163 and PSYCH 5183)

#### VI. Field Experiences (6 hours total):

PSYCH 5553 Practicum in Psychology (6 hours)  
(Prereq.: EDPSY 5163, PSYCH 5173 and  
5183)

#### VII. Electives (12 hours total):

Students may select with advisor/department approval twelve (12) hours of graduate electives with PSYCH, EDPSY, HRPSY, OR H/P/E prefix to total 60 hours.

#### OR

Students may select with advisor/department approval six (6) hours of graduate electives with PSYCH, EDPSY, HRPSY, OR H/P/E prefix.

#### AND

PSYCH 5691-6 Thesis (6 hours, Prereq: Departmental Approval) to total 60 hours. Students who plan to apply for state LPC licensure are strongly advised to complete EDPSY 5363 and H/P/E 5443 as electives.

**TRACK B - School** - 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 LPC licensure as well as state School Psychologist and School Psychometrist certification.

#### II. Psychological Foundations (18 hours total):

- EDPSY 5143 Intro to Sch Psych Services
- EDPSY 5353 Standardized Group Tests
- PSYCH 5113 Theories of Personality & Hum Beh
- PSYCH 5183 Adv Abnormal Psychology  
(Prereq.: PSYCH 4133 or 5113 or  
EDPSY 5163 or HURES 5053)
- PSYCH 5313 Adv Educ Psych
- PSYCH 5473 Adv Psych of Childhood & Adolescence

#### III. Assessment Courses (9 hours total):

- EDPSY 5403 Non-Traditional Assessment  
(Prereq.: EDPSY 5143 and 5353)
- PSYCH 5403 Intellectual Assessment  
(Prereq.: PSYCH 4213 or EDPSY 5353)
- PSYCH 5433 Dignostic Assessment  
(Prereq.: PSYCH 5403)

#### IV. Research and Statistics (3 hours total):

- PSYCH 5143 Stat and Design in Applied Psychology  
(Prereq.: PSYCH 3833)

**V. Counseling and Psychotherapy** (18 hours total):

- EDPSY 5163 Cog Beh Theories & Methods of Coun & Psychotherapy
- EDPSY 5433 Affective Theories of Counseling & Psychotherapy  
(Prereq.: EDPSY 5163)
- PSYCH 5333 Behavioral Intervention with Children  
(Prereq.: EDPSY 5163 and PSYCH 5183)
- PSYCH 5363 Adolescent Psychopathology and Treatment  
(Prereq.: EDPSY 5163 and PSYCH 5183)
- PSYCH 5443 Multicultural Consultation and Interv  
(Prereq.: EDPSY 5163 and PSYCH 5183)
- H/P/E 5443 Adv Group Coun  
(Prereq.: Departmental approval)

**VI. Field Experiences** (12 hours total):

- EDPSY 5493 Practicum in School Psychology  
(Prereq.: EDPSY 5693, 5163, PSYCH 5313 and 5473)
- EDPSY 5693 Practicum in School Psychometry  
(Prereq.: EDPSY 5143, 5353, 5403, PSYCH 5403 and 5433)
- EDPSY 5593 Internship in School Psychology I  
(Prereq.: EDPSY 5493)
- EDPSY 5613 Internship in School Psychology II  
(Prereq.: EDPSY 5593)

## REQUIREMENTS FOR GRADUATE CERTIFICATION PROGRAMS

The requirements for standard certification in School Counselor, Special Education-Learning Disabilities, Reading Specialist, Elementary School Principal, and Secondary School Principal are set forth by the State Board of Education and the graduate certificate programs at East Central University meet these standards. The curriculum requirement for each certificate is shown earlier in this section under "Degree Options". Additional information regarding requirements for provisional certificates may be obtained from the College of Education or the Office of Graduate Studies. Applicants must pass the Oklahoma Teacher Certification Test in the subject or area for which the certificate is sought.

Those seeking certification as a school superintendent must complete a master's degree in school administration or its' equivalent in order for ECU to recommend them for licensure. In order for the State Department of Education of Oklahoma to issue the certificate based on ECU's recommendation, the candidate must pass the appropriate subject area exams.

### Admission to Graduate Certification Programs

Applicants for certification must meet one of the following in order to be admitted to teacher education and pursue a certificate:

1. Hold or be eligible for a valid professional, standard Oklahoma Teaching Certificate or License and meet the additional admission requirements of the particular program for which admission is sought.
2. Meet criteria for admission to teacher education and the additional admission requirements of the particular program for which admission is sought.

## Elementary Mathematics Specialist - 0879

Standard Certificate:

Applicants must hold and maintain a valid certification credential in early childhood education or elementary education. The candidate must have two years of full-time teaching experience in grades Pre-Kindergarten through 5 at an accredited school under a valid state issued teacher credential.

In addition to the following courses, the applicant shall pass the Oklahoma State Elementary Mathematics Specialist examination prior to being issued a certificate.

### Curriculum

**Standard Certificate** (18 hours)

#### A. Required Courses (18 hours)

EDMA	5243	Assessment and Treatment of Mathematics Difficulties
EDMA	5663	Mathematics Leadership and Mentoring
EDMA	5713	Numbers Concepts and Operations - Pedagogy in Mathematics
EDMA	5723	Geometry and Measurement - Pedagogy in Mathematics
EDMA	5733	Data Analysis and Probability - Pedagogy in Mathematics
EDMA	5743	Algebra and Functions - Pedagogy in Mathematics

## Post Master Certification Programs

### Library Media Specialist

#### Standard Certificate:

Applicants must hold and maintain a valid certification credential in early childhood education, elementary education, elementary-secondary education, secondary education, or vocational-technical education. This certificate authorizes the holder to supervise and/or administer Library Media services in grades K-12 in any accredited school in Oklahoma and to teach Library/Information Skills in grades K-12.

The applicant shall pass the State Library Media Specialist curriculum examination prior to being issued a certificate.

#### Curriculum

##### Standard Certificate (26 hours)

###### A. Required Courses (20 hours)

LIBSC	5113	School Library Administration I
LIBSC	5133	Materials Selection
LIBSC	5213	Cataloging & Classification
LIBSC	5233	Reference Materials
LIBSC	5923	Young Adult Literature
LIBSC	5952	Practicum and Portfolio in Lib Media
EDLBS	5913	Advanced Children's Literature

###### B. Elective Courses (6 hours)

Select two courses (6 hours) from the following:

LIBSC	5373	Media Production & Planning
LIBSC	5963	Library Technology
LIBSC	5973	Curriculum and the Media Center
EDLBS	5333	Admin & Use of Instructional Media
EDUC	5553	School Public Relations

## 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

## School Psychologist Certification - 0876

Standard Certificate:

Applicant must hold and maintain a valid Standard Teaching Certificate in Early Childhood, Elementary, Elementary/Secondary, or Secondary or applicant must have completed course work in the teaching of reading and the teaching of mathematics. These courses shall have been followed by a one hundred twenty (120) clock hour preprofessional field experience in regular education and special education. Applicant must hold a Master's Degree in one of the following areas: General Psychology, Special Education, Child Psychology, Educational Psychology, School Counseling, or a related counseling area. School Psychologist Certification students will only be eligible to seek state LPC licensure if they hold a Master's Degree in an area related to mental health and accepted by the state LPC licensure board. Minimum total sixty (60) semester credit hours, including course work in the following program of study are required.

### Curriculum

#### I. Psychological Foundations (18 hours total):

EDPSY 5143 Introduction to School Psych Services  
 EDPSY 5353 Standardized Group Tests  
 PSYCH 5113 Theories of Personality and Hum Beh  
 PSYCH 5183 Adv Abnormal Psychology  
 (Prereq.: PSYCH 4133 or 5113 or  
 EDPSY 5163 or HURES 5053)  
 PSYCH 5313 Adv Educational Psychology  
 PSYCH 5473 Adv Psych of Child and Adolescence

#### II. Assessment Courses (9 hours total):

EDPSY 5403 Non-Traditional Assessment  
 (Prereq.: EDPSY 5143 and 5353)  
 PSYCH 5403 Intellectual Assessment  
 (Prereq.: PSYCH 4213 or EDPSY 5353)  
 PSYCH 5433 Diagnostic Assessment  
 (Prereq.: PSYCH 5403)

#### III. Research and Statistics (3 hours total):

PSYCH 5143 Stat and Design in Applied Psych  
 (Prereq.: PSYCH 3833)

#### IV. Counseling and Psychotherapy (18 hours total):

EDPSY 5163 Cog Beh Theories and Meth of Couns &  
 Psychotherapy  
 EDPSY 5433 Affective Theories of Counseling &  
 Psychotherapy (Prereq.: EDPSY 5163)  
 EDUC 5093 Ident of & Strat for Stu w/ Behav Dis  
 (Prereq.: EDPSY 3513 or 5143 or  
 PSYCH 5313)  
 PSYCH 5333 Beh Intervention w/ Children  
 (Prereq.: EDPSY 5163 and PSYCH 5183)  
 PSYCH 5363 Adolescent Psychopathology & Treatment  
 (Prereq.: EDPSY 5163 and PSYCH 5183)  
 PSYCH 5443 Multicultural Consultation and Interv  
 (Prereq.: EDPSY 5163 and PSYCH 5183)  
 H/P/E 5443 Adv Group Coun  
 (Prereq.: Departmental approval)

#### V. Field Experience (12 hours total):

EDPSY 5493 Practicum in School Psychology  
 (Prereq.: EDPSY 5693, 5163, PSYCH 5313  
 and 5473)  
 EDPSY 5593 Internship in School Psychology I  
 (Prereq.: EDPSY 5493)  
 EDPSY 5613 Internship in School Psychology II  
 (Prereq.: PSYCH 5593)  
 EDPSY 5693 Practicum in School Psychometry  
 (Prereq.: EDPSY 5143, 5353, 5403,  
 PSYCH 5403 and 5433)



## School Psychometrist Certification - 0877

### Standard Certification:

Applicant must hold and maintain a valid Standard Teaching Certificate in Early Childhood, Elementary, Elementary/Secondary, or Secondary or applicant must have completed course work in the teaching of reading and the teaching of mathematics. These courses shall have been followed by a one hundred twenty (120) clock hour preprofessional field experience in regular education and special education. Applicant must hold a Master's Degree in one of the following areas: General Psychology, Special Education, Child Psychology, Educational Psychology, School Counseling, or a related area.

### Curriculum

#### I. Foundations of Psychometry (18 hours total):

EDPSY 5143 Intro to School Psych Serv  
EDPSY 5353 Standardized Group Tests  
PSYCH 5113 Theories of Personality and Hum Beh  
PSYCH 5183 Adv Abnormal Psychology  
(Prereq.: PSYCH 4133 or 5113 or  
EDPSY 5163 or HURES 5053)  
PSYCH 5313 Adv Educational Psychology  
PSYCH 5473 Adv Psych of Child and Adolescence

#### II. Assessment Courses (9 hours total):

EDPSY 5403 Non-Traditional Assessment  
(Prereq.: EDPSY 5143 and 5353)  
PSYCH 5403 Intellectual Assessment  
(Prereq.: PSYCH 4213 or EDPSY 5353)  
PSYCH 5433 Diagnostic Assessment  
(Prereq.: PSYCH 5403)

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

EDPSY 5693 Practicum in School Psychometry  
(Prereq.: EDPSY 5143, 5353, 5403,  
PSYCH 5403 and 5433)

Cost Statement

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Affirmative Action Compliance Statement

East Central University, in compliance with Title VI and Title VII of the Civil Rights Act of 1964 (as amended), Executive Order 11246 (as amended), Title IX of the Education Amendment of 1972, Sections 503 and 504 of the Rehabilitation Act of 1973 (as amended), the Americans With Disabilities Act of 1990, the Civil Rights Act of 1991, and other federal and state laws, does not discriminate on the basis of race, color, national origin, sex, age, religion, disability, sexual orientation, or status as a veteran in any of its policies, practices or procedures.

This includes, but is not limited to admissions, employment, financial aid, and educational services.



## Section XII

# THE CENTER OF CONTINUING EDUCATION AND COMMUNITY SERVICES

G. Richard Wetherill, Executive Director

### Introduction

The mission of The Center of Continuing Education and Community Services is to provide life-long learning opportunities for the campus and surrounding communities. This program extends the University's resources to all members of the community and acts as a bridge between scholar and citizen. Working with other academic departments, the Center of Continuing Education and Community Services offers non-credit classes through a variety of programs, which are a direct or immediate response to the needs of the public, and delivers select credit classes to various segments of the University's public through various off-campus education programs.

### Faculty

The Center of Continuing Education and Community Services is administered by the executive director, and programs are developed by directors and coordinators. All classes are developed and taught by highly-trained professionals within the targeted subject area. Most instructors are contracted on an individual basis for a specific class. Faculty assigned to teach credit classes are approved through the appropriate academic department.

### Admission

Admission to all non-credit classes offered through the Center of Continuing Education is open to anyone desirous of taking a class. There are no University admission requirements or academic prerequisites attached to any class, nor are the classes degree-oriented. The only exceptions to the rule are Graduate Workshops and Graduate Seminars. These classes adhere to regular University admission and academic requirements and are offered through their respective academic departments. Coordination of classes, however, is through the Center of Continuing Education and Community Services.

### Enrollment

The Center of Continuing Education and Community Services conducts open and continuous enrollment for most of its non-credit classes. Enrollment in credit courses conforms generally to the University's academic calendar.

### Fees

All non-credit continuing education offerings from community education classes through professional continuing education seminars are funded through fees paid by the participants.

### Programs

The following are a listing of the various types of unique programs scheduled and coordinated through The Center of Continuing Education and Community Services.

### Credit Programs

**Graduate Workshops and Graduate Seminars.** The intent of Graduate Workshops and Graduate Seminars is to provide educational enrichment to graduate students. Many traditional graduate classes do not have the time or scope to teach information needed to enhance a graduate student's education; therefore, the Graduate Workshop or Graduate Seminar allows a student to study either a highly specific topic, learn a technical skill, or acquire cutting-edge information not covered in depth in a graduate class. For people who have been working in the field for several years, Graduate Workshops can be used to update their knowledge in a specific educational field or to renew a license. Graduate Seminars can be used toward degree completion, update, or license renewal. Some restrictions apply; see the Graduate Studies section of this catalog.

Graduate Workshop and Graduate Seminar enrollment is restricted to ECU students who have earned a degree or have at least 100 credit hours towards their degree. Students who are not ECU graduates, or who have received a degree from another institution of higher education since attending ECU, must have either the necessary official transcripts on file in ECU's Office of Admissions and Records before the workshop begins or have signed forms requesting official transcripts be sent from the granting institution.

Graduate Workshops and Graduate Seminars are taught on campus, at the McAlester Higher Education Center in McAlester, the University System of Southern Oklahoma in Ardmore, the Gordon Cooper Technology Center in Shawnee, and other sites located within ECU's service area.

### Non-Credit Programs

**Community Education Program.** This program offers courses to the general public. Non-credit courses are tailored to meet the needs of young children through older adults, and are attuned to provide a wide array of classes from leisure to educational enrichment opportunities. No college prerequisites are required for any course, and different class groupings are offered four times a year.

**Conferences and Institutes.** Another function of The Center of Continuing Education is to coordinate and schedule conferences and institutes. These activities impart highly specialized information that enhance academic training offered through the University and are usually sponsored in conjunction with a campus academic department. Often, continuing education credit (CEU) is awarded to participants.

**Continuing Professional Education.** Many professions now mandate professional members to update their education through non-credit courses. Continuing Professional Education, therefore, schedules seminars and classes that provide state-of-the-art information and meet the quality standards of development, presentation, and reporting established by each profession. Most Continuing Professional Education taught complements college degrees offered at East Central University. In order for participants to receive CEUs, classes are registered and approved by the sponsoring profession. Tuition is paid by the participants.

**Grants and Contracts.** A vital part of The Center of Continuing Education and Community Services involves procuring grants and contracts from various government agencies or private foundations. The intent of these grants and contracts is to develop and provide training for a specific group of people who have highly-technical or specialized needs. Most grants and contracts again complement areas of expertise found at the University. Continuing Education Units can be awarded; however, attendance is usually limited to a select group of people and not open to the public.

### Services for the Campus and Community

**Chickasaw Business and Conference Center.** East Central University's new Chickasaw Business and Conference Center building includes the Business and Conference Center (BCC). A much-needed facility at East Central University and in the region, this business conference center serves many functions for both the University and the community.

Partially funded from a FEMA grant and contributions from the ECU Foundation, Ada Jobs Foundation and the City of Ada, the conference wing of the facility is equipped to serve the community in times of dire emergency as a resource and command center. During non-emer-

gency times this wing of the building is run by a professional Conference Center Director, attached to the Center of Continuing Education and Community Services.

Attracting a business-oriented clientele is the goal of the BCC. However, the BCC will also serve ECU and the City of Ada in various capacities. Many events which have heretofore not been able to be hosted in Ada due to lack of modern meeting facilities and capacity limitations will find what we hope will be a permanent home in this facility. Through leveraging all the resources in a customizable format through East Central University, the BCC strives to out-do the competition in pricing, service and customer loyalty.

**Child Development Center.** An integral part of the campus community, the Child Development Center located in Fentem Hall provides child care for the children of students, staff and faculty. The Center is licensed for 82 children. The center accepts children between the ages of birth through five years. Also, children with developmental disabilities are welcome.

To facilitate learning and development, the children are divided into different age groups. Appropriate activities—art, music, learning centers, storytelling, gross and fine motor activities, outdoor play, and other learning activities—are planned and provided for children. Breakfast, lunch and an afternoon snack are served.

The Center is open Monday through Friday from 7:00 a.m. to 5:30 p.m. Fees are paid on a tuition basis by the semester, but for convenience in paying, the semester fee is divided into equal monthly payments. DHS and Indian Nation payments are accepted.

**Early Settlement Program—South Central and East Central.** Mediation is a voluntary process which allows individuals to resolve disputes in a confidential out-of-court procedure. A neutral, third party helps those in conflict define issues, explore solutions and reach practical, workable and mutually satisfactory agreements. Mediation seeks to prevent conflicts from escalating, saving everyone involved the time and expense of going to court.

Many Oklahomans find mediation helps them to resolve disputes involving: neighbors, landlords and tenants, consumers and merchants, divorce and child custody, small claims and civil cases, guardianship, family, parent and school, and community disputes. The program mediators are community volunteers who have completed specialized training and become certified by the Administrative Director of the Courts. Mediators assist both parties in negotiating and solving their own dispute. To initiate mediation, each party must pay a \$5 processing charge as required by Oklahoma statute, except in cases where courts costs have been paid and there is no charge.

The Center of Continuing Education and Community Services sponsors both the East Central and South Central mediation programs which collectively serve more than 500,000 citizens in twenty (20) Oklahoma counties including: (East Central) Garvin, Grady, Hughes, McClain, McIntosh, Okfuskee, Okmulgee, Pontotoc, Pottawatomie, Seminole (South Central) Atoka, Bryan, Carter, Coal, Jefferson, Love, Marshall, Murray, and Stephens counties. The Supreme Court of Oklahoma through the Administrative Office of the Courts provides funding. Additional mediation programs are located throughout the state for persons living outside this program service area.

**Economic and Community Development.** The economic and community development functions of the university are delivered through partnerships developed and nurtured by the Center of

Continuing Education and Community Services. Conferences, workshops, grant-writing and service learning opportunities all combine to help make East Central University an active player in local and regional development opportunities.

**Wellness Center.** The Wellness Center was designed and built to meet the overall physical fitness needs of students and the community. Open seven days a week, the state-of-the art Center provides the following opportunities: circuit center, cardiovascular equipment, free weights, racquetball courts, aerobics, indoor pool, jogging track, and basketball court. The Wellness Center is located in the University Center.

**Child Care Resource and Referral Agency.** The mission of the Child Care Resource & Referral Agency is to ensure that all Oklahoma families have access to quality, affordable child care through community-based resource and referral services. The agency serves parents, child care providers and employers. The Child Care Resource and Referral Agency assesses parents' child care needs and then carefully matches this information to appropriate licensed child care providers who meet those needs. Each caller receives guidelines to follow in selecting quality child care. Child Care Providers are offered the services of professional staff to assist them with curriculum

planning, access to required training, on-site technical assistance and a resource lending library. Agency staff also work with employers and community leaders to address the particular child care needs of that community. Child Care needs assessments are conducted and, where supply does not meet demand, agency staff work to increase the access to child care services in that area. The following counties are in ECU's service area: Pontotoc, Seminole, Garvin, Murray, Carter, Johnston, Love, Marshall, McClain, Okfuskee, and Pottawatomie. There is no charge for this service.

### **To Obtain Further Information or Catalogs**

Anyone desiring additional information about enrollment or class schedules for non-credit classes, off-campus education programs, Graduate Workshops or Seminars, the Child Development Center, the Wellness Center, the Dispute Mediation Program, or the Child Care Resource and Referral Center may contact the Center of Continuing Education and Community Services, East Central University, Ada, OK 74820 at (580) 559-5456, or access our Web page at <http://www.ecok.edu>.







## Section XIII

# SUPERVISION, ORGANIZATION, FACULTY AND OTHER PERSONNEL

### Supervision

The Oklahoma State System of Higher Education, of which East Central University is a part, is directed by the Oklahoma State Regents for Higher Education, which has broad powers over the state institutions of higher education. As one of six regional senior state universities, East Central University is under the direct supervision of the Regional University System of Oklahoma. The University is under the local control of the President and the Faculty, who function within the bounds of the Faculty Constitution.

#### Oklahoma State Regents for Higher Education

James D. "Jimmy" Harrel, Chairman ..... Leedey  
 Michael C. Turpen, Vice Chairman ..... Oklahoma City  
 John Massey, Secretary ..... Durant  
 Toney Stricklin, Assistant Secretary ..... Lawton  
 Glen D. Johnson, Chancellor ..... Oklahoma City  
 Marlin "Ike" Glass Jr. .... Newkirk  
 Jay Helm ..... Tulsa  
 Ann Holloway ..... Ardmore  
 Joseph L. Parker, Jr., ..... Tulsa  
 Ronald H. White ..... Oklahoma City

#### Regional University System of Oklahoma

Richard C. Ogden, Chairman ..... Oklahoma City  
 Susan Winchester, Vice Chairman ..... Chickasha  
 Jeffery T. Dunn, Secretary ..... Tulsa  
 Janet Barresi ..... Oklahoma City  
 Lake Carpenter ..... Leedey  
 Janice Gordon ..... Broken Arrow  
 Terry Matlock ..... Garvin  
 Michael W. Mitchel ..... Alva  
 Connie Reilly ..... Okemah  
 Sheridan McCaffree, Executive Director ..... Oklahoma City

### Oklahoma Regional Universities

East Central ..... John Hargrave, President ..... Ada  
 Northeastern ..... Steve Turner, President ..... Tahlequah  
 Northwestern ..... Janet Cunningham, President ..... Alva  
 Southeastern ..... Larry Minks, President ..... Durant  
 Southwestern ..... Randy Beutler, President ..... Weatherford  
 Central Okla ..... Don Betz, President ..... Edmond

### FACULTY AND OTHER PERSONNEL

#### Administrative Staff

#### John R. Hargrave, JD (2009)

*President*  
 BA, East Central University, 1977  
 JD, University of Oklahoma College of Law, 1980

#### Duane C. Anderson, PhD (1990)

*Provost and Vice President for Academic Affairs and  
 Professor of History*  
 AA, Bismarck Junior College, 1966  
 BSEd, University of North Dakota, 1968  
 MA, *ibid.*, 1970  
 PhD, University of Oklahoma, 1976

#### Jessica A. Boles, BBA, CPA, CFE (2012)

*Vice President for Administration and Finance*  
 BBA, Pittsburgh State University, 1998

#### Jerry Forbes, EdD (2011)

*Vice President for Student Development*  
 BA, Asbury College, 1981  
 MEd, University of Miami, 1984  
 EdD, Indiana University, 1998

**Shelley Ross Hamby, PhD (2010)**

*Assistant Vice President for Presidential Projects & Planning*  
 BAcc, University of Oklahoma, 1985  
 MEd, University of Nevada, Las Vegas, 1995  
 PhD, University of Oklahoma, 2004

**Katriccia G. Pierson, PhD (2011)**

*Assistant Vice President for Academic Affairs and Professor of English and Languages*  
 BA, University of Wyoming, 1988  
 MA, University of Arkansas - Fayetteville, 1998  
 PhD, *ibid.*, 2004

**Wendell Godwin, MBA (2010)**

*Dean, Harland C. Stonecipher School of Business*  
 BS, East Central University, 1984  
 Exec. MBA, Southern Methodist University, 2005

**Mark S. Hollingsworth, DMA (1986)**

*Dean, College of Liberal Arts and Social Sciences and Professor of Music*  
 BM, University of the Pacific, 1976  
 MM, University of Wisconsin - Madison, 1978  
 DMA, University of North Texas, 1989

**Adrianna Lancaster, PhD (2003)**

*Dean, Linscheid Library and Distance Education; Dean, School of Graduate Studies; Associate Professor of Education*  
 BA, East Central University, 1990  
 MLS, Texas Woman's University, 1992  
 PhD, *ibid.*, 1997

**Brenda Walling, EdD (1998)**

*Dean, College of Education and Psychology and Professor of Education*  
 BSEd, East Central University, 1984  
 MEd, Oklahoma State University, 1988  
 EdD, *ibid.*, 1994

**M. L. Bruce Weems, PhD (1972)**

*Dean, College of Health and Sciences and Professor of Physics*  
*Director, Title III (Strengthening the Culture)*  
 BSEd, Emporia State University, 1967  
 MS, *ibid.*, 1969  
 PhD, Oklahoma State University, 1972

**Boomer W. Appleman, EdD (2012)**

*Dean of Students, Student Development*  
 BS, Oklahoma State University, 1992  
 MEd, University of Central Oklahoma, 2000  
 EdD, Oklahoma State University, 2014

**Stephanie Cooper, MSHR (1995)**

*Interim Director of Admissions and Records/Registrar*  
 AS, Eastern Oklahoma State College, 1992  
 BS, East Central University, 1995  
 MSHR, *ibid.*, 1997

**Jeff S. Williams, PhD (1999)**

*Athletic Director and Associate Professor of Kinesiology*  
 BS, University of Oklahoma, 1996  
 MHR, *ibid.*, 1999  
 PhD, *ibid.*, 2011

**Faculty****Richard Alford, PhD (1982)**

*Professor and Chair, Sociology*  
 BA, University of Wyoming, 1974  
 MA, University of Pittsburgh, 1979  
 PhD, *ibid.*, 1979

**Kelley Alig, EdD (1997)**

*Associate Professor and Program Coordinator, Music*  
 BME, Central State University, 1976  
 MME, University of Oklahoma, 1983  
 EdD, Arizona State University, 1992

**Destini F. Anderson, MEd (2006)**

*Instructor, Kinesiology and Head Softball Coach*  
 BS, Oklahoma Baptist University, 2001  
 MEd, Southeastern Oklahoma State University, 2003

**Kenneth Andrews, PhD (2000)**

*Professor, Biology*  
 BS, Southern Illinois University at Carbondale, 1989  
 MS, *ibid.*, 1991  
 PhD, Michigan State University, 2000

**Melody Baggech, DMA (2001)**

*Associate Professor, Music*  
 BM, Millikin University, 1986  
 MM, West Texas A&M University, 1990  
 DMA, University of Oklahoma, 1998

**Riley W. Bailey III, MEd (2009)**

*Instructor, Kinesiology and Head Coach Women's Soccer*  
 BS, Oklahoma Christian University, 1995  
 MEd, East Central University, 1999

**Chelsea A. Baker, MLIS (2011)**

*Librarian/Instructor*  
 BA, Oberlin College, 2009  
 MLIS, University of Illinois at Urbana - Champaign, 2010

**Scott Barton, PhD (1993)**

*Professor, History and Native American Studies*  
 BA, Marshall University, 1983  
 MA, Texas A&M University, 1987  
 PhD, *ibid.*, 1991

**Gary Batzloff, MFA (2014)**

*Assistant Professor, Art*  
 BFA, University of West Florida, 2004  
 MFA, Minneapolis College of Art and Design, 2008

**Patrick N. Baumann, MLIS (1998)**

*Librarian/Instructor*  
 BS, University of Texas - Austin, 1993  
 MLIS, *ibid.*, 1996

**Michael D. Bay, PhD (1995)**

*Professor, Biology*  
 BS, Cameron University, 1984  
 MA, Sam Houston State University, 1987  
 PhD, University of Arkansas, 1994

**Christopher B. Bean, PhD (2008)**

*Associate Professor, History and Native American Studies*  
 BA, University of North Texas, 1999  
 MS, *ibid.*, 2003  
 PhD, *ibid.*, 2008

**Dana Belcher, MLIS (1997)**

*Assistant Library Director and Instructor*  
 BS, East Central University, 1987  
 MLIS, University of Oklahoma, 1996

**Steve Benton, PhD (2008)**

*Associate Professor, English and Languages and Director, Honors Program*

BA, Texas Christian University, 1989  
MA, University of Chicago, 1999  
PhD, University of Illinois at Chicago, 2008

**Charles Biles, PhD (1993)**

*Professor, Biology*

BS, Stephen F. Austin State University, 1980  
MS, Colorado State University, 1984  
PhD, Texas A&M University, 1988

**Laura Bixler, PhD (1998)**

*Professor, Education*

BSEd, Southwestern Oklahoma State University, 1980  
MEd, University of Central Oklahoma, 1983  
PhD, University of Oklahoma, 1998

**Patrick O. Bohan, PhD (2002)**

*Professor, Environmental Health Science*

BA, Lehigh University, 1971  
MS, University of Rhode Island, 1974  
MS, University of Cincinnati, 1983  
PhD, University of Oklahoma Health Sciences Center, 2007

**Stacey D. Bolin, MBA (2011)**

*Instructor, Business Administration and Director, Wilburn L. Smith Center for Entrepreneurship*

BS, East Central University, 2000  
BS, *ibid.*, 2000  
MBA, University of Oklahoma, 2004  
ABD, Walden University

**Tomas H. Brock, MEd (2013)**

*Instructor, Kinesiology and Assistant Men's Basketball Coach*

BS, Southwest Baptist University, 2011  
MEd, Northwest Missouri State University, 2013

**James W. Burke, Jr., PhD (1978)**

*Professor and Chair, Human Resources and*

*Col. Tom A. Thomas Endowed Chair in Human Resources*  
BA, University of Tulsa, 1972  
MSW, Our Lady of the Lake University, 1976  
PhD, Oklahoma State University, 1989

**John J. Burke, PhD (1980-2013)**

*Professor, Psychology*

BA, Fairfield University, 1967  
MA, West Virginia University, 1969  
PhD, *ibid.*, 1975

**Janna Byrd, EdD (1978)**

*Assistant Professor, Human Resources*

BS, East Central University, 1978  
MS, *ibid.*, 1986  
CSC National Registry of Interpreters for the Deaf, 1985  
Level V QA State Certification  
EdD, Oklahoma State University, 2009

**Kristy L. Calloway, MS (2009)**

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BS, East Central University, 2004  
MS, University of Oklahoma, 2010

**John D. Carl, PhD (2013)**

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AS, St. Gregory's College, 1982  
BBA, University of Oklahoma, 1985  
MDiv, St. Meinrad School Theology, 1990  
MSW, University of Oklahoma, 1995  
PhD, *ibid.*, 2002

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BA, Sonoma State College, 1970  
MS, Rensselaer Polytechnic Institute, 1997

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BS, University of Notre Dame, 1971  
MA, SUNY at Stony Brook, 1974  
PhD, University of Tennessee, 1979

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BS, Cameron University, 1971  
BS, *ibid.*, 1986  
MS, Midwestern State University, 1988  
PhD, Texas Tech University, 1991

**Sonya Chronister, MSHR (2007)**

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BA, East Central University, 2007  
MSHR, *ibid.*, 2009

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BFA, Hood College, 2003  
BA, Southern Methodist University, 2005  
PhD, Cornell University, 2013

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BA, East Central University, 1997  
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PhD, *ibid.*, 2006

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MA, Baylor University, 1976  
PhD, Texas A&M University, 1985

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BS, Northeastern State University, 1999  
MS, *ibid.*, 2006

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BS, University of Oklahoma, 1999  
MSN, University of Oklahoma Health Sciences Ctr, 2008

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BA, Southeastern Oklahoma State University, 1993  
JD, University of Oklahoma, 1997

**Allen Correll, DMA (2003)**

*Associate Professor, Music and Band Director*  
BME, University of Central Oklahoma, 1974  
MME, *ibid.*, 1984  
DMA, University of Oklahoma, 2009

**Thomas Cowger, PhD (1994)**

*Professor, History and Chickasaw Nation Endowed Chair in Native American Studies*  
BA, Purdue University, 1980  
MA, *ibid.*, 1989  
PhD, *ibid.*, 1994

**Charles Crittall, PhD (1995)**

*Associate Professor, Chemistry*  
BS, Trinity University, 1982  
PhD, University of Utah, 1993

**Sharon Cunningham, EdD (2014)**

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AS, Sheridan College, 2006  
BS, East Central University, 2007  
EdD, *ibid.*, 2011

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*Program Coordinator: Dance and Professor, Communication Department*  
BA, University of California - Riverside, 1974  
MA, California State University, Fullerton, 1976  
PhD, University of Oklahoma, 1998

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AA, Southeast Missouri State University, 1973  
BS, *ibid.*, 1974  
MSN, University of Central Arkansas, 1980  
PhD, Texas Woman's University, 1992

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BA, Southeast Missouri State University, 1973  
MA, *ibid.*, 1976  
PhD, Indiana University of Pennsylvania, 1990

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BFA, University of Tennessee, 2007  
MFA, University of Oklahoma, 2011

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BS, Villanova University, 1992  
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BSN, East Central University, 2007  
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BSN, University of Oklahoma, 2005  
MS, *ibid.*, 2012

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BS, University of Oklahoma, 1980  
OD, Northeastern State University, 1984

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BS, University of Delhi, 1990  
MS, *ibid.*, 1991  
MS, Southern Methodist University, 1993  
PhD, University of Louisiana - Lafayette, 1999

**Stephen Fields, PhD (2007)**

*Associate Professor, Biology*  
BS, Greenville College, 1987  
MS, SW Missouri State University, 1990  
PhD, University of Oklahoma, 1996

**Benjamin Finley, DMA (2005)**

*Associate Professor, Music and Assistant Band Director*  
BA, Arkansas Tech University, 1999  
MM, University of Central Arkansas, 2002  
DMA, University of Texas at Austin, 2006

**Patrick D. Fountain, DBA (1988-91, 1993-95, 2001)**

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BS, East Central University, 1980  
MRegSci, University of Queensland, 1988  
MHRS, Louisiana Tech University, 1993  
DBA, *ibid.*, 1999

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BA, University of the South Pacific, 1981  
MEd, University of Queensland, 1990  
PhD, *ibid.*, 1995

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MCM, Southwestern Baptist Theological Seminary, 1981  
MM, Hardin-Simmons University, 1983

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BSEd, Texas State University, 1980  
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BS, Missouri Southern University, 2001  
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EdD, Saint Louis University, 2009

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BA, Mount Union College, 1973  
MA, University of Akron, 1976  
PhD, Bowling Green University, 1984

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BA, Bartlesville Wesleyan College, 1983  
MDiv, Asbury Theological Seminary, 1987  
PhD, University of Texas at Arlington, 2000



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 AS, Seminole State College, 1999  
 BS, East Central University, 2002  
 MS, University of Oklahoma, 2005  
 PhD, *ibid.*, 2013

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 BA, University of Oklahoma, 1982  
 MA, University of Houston, 1986  
 PhD, University of Oklahoma, 1990

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 BS, Missouri State University, 1986  
 MA, *ibid.*, 2011

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 BS, East Central University, 2000  
 MS, *ibid.*, 2004  
 PhD, Oklahoma State University, 2013

**Jason Havens, MS (2013)**

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 AS, St. Gregory's College, 1996  
 BA, Northeastern State University, 1998  
 MS, *ibid.*, 2001

**Jennifer L. Heck, MS (2008)**

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 BSN, University of Oklahoma, 1999  
 MS, *ibid.*, 2004

**William Heitland, EdD (1979)**

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 BS, Ohio State University, 1970  
 MS, St. Francis College, 1974  
 EdD, Ball State University, 1977

**Sonja Hightower, MBA (2012)**

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 BS, East Central University, 2007  
 MBA, Oklahoma State University, 2010

**Eril Hughes, PhD (1986)**

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 BA, Hendrix College, 1974  
 MAT, Vanderbilt University, 1975  
 PhD, University of Arkansas, 1987

**Jessica L. Hyatt, MS (2011)**

*Instructor, Nursing*  
 BS, East Central University, 2008  
 MS, University of Oklahoma Health Sciences Center, 2013

**Phyllis Isaacs, PhD (2009)**

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 BA, East Central University, 1998  
 MEd, *ibid.*, 2005  
 PhD, University of Oklahoma, 2009

**Rashad Jackson, MEd (2009)**

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 AA, Northeastern Oklahoma A&M College, 1998  
 BS, East Central University, 2002  
 MEd, *ibid.*, 2004

**Nicholas Jacob, PhD (2013)**

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 BS, University of Missouri, 2005  
 Phd, *ibid.*, 2013

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 BFA, Emporia State University, 1981  
 MA, *ibid.*, 1983  
 EdD, Oklahoma State University, 2000

**Charlie C. Jones, JD (1986)**

*Professor and Chair, Business Administration and Frank Crabtree Sr. Family Endowed Professor of Business Policy*  
 BBA, University of Oklahoma, 1982  
 MBA, *ibid.*, 1986  
 JD, *ibid.*, 1986

**Mark E. Jones, PhD (2013)**

*Assistant Professor, Education*  
 BS, Oklahoma State University, 1999  
 EdD, Northern Arizona University, 2004  
 PhD, Oklahoma State University, 2009

**Toni. Jones, MEd (2014)**

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 BS, Northeastern State University, 1999  
 MEd, University of Central Oklahoma, 2013

**J. Jeffery Jordan, MS, MBA (2011)**

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 BS, Southwestern Oklahoma State University, 1984  
 AAS, Oklahoma State University - OKC, 1990  
 BS, Texas Woman's University, 1997  
 MBA, University of Phoenix, 2006  
 MS, Southern Nazarene University, 2010  
 MSN, University of Phoenix, 2012

**Terrie L. Kiker, MS (2012)**

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 AAS-N, Seminole Junior College, 1989  
 BS, Bartlesville Wesleyan College, 2000  
 MS, University of Oklahoma Health Sciences, 2007

**Errol L. King, PhD (2014)**

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 ASA, Brigham Young University - Idaho, 2002  
 BA, Brigham Young University, 2004  
 MA, *ibid.*, 2006  
 PhD, University of Arizona, 2012

**Brittany Klaus, MEd (2013)**

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 BS, Oklahoma State University, 2011  
 MEd, East Central University, 2013

**Marc Klippenstine, PhD (2007)**

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 BA, University of Regina, 1998  
 MA, York University, 2001  
 PhD, *ibid.*, 2010

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 BS, Oklahoma State University, 1977  
 MBA, *ibid.*, 1987  
 PhD, *ibid.*, 2004

**Michelle A. Lastrina, PhD (2013)**

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BA, Mount Holyoke College, 2006  
PhD, Iowa State University, 2012

**T. Lorraine Latimore, PhD (2010)**

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BA, University of Oklahoma, 1996  
MA, Washington State University, 1997  
PhD, North Carolina State University, 2005

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BS, East Central University, 1981  
MEd, *ibid.*, 1992

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BA, East Central University, 2002  
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PhD, *ibid.*, 2014

**Linda C. Massey, EdD (1999)**

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BA, California State University - Stanislaus, 1985  
MS, California State University - Sacramento, 1988  
EdD, Oklahoma State University, 2003

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BS, Middle Tennessee State University, 1988  
MS, *ibid.*, 1989

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BS, Fort Hays State University, 1985  
MS, Middle Tennessee State University, 1994

**Nancy McClain, MEd (2013)**

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BBA, University of Oklahoma, 1985  
BA, *ibid.*, 1991  
MEd, Southeastern Oklahoma State University, 2012

**Jeff McGaha, MEd (2006)**

*Instructor, Kinesiology*  
BS, East Central University, 1995  
MEd, *ibid.*, 1999

**Matt McGaha, MEd (2007)**

*Instructor, Kinesiology and Education*  
BS, East Central University, 1995  
MEd, *ibid.*, 2002

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BS, Drexel University, 1991  
PhD, University of California - Los Angeles, 1996

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BA, Skidmore College, 1993  
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PhD, *ibid.*, 1997

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BS, Mary Washington College, 1991  
MS, Towson State University, 1994  
PhD, University of Oklahoma, 2001

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AAS, Seminole State College, 2006  
BS, East Central University, 2008  
MSN, University of Oklahoma Health and Sciences Center, 2011

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BS, Grambling State University, 1976  
MS, Oklahoma State University, 1977  
EdD, *ibid.*, 1984

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BA, University of Tulsa, 1997  
JD, University of Texas, 2000  
MDiv, Princeton Theological Seminary, 2003  
MA, Southern Methodist University, 2007  
PhD, *ibid.*, 2008

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BS, University of North Dakota, 1982  
BS, Minot State University, 1988  
MS, University of Oklahoma, 2004

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BA, Oklahoma State University, 1993  
MEd, Northeastern State University, 2000  
MA, *ibid.*, 2003  
PhD, Bowling Green State University, 2007

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AGS, Kansas City Kansas Community College, 1975  
BS, Wichita State University, 1977  
MS, *ibid.*, 1983  
PhD, *ibid.*, 1991

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MA, *ibid.*, 1981  
PhD, University of Cincinnati, 1996

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MA, *ibid.*, 2004  
PhD, Purdue University, 2012

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 BA, State University College of New York - Buffalo 1978  
 MA, Indiana State University, 1982  
 EdS, *ibid.*, 1990  
 PhD, University of Oklahoma, 2005

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 JD, University of Oklahoma, 2009

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 BA, University of Nebraska-Lincoln, 1992  
 MA, *ibid.*, 1995  
 JD, University of Nebraska College of Law, 1997  
 PhD, University of Nebraska-Lincoln, 2002

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 MS, East Central University, 1994  
 ABD, University of North Texas

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 BA, Oklahoma State University, 1994  
 MA, *ibid.*, 1997  
 PhD, *ibid.*, 2006

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 BA, Wayne State College, 1973  
 MEd, University of Houston -Victoria, 1996  
 EdD, Texas A&M - Kingsville, 2002

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 MA, *ibid.*, 2003  
 PhD, Texas A&M University, 2009

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 BA, Southwestern State College, 1970  
 MA, University of Florida, 1971  
 PhD, *ibid.*, 1975

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 MA, Arkansas State University, 1983  
 MA, University of Southern California, 1988  
 PhD, *ibid.*, 1989

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 BS, Central Michigan University, 1978  
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 MPhil, University of Kansas, 1986  
 PhD, *ibid.*, 1988

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 PhD, University of Oklahoma, 2006

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 MS, *ibid.*, 2013

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 BA, St. Cloud State University, 1989  
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 BS, Texas State University, 2007  
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 PhD, University of Oklahoma, 2014

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BS, University of Arkansas, 1966  
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PhD, *ibid.*, 1994

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BGS, University of Kansas, 1980  
BS, *ibid.*, 1980  
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BA, Hope College, 2005  
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BS, Arkansas Tech University, 1985  
MS, University of Arkansas, 1988  
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BA, Purdue University, 1988  
MS, *ibid.*, 1991  
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BA, East Central University, 2004  
MEd, *ibid.*, 2008

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BS, Mercy College, 2006  
MS, University of Oklahoma, 2010  
MBA, *ibid.*, 2013  
ABD, *ibid.*

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BS, Beijing Normal University, 1982  
MA, Nankai University, 1986  
MBA, Indiana University of Pennsylvania, 1993  
DBA, Louisiana Tech University, 1999

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R. J. Boatsman, MD  
Kari Butler, MLS, AMT  
Larry Cartmell, MD  
Carol Dittmann, MD, MT (ASCP)  
Nathaniel D. Harden, MS, MLS(ASCP)  
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*Administrative Assistant, Administration and Finance*  
BS, East Central University, 2005

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*Bursar*  
BA, Southwestern Oklahoma State, 2006  
MEd, East Central University, 2007  
MBA, Southeastern Oklahoma State University, 2011

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*Director, International Students' Program*  
BA, East Central University, 2010  
MSHR, *ibid.*, 2013

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BS, University of Maryland, 1999  
MSHR, East Central University, 2014

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BS, East Central University, 2011

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BA, Angelo State University, 1984  
MLS, University of Oklahoma, 2002

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BS, East Central University, 1981

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BS, East Central University, 2003  
MS, Oklahoma State University, 2007

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BS, Oklahoma State University, 1998  
MS, *ibid.*, 2002

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BA, East Central University, 2001

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BS, East Central University, 2007

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BS, East Central University, 2008  
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BS, East Central University, 2000

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BS, East Central University, 1981

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MSHR, *ibid.*, 2005

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BS, Oklahoma State University, 2012

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BS, East Central University, 1996

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MSHR, *ibid.*, 2010

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MEd, East Central University, 2012

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AS, Murray State College, 1992  
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MS, *ibid.*, 1997

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BS, East Central University, 1993

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*Director, Career Center*  
BS, Florida International University, 1990  
MSHR, East Central University, 2013

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*Director, Curriculum Services*  
BS, Oklahoma State University, 1980  
MSHR, East Central University, 1995

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*Director, Interpreter Services Program*  
 BA, East Central University, 1985  
 MSHR, *ibid.*, 2009  
 Level V QAST Certification

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 BS, East Central University, 2013

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*Controller*  
 BS, East Central University, 1983  
 MSHR, *ibid.*, 2000

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 BS, East Central University, 2003  
 MSHR, *ibid.*, 2014

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 BS, University of Central Oklahoma, 1995  
 MEd, *ibid.*, 1996

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 BA, East Central University, 2003  
 MSHR, *ibid.*, 2006

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 BBA, Baylor University, 2000

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 BSW, East Central University, 2009  
 MSHR, *ibid.*, 2013

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 BA, Northeastern State University, 1995  
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 BS, Oklahoma State University, 1996

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 BBA, University of Oklahoma, 1985  
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 PhD, University of Oklahoma, 2010

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 BA, East Central University, 2008  
 MSHR, *ibid.*, 2012

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 BSEd, University of Wisconsin, 2011  
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 BA, East Central University, 1976  
 MSHR, *ibid.*, 1987

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 BS, East Central University, 2005

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 BS, East Central University, 2003

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 BS, Central Missouri State University, 1979

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 BS, East Central University, 1994  
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 BA, East Central University, 2006

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 BA, Texas Tech University, 2001  
 MA, *ibid.*, 2004  
 ABD, Purdue University

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 A.S., Oklahoma State University, 2010  
 AAS, *ibid.*, 2010  
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 BS, East Central University, 2010  
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 BA, East Central University, 1971  
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 AA, New Mexico Junior College, 1968  
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 PhD, University of Oklahoma, 1985

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 BSN, East Central University, 2000  
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*Switchboard Supervisor*

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BS, University of Tulsa, 1955; PhD, St. Louis University, 1968

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BS, Michigan State University, 1968; MS, University of Notre Dame, 1971; graduate study, Indiana University, 1973-74, 1977; University of Notre Dame, 1976, 1978; Central State University, 1981, 1983

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BS, Central State University, 1974; MS, Oklahoma State University, 1978; PhD, University of Oklahoma, 1995

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BA, University of Delaware, 1968; MS, Florida State University, 1970

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BAEd, East Central University, 1968; MA, University of Oklahoma, 1983; PhD, *ibid.*, 2002

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BA, Arkansas College, 1971; MS, University of Arkansas, 1973; PhD, *ibid.*, 1975

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BAEd, Northeastern State College, 1971; MEd, *ibid.*, 1973; PhD, University of Oklahoma, 1975

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BS, East Central University, 1999; MS, University of Oklahoma Health Sciences Center, 2004

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BS, Southwest Missouri State College, 1959; MA, University of Oklahoma, 1961

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BM, Illinois Wesleyan University, 1981; MM, University of North Texas, 1983; Vienna Conservatory of Music, Vienna, Austria, 1983-84  
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BSEd, East Central State College, 1962; MT, *ibid.*, 1963; MS, University of Notre Dame, 1966; PhD, University of Wisconsin-Madison, 1975

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BS, University of Oklahoma, 1964; MEd, Central State University, 1968

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BS, Oklahoma State University, 1967; MBA, University of Hawaii, 1970



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BA, University of Colorado, 1968; MA, Brandeis University, 1970; PhD, University of Colorado, 1981

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BS, Stephen F. Austin State University, 1968; MS, East Texas State University, 1970; PhD, Louisiana Tech University, 1980

**Carl Gene Stephenson, PhD (1965-1990)***Vice President for Academic Affairs and Dean of Instruction*BS, University of Oklahoma, 1959; MNS, *ibid.*, 1964; PhD, *ibid.*, 1972**Shirley Talley, PhD (1983-2005)***Assistant Vice President for Academic Affairs, Department of Communication*BS, Phillips University, 1973; MS, *ibid.*, 1975; PhD, University of Oklahoma, 1994**Carolyn Thomas, EdD (1998-2013)***Professor, Education*BS, Oklahoma State University, 1971; MS, *ibid.*, 1992; EdD, *ibid.*, 2000**Nancy Thomason, MS (1979-2005)***Executive Director, Center of Continuing Education and Community Services*

BA, Ohio State University, 1970; MS, St. Francis College, 1974

**Alvin O. Turner, PhD (1997-2006)***Dean, School of Humanities and Social Sciences; Acting Dean, School of Graduate Studies*

BA, University of Central Oklahoma, 1968; MA, Central Missouri State University, 1970; PhD, Oklahoma State University, 1977

**Kenneth Turner, MPE (1967-1994)***Department of Health, Physical Education, and Recreation*BSEd, East Central State College, 1962; MT, *ibid.*, 1968; MPE, University of Oklahoma, 1972**Stanley Paul Wagner, PhD (1969-1988)***President*BA, University of Pittsburgh, 1947; MA, *ibid.*, 1949; PhD, *ibid.*, 1953**Henry R. Walbrick, MEd (1980-2006)***Assistant Athletic Director for Compliance, Department of Health, Physical Education, and Recreation*BSEd, East Central University, 1976; MEd, *ibid.*, 1977**Billy Walker, PhD (1983-2009)***Professor and Chair, Computer Science and Adolph Linscheid**Distinguished Teaching Professor*BS, West Texas State University, 1968; MS, Texas Tech University, 1970; PhD, *ibid.*, 1974**Allene Warren, PhD (2000-2010)***Associate Professor, Education and Director of Student Teaching*BS, East Central University, 1979; MEd, *ibid.*, 1977; PhD, University of Oklahoma, 2003**Diana Watson-Maile, EdD (1989-2014)***Professor and Chair, Family and Consumer Sciences*

BS, East Central University, 1979; MS, Central State University, 1984; EdD, Oklahoma State University, 1994

**Reubin M. Wigdor, PhD (1971-2002)***Department of Psychology*BS, Fairleigh Dickinson University, 1964; MA, *ibid.*, 1968; PhD, University of Oklahoma, 1971**Gerald Williamson, PhD (1978-2007)***Assistant Vice President for Advancement*AA, New Mexico Junior College, 1968; BBA, Eastern New Mexico University, 1970; MBA, *ibid.*, 1971; PhD, University of Oklahoma, 1985**Robert Wyatt, PhD (1990-2006)***Department of Education*BA, University of Oklahoma, 1962; MEd, *ibid.*, 1988; PhD, *ibid.*, 1990



**Patricia Yarbrough, PhD (1987-2012)**

*Professor, English & Languages and Director, Honors Program*  
BS, Oklahoma Baptist University, 1979; MA, Arizona State University,  
1982; PhD, *ibid.*, 1987

**John Yozzo, PhD (1987-2010)**

*Professor, English and Languages*  
BS, University of Tulsa, 1975; MA, *ibid.*, 1978; PhD, *ibid.*, 1985



## SECTION XIV

# COURSE DESCRIPTIONS

(Listed by Department then Prefix then Course Number)

### Courses in Accounting

#### ACCT 2003 Financial and Managerial Accounting for Non-Business Majors

3 hours--This course provides a survey of accounting concepts and procedures that will enable students to be informed users of financial information in a business setting. This course may not be substituted for ACCT 2103 Financial Accounting or ACCT 2203 Managerial Accounting.

#### ACCT 2103 Financial Accounting ■

3 hours--The study of concepts and procedures for preparation of general purpose financial statements using generally accepted accounting principles.

#### ACCT 2203 Managerial Accounting

3 hours--Prereq.: A grade of C or higher in ACCT 2103. Managerial accounting concepts and objectives; planning and control of sales and costs; analysis of costs and profits for management decision making.

#### ACCT 2881-4 Special Studies in Accounting (Subject named in title listing)

1 to 4 hours--Prereq.: Departmental approval. Directed group study on special subject or problem.

#### ACCT 3203 Cost Accounting I

3 hours--Prereq.: A grade of C or higher in ACCT 2203. Elementary principles of cost accounting; internal records of manufacturing business; process and job cost accounting.

#### ACCT 3303 Intermediate Accounting I

3 hours--Prereq.: A grade of C or higher in ACCT 2203. A comprehensive study of financial accounting with emphasis on the evaluation and treatment of assets and their related income statement accounts.

#### ACCT 3383 Federal Income Tax Accounting

3 hours--Prereq.: A grade of C or higher in ACCT 2203. Accounting for individual income tax requirements; preparation of individual income tax returns; tax forms; and income tax problems. Specialized topics include taxable and non-taxable income, business deductions, depreciation, itemized deductions, exemptions, filing status, gains and losses, and tax credits.

#### ACCT 3393 Advanced Federal Income Tax Accounting

3 hours--Prereq.: A grade of C or better in ACCT 3383. A continuation of ACCT 3383 with special emphasis on capital gains and losses; the Alternative Minimum Tax; and tax requirements of corporations, partnerships and estates and trusts. Also, coverage is given to the basic requirements of the Uniform Estate and Gift Tax Law.

#### ACCT 3403 Intermediate Accounting II

3 hours--Prereq.: A grade of C or better in ACCT 3303. A continuation of the study of the principles of financial accounting theory and practice. Primary topics include stockholder's equity; debt; equity; and earnings per share calculation.

#### ACCT 3413 Business Ethics for Accountants

3 hours--Prereq.: BUCOM 3133 and BUSLW 3213, or departmental approval. This course focuses on what constitutes right or wrong behavior in the business world and on how moral and ethical principles are applied by businesspersons to situations that arise in their daily activities in the workplace. Degree credit not allowed in both ACCT 3413 and BUS 4213.

#### ACCT 3423 Community Tax Preparation

3 hours--Prereq.: 3383. This course will be operated under the national Volunteer Income Tax Assistant (VITA) program. Students will prepare and e-file tax returns for clients with limited and fixed incomes. The VITA experience creates an environment in which the student can apply classroom knowledge in a professional setting that fulfills an unmet community need.

#### ACCT 3713 Governmental and Non-Profit Accounting

3 hours--Prereq.: 3303 or departmental approval. Study of governmental and non-profit accounting. Financial Statement presentation and fund accounting for public entities are emphasized.

#### ACCT 3843 Accounting Information Systems

3 hours--Prereq.: 2203. The study of the accounting systems of organizations. Emphasis will be devoted to the topics of (a) the concepts underlying the design and use of an effective accounting information system, (b) the participation of managers and functional specialists in the development of accounting systems, (c) advanced technology concepts such as data bases, Internet and electronic data interchange, and (d) control and audit of EDP systems.

**ACCT 4203 Advanced Cost Accounting**

3 hours--Prereq.: 3203. Continuation of ACCT 3203. Emphasis is placed on advanced cost analysis and managerial topics. Topics covered include decision-making models, inventory management, JIT systems, material planning, activity based costing, etc. as they relate to assisting management in its production functions.

**ACCT 4303 Advanced Accounting**

3 hours--Prereq.: 3403. Accounting for partnerships and branch operations; business combinations and consolidated financial statements; reporting segments for interim periods, and to the SEC; foreign currency translations and transactions; and accounting for fiduciaries.

**ACCT 4403 Intermediate Accounting III**

3 hours--Prereq.: A grade of C or better in ACCT 3403. A continuation of the study of the principles of financial accounting theory and practice. Topics include investments; revenue recognition; accounting for income taxes; pensions; leases; statement of cash flows.

**ACCT 4503 Auditing**

3 hours--Prereq.: BSEC 2603 and departmental approval; expectation of a minimum of 18 hours in ACCT. Audit procedures; methods of examining financial statements; preparation of audit working papers, statements and reports.

**ACCT 4513 Auditing II**

3 hours--Prereq.: 4503. In depth study of advanced topics in Auditing. These advanced topics will include auditing standards, auditing practice, and current topics in Auditing.

**ACCT 4621-3 Internship in Accounting**

1 to 3 hours--Prereq.: 3203, 3303, 3383, junior standing or departmental approval. Minimum of eight weeks on-the-job experience related to accounting. Daily journal and a written report relating the work experience to the student's accounting major required. OSCP Internship Certificate may be accepted in substitution. Internship requires prior approval and written agreement between the student and the department.

**ACCT 4703 Accounting Theory**

3 hours--Prereq.: Departmental approval; expectation of a minimum of 24 hours in ACCT. A review of Financial Accounting Standards Board pronouncements and accounting research studies. Emphasis is placed on topics covered in the Accounting Theory portion of the uniform CPA examination.

**ACCT 4723 Financial Statement Analysis**

3 hours--Prereq.: 3303 and FIN 3113. A detailed case study of techniques and procedures for analyzing financial statements of corporations within different industries.

**ACCT 4981-4 Seminar in Accounting (Subject named in title listing)**

1 to 4 hours--Prereq.: Departmental approval. Directed group study on special subject or problem.

**ACCT 4991-4 Individual Study in Accounting (Subject named in title listing)**

1 to 4 hours--Prereq.: Departmental approval. Directed individual study on special subject or problem. Open only to selected undergraduates. Work may be done in any area of the Department of Accounting.

**ACCT 5013 Performance Evaluation and Auditing of Internal Processes**

3 hours-- Prereq.: 3203, 3303 and departmental approval. Provides advanced treatment of significant issues faced by individuals in the business sector regarding the evaluation of programs and the execution of internal

audits. Topics include the planning and execution of internal financial, operational, and compliance audits; identification of the objectives, techniques, and tools utilized in audits of internal controls; assessment of risks and documentation of opportunities to improve program efficiency and effectiveness; fraud prevention and detection; and, contemporary ethical and legal responsibilities of the internal auditor.

**ACCT 5023 Development of Accounting Theory**

3 hours-- Prereq.: 4403 or departmental approval. Examines contemporary financial reporting issues both from a historical context and in terms of the extant institutional, ethical, and regulatory environment. Cases and open-ended research assignments are used to help students develop a framework for exercising judgment when the literature provides no direct prescription about correct reporting.

**ACCT 5033 Special Topics in Taxation (Subject named in title listing)**

3 hours--Prereq.: 3303, 3383 and departmental approval. In depth study of selected tax topics. Utilizes application-oriented tax research to identify the applicable tax issue, locate the appropriate tax authority, and communicate the defensibly correct tax treatment of a specified transaction. Primary sources (legislative, judicial, and administrative) and secondary sources are examined. May be repeated for credit when the topics vary.

**ACCT 5043 Special Topics in Accounting (Subject named in title listing)**

3 hours--Prereq.: 3203, 3303 and departmental approval. In depth study of selected accounting topics. May be repeated for credit when the topics vary.

**ACCT 5053 Profit Planning and Control**

3 hours--Prereq.: 3203 and departmental approval. Examines the use of accounting information by managers within the organization for planning and control. Topics include long-range planning, annual profit planning and control, activity-based costing, cost prediction, strategic control systems, and balanced scorecards.

**ACCT 5063 Contemporary Accounting Problems**

3 hours--Prereq.: Departmental approval. Presents current and emerging accounting issues facing audit, tax, and systems professionals in public accounting. Emphasis is placed on recent pronouncements of the FASB and on the FARE and ARE portions of the Uniform CPA Exam.

**ACCT 5073 Advanced Auditing**

3 hours--Prereq.: 4503. An in-depth study of advanced topics in auditing. The course will provide the student with a solid understanding of the methods and procedures used by public accounting firms in performing examinations of financial statements of public, private, non-profit, and governmental entities. The course will cover topics that include auditing standards, auditing practice, and current topics in auditing.

**ACCT 5953 Internship in Accounting**

3 hours--Prereq.: Specified by employer with consent of Instructor and Department Chair. Provides experiential learning during which the student works under the supervision of an accounting practitioner. This work experience may be in a public, industry, or government accounting unit. The student is immersed in a variety of intensive work assignments with increasing levels of responsibility. Limited to students admitted to Masters of Science in Accounting- Professional Track.

**ACCT 5981-4 Seminar in Accounting**

1 to 4 hours--Prereq.: Departmental approval. Directed intensive study on selected problem or special topic. Work may be done in any area of Accounting.

**ACCT 5991-4 Individual Study in Accounting**

1 to 4 hours--Prereq.: Graduate standing and 12 hours of Accounting. Directed intensive study on selected problem or special subject, based on approved outline or plan; conferences, oral and written reports. Work may be done in any area of Accounting.

## Courses in American Sign Language

**ASLHR 2613 American Sign Language I ■**

3 hours--Course consists of principles, methods, and techniques of communication manually with the deaf. Emphasis will be on developing manual communication skills and a basic vocabulary in American Sign Language and an understanding of basic grammatical principles of American Sign Language. Also included will be a brief orientation to the various systems of Signed English.

**ASLHR 3063 American Sign Language II ■**

3 hours--Prereq.: 2613 or departmental approval. Course provides continued development of American Sign Language vocabulary and ASL grammar. Emphasis will be on developing expressive and receptive signing skills in ASL.

**ASLHR 3163 Fingerspelling and Conversational American Sign Language ■**

3 hours--Prereq.: Departmental approval. A course designed to develop expressive and receptive fingerspelling skills, as well as developing the students' understanding and use of conversational ASL.

**ASLHR 4703 American Sign Language III ■**

3 hours--Prereq.: 3063 or departmental approval. An in-depth study of American Sign Language grammar, syntax, idioms, and colloquialisms. Includes body language, mime, and other forms of non-verbal communication.

**ASLHR 4733 American Sign Language IV ■**

3 hours--Prereq.: 4703. A continued study of American Sign Language with emphasis on increasing sign language skills. Also included will be the principles of artistic interpreting.

## Courses in Art

**ART 1113 Fundamentals of Art ■**

3 hours--Basic course for understanding the rudiments and techniques of creative art, with some emphasis on the appreciation of art in relation to living in today's society.

**ART 1133 Basic Drawing**

3 hours--Introductory lab course in drawing logic. Study includes the history and theory of drawing, the development of drawing accuracy and knowledge of drawing materials and techniques.

**ART 1213 Basic Design I**

3 hours--Introductory lab course in two-dimensional design. Study includes the history and theory of two-dimensional design, the principles of design organization, and the application of plastic elements to solve design problems.

**ART 1313 Basic Design II**

3 hours--Introductory lab course in three-dimensional design. Study includes the history and theory of three-dimensional design, the principles of design organization, and the application of plastic elements to solve design problems.

**ART 2213 Watercolor I**

3 hours--An introductory course in watercolor painting. Study includes history and theory of watercolor, the development of techniques and skills working with watercolor, and the application of this knowledge and processes to solve watercolor problems.

**ART 2233 Art in Life ■**

3 hours--Study of significant ideas of Western cultures emphasizing American and European cultures as manifested in visual art and architecture from prehistoric times to present.

**ART 2243 Art History Survey I ■**

3 hours--Paleolithic art through the high Gothic period (35,000 B.C. - 1300 A.D.).

**ART 2253 Art History Survey II ■**

3 hours--Renaissance art through Contemporary art (1300 A.D. to the present).

**ART 2273 Survey of Multicultural Art ■**

3 hours--A study of significant ideas manifested in the visual art and architecture of non-western cultures from the Paleolithic period to today.

**ART 2313 Painting I**

3 hours--An introductory course in oil and/or acrylic painting. Study includes history and theory of painting, the development of skills and techniques of painting, and the application of these knowledges and processes to solve visual problems.

**ART 2423 Color Theory**

3 hours--In this course students apply color principles to a variety of design problems and develop the ability to work in both expressive and formal manner.

**ART 2433 Ceramics As An Avocation**

3 hours--This course covers content similar to ART 3813 Ceramics I but with a focus for those who are not degree bound in this field. Study includes the history and theory of ceramics, handbuilding, wheelthrowing, glaze formulation and clay bodies.

**ART 2443 Painting As An Avocation**

3 hours--This course covers similar content to ART 2313 Painting I but with a focus on those who are not degree bound in this field. Study includes the history and theory of painting and the development of skills and techniques of painting and its application to solve visual problems.

**ART 2453 Printmaking As An Avocation**

3 hours--This course covers similar content to ART 3713 Printmaking I but with a focus on those who are not degree bound in this field. Study includes the history and theory of printmaking and the basic techniques of printmaking, woodcut, linocut, serigraphy, monoprint, and intaglio.

**ART 2463 Sculpture As An Avocation**

3 hours--This course covers similar content as ART 3513 Sculpture I but with a focus on those who are not degree bound in this field. Study includes the theory and history of sculpture and the basic techniques of sculpture, carving, modeling, building, and casting.

**ART 2881-4 Special Studies in Art (Subject named in title listing)**

1 to 4 hours--Directed group study on special subject or problem.

**ART 2943 Basic Graphic Design**

3 hours--Prereq.: 1113. This course covers the rudiments of Graphic Design; would focus on craftsmanship, cutting and pasting skills, layout, print basics, color theory basics and pantone color.

■ Denotes a Liberal Arts course.

**ART 3133 Advanced Drawing I**

3 hours--Prereq.: 1113. An advanced course in drawing logic. Emphasis upon the development of drawing accuracy regarding; perspective, line, value, texture, and composition.

**ART 3143 Advanced Drawing II**

3 hours--Prereq.: 3133. An advanced drawing course continuing study started in Advanced Drawing I, greater focus on composition and thematic interpretations in drawing.

**ART 3213 Watercolor II**

3 hours--Prereq.: 2213. An intermediate course in watercolor painting. Emphasis upon the development of processes, materials, and knowledges as they relate to watercolor.

**ART 3223 Watercolor III**

3 hours--Prereq.: 3213. An advanced watercolor course dealing with the processes, materials and knowledges introduced in Watercolor II. Emphasis on composition and individual solutions.

**ART 3273 Aesthetics**

3 hours--An introductory course in aesthetic philosophy, readings and writing. Students will develop and explore different concepts about creativity, art, audience, and art's role in societies.

**ART 3313 Painting II**

3 hours--Prereq.: 2313. An intermediate course in oil and/or acrylic painting. Emphasis upon the creative use of materials and techniques, concepts of organization, and subjective imagery.

**ART 3323 Painting III**

3 hours--Prereq.: 3313. An advanced painting course. Emphasis on composition, experimentation, and individual expression.

**ART 3403 Life Drawing I**

3 hours--Prereq.: 1133. A basic studio drawing course that studies the subject of the human figure. Study includes drawing from the skeleton, the live model, and anatomical charts and casts.

**ART 3413 Life Drawing II**

3 hours--Prereq.: 3403. An advanced drawing course that emphasizes the compositional potentials of the human figure. Study includes objective rendering, experimental techniques, and advanced problems of drawing from the model.

**ART 3513 Sculpture I**

3 hours--An introductory course in sculpture. Study includes the history and theory of sculpture, the basic techniques of sculpture; carving, modeling, building, and casting, and the application of these knowledges to solve visual problems.

**ART 3613 Sculpture II**

3 hours--Prereq.: 3513. An intermediate course in sculpture. Emphasis upon the creative use of materials, techniques, and concepts of organization.

**ART 3623 Sculpture III**

3 hours--Prereq.: 3613. An advanced sculpture course. Emphasis on refining the three-dimensional concept, experimentation and individual solutions.

**ART 3713 Printmaking I**

3 hours--An introductory course in printmaking. Study includes history and theory of printmaking, the basic techniques of printmaking; woodcut,

linocut, silkscreen, monoprint, and intaglio, and the application of these knowledges and techniques to solve visual problems.

**ART 3813 Ceramics I**

3 hours--An introductory course in ceramics. Study includes the history and theory of ceramics, the basic techniques of ceramics; hand forming, wheel throwing, and glaze formulation, and knowledge of clay bodies.

**ART 3823 Crafts**

3 hours--Introductory lab course in crafts. Study includes the history and theory of crafts, the solution of craft problems in: ceramics, weaving, and metalsmithing, and the application of sound design organizational concepts.

**ART 3903 Life Drawing III**

3 hours--Prereq.: 3413. An advanced drawing course that utilizes the model for personal expression. Emphasis is given to the development of personal style, advanced rendering, experimental techniques and problems in drawing the figure.

**ART 3923 Digital Imaging I**

3 hours--An introductory course in the creation of visual art using the computer. Study includes photo manipulation, computer based imagery and post production printing and display.

**ART 3943 Graphic Design**

3 hours--Prereq.: 1213. An intermediate course exploring basic design principles as they apply to problem solving, generation of graphic ideas, development of concepts, integration of words and images, design history and client needs. The course will develop technical and presentation skills.

**ART 4213 History of Art-Contemporary**

3 hours--Twentieth and Twenty-first century art. Cubism through Contemporary art.

**ART 4223 Watercolor IV**

3 hours--Prereq.: 3223. A continuation of Watercolor III. Emphasis on artistry and experimentation.

**ART 4273 History of Art-Classical**

3 hours--Classical art 800BCE-600CE covering the art of Greece and Rome.

**ART 4313 Painting IV**

3 hours--Prereq.: 3323. A continuation of Painting III. Emphasis on artistry and development of the individual student's point of view, both as a critic and a practicing artist.

**ART 4403 Life Drawing IV**

3 hours--Prereq.: 3903. A continuation of Life Drawing III. Emphasis on artistry and development of the individual student's point of view, both as a critic and as a practicing artist.

**ART 4412 Art for Elementary Teachers**

2 hours--A course dealing with elementary school art and crafts, plus the philosophy of art education.

**ART 4513 Art for Secondary Teachers**

3 hours--A study of problems and methods in teaching various arts in high school: planning and organizing art laboratories in regard to materials and subjects.



## Courses in Athletic Training Education Program

### ART 4613 Sculpture IV

3 hours--Prereq.: 3623. A continuation of Sculpture III. Emphasis on innovative individual solutions in those areas that are most vital to the student.

### ART 4713 Printmaking II

3 hours--Prereq.: 3713. An intermediate course in printmaking. Emphasis upon the creative use of materials and processes; intaglio, lithography, and silkscreen. Application of concepts of organization, techniques, and knowledges to solve visual problems.

### ART 4723 Printmaking III

3 hours--Prereq.: 4713. An advanced printmaking course. Emphasis on the selection of process, composition and experimentation with color printing.

### ART 4733 Printmaking IV

3 hours--Prereq.: 4723. A continuation of Printmaking III. Emphasis on artistry and development of the individual student's point of view, both as a critic and a practicing artist.

### ART 4813 Ceramics II

3 hours--Prereq.: 3813. An intermediate course in ceramics. Emphasis upon more sophisticated wheel forming and glaze techniques.

### ART 4823 Ceramics III

3 hours--Prereq.: 4813. An advanced ceramic course. Emphasis on sculpture or pottery forms selected by the student.

### ART 4833 Ceramics IV

3 hours--Prereq.: 4823. A continuation of Ceramics III. Emphasis on experimentation and individual expression.

### ART 4923 Digital Imaging II

3 hours--Prereq.: 3923. An advanced course in the creation of visual art using the computer. Study includes photo manipulation, computer based imagery and post production printing.

### ART 4973 Senior Exhibit

3 hours--Prereq.: 42 credit hours of required art courses. This senior exhibition is a cumulative statement of the students preparation to proceed on an art career beyond the baccalaureate degree.

### ART 4981-4 Seminar in Art (Subject named in title listing)

1 to 4 hours--Prereq.: Departmental approval. Directed group study in special subject or problem.

### ART 4991-4 Individual Study in Art (Subject named in title listing)

1 to 4 hours--Prereq.: Departmental approval. Studio practice for seniors and advanced students. Open only to selected undergraduates.

### ART 5981-4 Seminar in Art (Subject named in title listing)

1 to 4 hours--Prereq.: Departmental approval. Directed intensive study on selected problem or special topic.

### ART 5991-4 Individual Study in Art (Subject named in title listing)

1 to 4 hours--Prereq.: Graduate standing, twelve hours Art, and Departmental approval. Directed intensive study on definite problem or special subject, based on approved outline or plan; conferences, oral and written reports.

### ATEP 2123 Introduction to Athletic Training

3 hours--Introduction to the application of basic knowledge and skills related to the care, prevention, assessment and management of athletic injuries.

### ATEP 3113 Therapeutic Modalities for Athletic Training

3 hours--This course introduces students to current theories and applications of the therapeutic modalities in the athletic training setting. Protocols for cryotherapy, hydrotherapy, thermotherapy, electro-therapeutic and ultrasound are discussed. Basic instruction in the application of these forms of therapy are supplemented with practical experiences in the on-campus athletic treatment center lab. The lab component of the course serves as an opportunity for students to take the knowledge of lecture and implement it into practical application for mastery of clinical skills.

### ATEP 3223 Evaluation of Lower Extremity

3 hours--Prereq.: BIOL 2184. This course introduces students to the practice of performing evaluation on specific anatomical structures, particularly the lower extremity. Emphasis is placed on both clinical and on-field evaluations. The lab component allows for practical application of this knowledge.

### ATEP 3333 Clinical Athletic Training I

3 hours--Prereq.: Admission to Athletic Training Education Program. This course introduces students to practical applications of the knowledge, skills, and values that the entry-level athletic trainer must possess. Clinical I is designed to incorporate the clinical proficiencies for mastery by the students, consistent with what is taught didactically through this semester. Students meet with the clinical instructor a minimum of 1 hour per week. Weekly meetings expose students to selected clinical competencies for practice and assessment. In addition, each student is responsible to document a minimum of 250 clock hours of service within the athletic training setting at ECU.

### ATEP 3443 Evaluation of Upper Extremity

3 hours--Prereq.: 3223 and BIOL 2184. This course introduces students to the practice of performing evaluation on specific anatomical structures, particularly the upper extremity. Emphasis is on both clinical and on-field evaluations. The lab component allows for practical application of this knowledge.

### ATEP 3553 Clinical Athletic Training II

3 hours--Prereq.: 3333 and admission to Athletic Training Education Program. This course expands upon the student's practical application of knowledge and skills introduced in Clinical I. Clinical II is designed to incorporate the clinical proficiencies for mastery by students, consistent with what is taught didactically through this semester. In addition to weekly 1-hour meetings to discuss and/or assess clinical proficiencies, each student is responsible for documenting a minimum of 250 clock hours within the athletic training setting at ECU.

### ATEP 3623 Therapeutic Exercise

3 hours--Prereq.: BIOL 2184. This course introduces the student to the basic principles and concepts associated with injury rehabilitation in athletics. The student learns the design, implementation and management of injury-specific rehab protocols, as prescribed by a physician. The laboratory component of this course enables the student to acquire practical experience by practicing clinical skills relative to rehab on a weekly basis.

**ATEP 4123 General Medicine and Pharmacology**

3 hours--Prereq.: BIOL 2184 and CHEM 1114. Recognition and management of medical conditions affecting athletic participants. Ascertaining medical history, use of evaluative tools, knowledge of various conditions and diseases, and clinical evaluation techniques for neurological and musculoskeletal diseases and disorders. Furthermore, understanding the roles of pharmaceutical drug therapy, as well as the misuse of performance enhancing drugs and supplements in sports.

**ATEP 4523 Clinical Athletic Training III**

3 hours--Prereq.: 3553 and admission to the Athletic Training Education Program. Students are in direct service to the athletic training program for athletic health care to ECU athletes. Clinical III is designed to incorporate specific proficiencies for mastery. The course is arranged at the clinical instructors discretion. In addition to weekly 1-hour meetings to discuss and/or assess clinical proficiencies, each student is responsible to document a minimum of 250 clock hours of service within the athletic training setting at ECU.

**ATEP 4634 Clinical Athletic Training IV**

4 hours--Prereq.: 4523 and admission to the Athletic Training Education Program. Students are in direct service to the athletic training program for athletic health care to ECU athletes. This being the final clinical, Clinical IV is designed to incorporate all clinical proficiencies for mastery. The course is arranged at the clinical instructor's discretion. In addition to weekly 1-hour meetings to discuss and/or assess clinical proficiencies, each student is responsible to document a minimum of 350 clock hours of service within the athletic training setting at ECU.

**ATEP 4643 Advanced Athletic Training**

3 hours--Prereq.: Admission to Athletic Training Education Program. A study of athletic training management, general medical issues and other contemporary topics for research within athletic training. The course serves to solidify the students' education and experience, preparing them for a career in athletic training.

## Courses in Biology

**B/C/P 4113 Methods of Teaching Biological and Physical Sciences**

3 hours--Prereq.: EDUC 4043 or 4632. Philosophy, methodology and resources for teaching high school (7th - 12th grade) biology, chemistry, and physics.

**BIOL 1114 General Biology ■**

4 hours--An introduction to the general concepts and discoveries of Biology including chemistry, cell biology, energetics and metabolism, genetics, plant and animal phylogeny, ecology, and evolution. Lecture-Laboratory. This course does not apply for the major or minor in Biology.

**BIOL 1214 General Botany ■**

4 hours--Morphology, physiology and ecology of the seed plants with a brief survey of the plant kingdom. Lecture, laboratory and field.

**BIOL 1314 General Zoology ■**

4 hours--A survey of major phyla of the animal kingdom; general morphology, life histories, and principles of animal systematics. Lecture and laboratory.

**BIOL 2113 Medical Terminology**

3 hours--A study of the language of medicine including word construction, definitions, and use of terms related to all areas of medical sciences, hospital services and the allied health specialties.

**BIOL 2184 Human Anatomy ■**

4 hours--Prereq.: 1314. An introductory study of the gross anatomy of the human body with an introduction to microanatomy. Laboratory studies of the human skeleton, models and other visual materials. Dissection of the cat with reference to man. Lecture and laboratory. Degree credit not allowed in both 2184 and 3615.

**BIOL 2243 Introduction to Biotechnology ■**

3 hours--Prereq.: 1114 or 1214 or 1314. A survey of the most active areas in the field of biotechnology. Lectures will cover topics such as DNA manipulation, protein engineering, large-scale cultivation of microorganisms, stem cell research, vaccine and monoclonal antibody production, molecular medicine, gene therapy, and genetic engineering in plants and animals.

**BIOL 2345 General Microbiology ■**

5 hours--Prereq.: CHEM 1114 and either BIOL 1214 or 1314 or departmental approval. The distribution, dissemination, classification, and identification of microorganisms, special attention to organisms causing disease and to immunity from these organisms. Lecture and laboratory.

**BIOL 2644 Invertebrate Zoology ■**

4 hours--Prereq.: 1314. General invertebrate zoology, including morphology, taxonomy and life histories of representatives of the invertebrate groups. Lecture, laboratory, and field.

**BIOL 2773 Forensic Biology ■**

3 hours--Prereq.: 1114 or 1214 or 1314. A study of the scientific method and biological techniques that are used in forensic investigation (criminalistics). Lectures and laboratory sessions will cover the methods of forensic investigations with an emphasis on the examination of physical evidence used in a court of law. Specific topics include comparative microscopy of hair, textiles, blood and bullets; protein analysis used to distinguish among suspects; analytical methods used to identify certain drugs; and DNA analysis used to identify individuals.

**BIOL 2881-4 Special Studies in Biology (Subject named in title listing)**

1 to 4 hours--Prereq.: Departmental approval. Directed group study on special project or problem.

**BIOL 3013 Research Methods and Bioethics ■**

3 hours--Prereq.: 1214 or 1314; CHEM 1114. An examination of the methods and techniques that have led to significant discoveries and themes in modern biological sciences, ranging from biodiversity and evolution through cell biology and genetics. Techniques in the critical evaluation of scientific literature and current issues will be included throughout the course, as well as the ethical aspects of data collection and analyses. Considerations of specific biomedical ethics issues will be incorporated into class activities.

**BIOL 3134 Field Zoology ■**

4 hours--Prereq.: 1314. An introduction to local animal life based upon classification, distribution, and natural history of representatives of the animal phyla of this region. Lecture, laboratory, and field.

**BIOL 3214 Field Ornithology ■**

4 hours--Prereq.: 1314. An introduction to avian biology with emphasis on field study of life history, ecology, and ethology of local birds. Lecture, laboratory and independent field projects.

**BIOL 3245 Comparative Vertebrate Anatomy ■**

5 hours--Prereq.: 1314. Comparison of anatomical structure in vertebrate types. Lecture and laboratory.

**BIOL 3254 Medical Entomology ■**

4 hours--Prereq.: 1314. A study of insects and other arthropods with relation to their importance in human medicine.

**BIOL 3314 Mammology ■**

4 hours--Prereq.: 1314. An introduction to mammalian biology, diversity, anatomy, evolutionary history, systematics, and zoogeography. Laboratory exercises will emphasize structural anatomy and the identification and natural history of Oklahoma mammals.

**BIOL 3324 Herpetology ■**

4 hours--Prereq.: 1314. An introduction to the biology of amphibians and reptiles including anatomy, diversity, evolutionary relationships, physiology, systematics, and zoogeography. Laboratory exercises will emphasize structural anatomy and the identification and natural history of Oklahoma reptiles and amphibians.

**BIOL 3343 Experimental Molecular Biology ■**

3 hours--Prereq.: 1314, 2345. A study of the experimental approach and techniques used in molecular biology. Emphasis will be placed on the extraction, isolation, and purification of proteins and nucleic acids of bacteria, fungi, plants, and animals.

**BIOL 3434 Genetics ■**

4 hours--Prereq.: 1314; 1214 or 2345; 2184; CHEM 1114 and 1214. A study of basic principles in inheritance including Mendelism and Molecular mechanisms and recombinant DNA technology. Lecture and laboratory.

**BIOL 3452 Advanced Genetics ■**

2 hours--Prereq.: 3434. Continuation of course 3434.

**BIOL 3553 Genomics and Bioinformatics ■**

3 hours--Prereq.: 1214 or 1314; 2243. Introduction to the study and analyses of genomes and the functions and relationships (broadly including biochemical activity and biological function) of all the genes within a genome. Topics will include techniques and methods in genetics, genome sequencing, sequence alignment, gene and protein analysis, microarray analysis, proteomics and database searching.

**BIOL 3615 Human Anatomy and Physiology ■**

5 hours--Prereq.: 1314 and 4 to 8 hours Chemistry: Degree credit not allowed in both 3615 and 3634, or in 2184 and 3615. An introduction to the structure and functions of the various systems of the human body including a study of respiration, digestion, metabolism, and nutrition; a study of the special senses, internal secretion, and muscular and nervous systems. Lecture and laboratory.

**BIOL 3634 Human Physiology ■**

4 hours--Prereq.: CHEM 1114, BIOL 2184 or 2345 or 3245. Degree credit not allowed in both BIOL 3615 and 3634. Function of the human body; physical and chemical changes which occur in living systems. Laboratory studies in the physical and chemical nature of energy changes occurring in living systems, and their evaluation under varied conditions. Lecture and laboratory.

**BIOL 3654 Histology ■**

4 hours--Prereq.: 1314. Introduction to the essentials of microanatomy of tissues and organs. Lecture and laboratory.

**BIOL 3683 Immunology ■**

3 hours--Prereq.: 2345. An introductory study of the principles, mechanisms, and clinical applications of the immune response.

**BIOL 3712 Foundations of Biology ■**

2 hours--A survey by study of original sources and compilations of the sequence of biological discoveries and the men associated with them, and of the growth of biological theories and the development of scientific thought. Lecture and library.

**BIOL 3814 Plant Kingdom ■**

4 hours--Prereq.: 1214. Representative plants from important groups studied as to general structure and function of each part; methods of reproduction; the development of plants from the simplest to the highest forms. Lecture and laboratory.

**BIOL 3934 Limnology ■**

4 hours--Prereq.: 1214, 1314; CHEM 1114, 1214. Introduction to the study of freshwater biology; physical and chemical factors, plankton analysis, bottom fauna lake and stream mapping and productivity studies. Lecture and laboratory.

**BIOL 4113 Vertebrate Embryology ■**

3 hours--Prereq.: 1314. Outline of facts and factors in embryonic development of fishes, amphibians, reptiles, birds and mammals.

**BIOL 4123 Genetics and Evolution ■**

3 hours--Prereq.: 1214, 1314 and 3434. Modern evolutionary theory with special reference to related genetic mechanism.

**BIOL 4144 Natural History of the Vertebrates ■**

4 hours--Prereq.: 1314. Principles of distribution, classification, life histories, ecology and ethology of the common vertebrates. Emphasis given to the terrestrial forms of local areas. Laboratory and field work emphasizes collecting techniques, identification and preparation of specimens. Lecture, laboratory, and field.

**BIOL 4214 Taxonomy of Flowering Plants ■**

4 hours--Prereq.: 1214. Identification and classification of plants, especially of the local flora; construction and use of keys and the preparation of an herbarium. Lecture, laboratory, and field.

**BIOL 4313 Cell and Molecular Biology ■**

3 hours--Prereq.: 12 hours of biology and CHEM 1214. Cytology, biochemistry, molecular regulation, and function of cells and organelles. Emphasis is on the eucaryotic cell.

**BIOL 4414 Ecology ■**

4 hours--Prereq.: 1314 and either 3245 or 3434 or 3634. A study of the structure and function of the ecosystem including a survey of the aquatic and terrestrial habitats. Lecture, laboratory, and field.

**BIOL 4473 Nature Study ■**

3 hours--Common names, natural histories, and interrelationships of local flora and fauna; survey of habitat types, collections, and nature projects. Problems of conservation of wildlife. Lecture and field laboratory. This course is not applicable on major or minor in Biology.

**BIOL 4513 Environmental Biology ■**

3 hours--Prereq.: 1114 or equivalent. A study of modern ecological principles for environmental science and education majors. Not applicable on major or minor in Biology.

**BIOL 4534 Wildlife Management ■**

4 hours--Prereq.: 1214 or 1314. The application of scientific principles to the ecological problems associated with the management of wildlife populations and their habitats. Lecture and laboratory.

**BIOL 4545 Advanced Molecular Biology ■**

5 hours--Prereq.: 2345, 4313. An in-depth investigation of specific enzymes and reagents that modify nucleic acids both in vivo and in vitro. The theory behind biochemical activity, optimal reaction conditions and practical applications in bioengineering will be explored in both lecture and laboratory. The practical portion of the course will be project driven and will incorporate analyses of the current scientific literature.

**BIOL 4553 Pathogenic Microbiology ■**

3 hours--Prereq.: 1214 or 1314, 2345, eight additional hours of Biology, CHEM 3114. The course will focus upon bacterial, fungal, and viral diseases. It will primarily cover human diseases and agriculturally important diseases in crops and livestock. Routes of infection such as air borne, water borne, food borne, soil borne, arthropod borne, and sexual contact will be investigated. Characteristics of infective organisms and their mechanisms of infection in different organisms will be included in the discussion.

**BIOL 4614 Animal Parasitology ■**

4 hours--Prereq.: 1314. Morphology, life history, and classification of the more important parasites of animals; host-parasite relationship and methods of control. Lecture, laboratory, and field.

**BIOL 4713 Methods of Teaching Secondary Biological Science**

3 hours--Prereq.: Twelve hours biology. Philosophy, methodology and resources for teaching high school biology.

**BIOL 4765 Molecular Genetics ■**

5 hours--Prereq.: 1214 or 1314, 3434. A study of the molecular mechanisms controlling gene regulation and development in prokaryotic and eukaryotic organisms. Techniques in genetic engineering and genomics will be included in both lecture and laboratory sessions. Special topics such as molecular genetics of the cell cycle and of cancer will be covered.

**BIOL 4881 Biology Senior Seminar**

1 hour--Prereq.: Departmental approval. Directed study on biological activities related to senior level assessment. (This course should be taken during the semester prior to graduation.)

**BIOL 4981-4 Seminar in Biology (Subject named in title listing)**

1 to 4 hours--Prereq.: Departmental approval. Directed study on special subject or problem.

**BIOL 4991-4 Individual Study in Biology (Subject named in title listing)**

1 to 4 hours--Prereq.: Departmental approval. Directed individual study on special subject or problem. Open only to selected undergraduates.

**BIOL 5144 Freshwater Invertebrate Zoology**

4 hours--Prereq.: 2644 and at least twelve hours additional biology. Identification and ecology of fresh water invertebrates. Lecture, laboratory, and field.

**BIOL 5313 Microbiology and Man**

3 hours--A survey of the microorganisms, their form, function, and importance in personal and community health and ecology. This course designed primarily as general education for graduate students.

**BIOL 5413 Common Plants of Oklahoma**

3 hours--Plant groups of general interest to the layman, including study of basic characteristics of plant families and environmental factors which tend to limit their distribution to certain plant communities. This course is designed primarily as general education for graduate students. Lecture, laboratory, and field.

**BIOL 5433 Human Genetics**

3 hours--A study of the basic principles of human genetics and related biological problems important to our society.

**BIOL 5981-4 Seminar in Biology (Subject named in title listing)**

1 to 4 hours--Prereq.: Departmental approval. Directed intensive study on selected problem or special topic.

**BIOL 5991-4 Individual Study in Biology (Subject named in title listing)**

1 to 4 hours--Prereq.: Graduate standing and twelve hours biology. Directed intensive study on definite problem or special subject, based on approved outline or plan; conferences, oral and written reports.

## Courses in Business Administration

**BSEC 2603 Business and Economic Statistics ■**

3 hours--Prereq.: A grade of C or higher in MATH 1513 or MATH 2613; or departmental approval. Summarizing and analyzing data for practical use in solving commonly encountered analytical problems in accounting, business or economics. Computerized solution methods emphasized. Students planning to enter graduate school following graduation are strongly advised to take MATH 2213, in lieu of BSEC 2603.

**BSEC 5113 Special Topics in Quantitative Methods (Subject named in title listing)**

3 hours--Prereq.: 2603 and departmental approval. In depth study of selected quantitative methods topics. May be repeated for credit when the topics vary.

**BUS 1113 Introduction to Business ■**

3 hours--Introductory course for students of business; the scope of business activity and the methods of solving business problems; career opportunities in business; survey of various fields of business.

**BUS 2881-4 Special Studies in Business Administration (Subject named in title listing)**

1 to 4 hours--Prereq.: Departmental approval. Directed group study on special subject or problem.

**BUS 3013 Native American Economic Development ■**

3 hours--This course will provide an overview of the three primary methods utilized in Indian Country by tribal leadership to effect economic development for their sovereign nations. The course will examine the history of the economic development in Indian Country, the purposes behind each of the three development methods and will utilize three Native American Nations (Chickasaw, Cheyenne-Arapaho and Lakota Sioux) as examples of successful development by Native American Nations.

**BUS 4103 International Business**

3 hours--Prereq.: ECON 2003, MGMT 3013, MKTG 3313 and senior standing, or departmental approval. An understanding of international business including its importance in today's world, the evolution of international institutions and the monetary system, the differences and similarities among nations and cultures, and the special characteristics of the business functions in a global setting.



**BUS 4213 Business Ethics**

3 hours--Prereq.: BUCOM 3133, BUSLW 3213 or departmental approval. This course focuses on what constitutes right or wrong behavior in the business world and on how moral and ethical principles are applied by businesspersons to situations that arise in their daily activities in the workplace. Degree credit not allowed in both ACCT 3413 and BUS 4213.

**BUS 4303 Business Strategy and Policy ■**

3 hours--Prereq.: BUCOM 3133, BUSLW 3213, MGMT 3013, MGMT 3063 or ACCT 3203, MKTG 3313, FIN 3113, senior standing, course to be taken last semester of senior year; or departmental approval. An integrated approach to the formulation and implementation of corporate strategy emphasizing knowledge gained in earlier accounting and business administration courses.

**BUS 4613 Professional Consulting**

3 hours--Prereq.: Senior standing or departmental approval. A course that combines classroom lecture and practical application with the case or project methods of instruction. A team of students with faculty supervision, works in a consulting role with an organization to recommend solutions to some problem. Students typically apply techniques in strategic planning, market research, promotion, feasibility analysis, financial analysis, and/or operations management.

**BUS 4621-4 Internship**

1-4 hours--Prereq.: School of Business Major, BUCOM 3133, BUSLW 3213, FIN 3133, MGMT 3013, MIS 3433, MKTG 3313, 12 hours in concentration, minimum GPA 3.0 in prerequisite courses and department approval. Minimum of 100 hours on-the-job learning experience related to student's major for each credit hour earned. Daily journal and written report required. Student will be evaluated by faculty sponsor and by on-the-job supervisor. Internship requires prior departmental approval and a formal agreement among the student, department, and employer. Internship is graded on pass/fail basis.

**BUS 4981-4 Seminar in Business (Subject named in title listing)**

1 to 4 hours--Prereq.: Departmental approval. Directed group study on special subject or problem. Work may be done in any area of Business Administration Department.

**BUS 4991-4 Individual Study in Business (Subject named in title listing)**

1 to 4 hours--Prereq.: Departmental approval. Directed individual study on special subject or problem. Open only to selected undergraduates. Work may be done in any area of Business Administration Department.

**BUS 5123 Organizational Communications and Leadership**

3 hours--Prereq.: Departmental approval. Addresses mechanisms by which ideas are transmitted within an entity: the utilization of human resource management skills and the development of leadership and communication skills. Human resource management topics pertaining to the selection, performance appraisal, compensation, training, and retention of personnel are addressed in the first section of this course. Oral and written communication skills and leadership skills requisite to successful careers in either the public or private sector are enhanced in the second portion of the course.

**BUS 5981-4 Seminar in Business (Subject named in title listing)**

1 to 4 hours--Prereq.: Departmental approval. Directed intensive study on selected problem or special topic. Work may be done in any area of Business Administration Department.

**BUS 5991-4 Individual Study in Business (Subject named in title listing)**

1 to 4 hours--Prereq.: Graduate standing and twelve hours business.

Directed intensive study on selected problem or special subject, based on approved outline or plan; conferences, oral and written reports. Work may be done in any area of Business Administration Department.

**BUCOM 3133 Business Communication and Report Writing ■**

3 hours--Prereq.: ENG 1113 and a C or higher in either ENG 1213 or HNRS 2313. The essential qualities of business writing; principles of writing effective business letters and reports; the psychology and techniques used in modern business writing and experience in writing various kinds of business letters. Analysis of business problems; methods of data collection; organization of data; analysis and interpretation; questionnaire construction; graphic aids; proposal preparation; actual writing of proposal and formal report.

**BUSLW 3213 The Legal Environment of Business**

3 hours--Prereq.: Junior standing or departmental approval. Introduction to the American legal environment with an overview of the legal system as it affects the individual's relationship with other individuals, the government, and commerce. The course explores basic issues and topics such as the meaning and function of law, torts, contracts, product liability, agency, and employment law.

**BUSLW 3253 Business Law**

3 hours--Prereq.: 3213 or departmental approval. Basic principles of law as applied to business transactions. Topics include: contracts, sales, commercial paper, business organizations and accountants' legal liability.

**BUSLW 4253 Employment and Labor Law**

3 hours--Prereq.: Junior standing or departmental approval. Students will learn the basics of employment and labor law so they can legally hire, evaluate and manage employees as a manager, supervisor, small business owner, human resource specialist, or corporate executive. Students will learn the difference between an employee and independent contractor; the basic types of employee benefits; effective hiring, evaluation, and termination procedures; discrimination and labor laws; and workplace safety rules. This course covers the employment and labor law topics found on the SHRM Assurance of Learning Assessment exam. This course is normally offered online in the summer semester only.

**BUSLW 5133 Contemporary Legal Issues**

3 hours--Prereq.: 3213 and departmental approval. Examines legal constraints affecting managerial decision making and business behavior. Topics include securities, secured transactions, intellectual property, legal aspects of bankruptcy, legal liability of accountants, employment law, environmental law, and internet-related legal issues.

**ECON 2003 Principles of Macroeconomics ■**

3 hours--The first part of the course will examine variables such as output, unemployment, and inflation which are important in examining how the economy is doing. Then the course will examine the business cycle: why the economy might enter a recession, what policy options the government, including the Federal Reserve, has at its disposal to affect the business cycle. After this course, students will be better able to analyze economic discussions and have a better comprehension of economic events as they occur.

**ECON 2013 Principles of Microeconomics ■**

3 hours--Prereq.: A grade of C or higher in ECON 2003 or departmental approval. This course is designed to introduce students to basic principles of microeconomics and to develop an understanding of the behavior of individual agents and how their actions may be coordinated in firms and markets. Topics include international trade, supply and demand, consumer behavior, production, market structures, labor market and poverty, and taxation.



**ECON 5143 Applied Economics**

3 hours--Prereq.: 2013 and departmental approval. Utilizes microeconomics and macroeconomics concepts to formulate business decisions under local, regional, and international settings. Topics include: supply and demand analysis; production theory; evaluation of costs, prices, and investment levels; market structure analysis; international economics issues; and the impact of national monetary and fiscal policies on national income, inflation and interest rates.

**ECON 5981-4 Seminar in Economics (Subject named in title listing)**

1 to 4 hours--Prereq.: Departmental approval. Directed intensive study on selected problem or special topic.

**ECON 5991-4 Individual Study in Economics (Subject named in title listing)**

1 to 4 hours--Prereq.: Accounting Department approval. Directed intensive study on definite problem or special subject, based on approved outline or plan; conferences, oral and written reports.

**ENTR 3103 Introduction to Entrepreneurship**

3 hours--Prereq.: Junior standing or departmental approval. This course provides the student with the fundamentals of entrepreneurship and covers the entrepreneurial process from conception to harvest of the new venture. It concentrates on identifying the attributes of entrepreneurs, the process of searching for opportunities, evaluating the viability of a new venture, financing, starting and operating the new venture. This course is normally taught in the fall semester only.

**ENTR 3203 High Technology Entrepreneurship**

3 hours--Prereq.: 3103 or departmental approval. This course provides students with an applications-oriented understanding of the unique industry contexts, strategic opportunities, and constraints faced by high technology new ventures. Such ventures are typically funded with high risk/high return venture capital, and expected to achieve liquidity for investors in approximately five years from start-up. Topics to be discussed include: the technology commercialization process; technology application opportunities; and the venture capital continuum.

**ENTR 3303 Marketing for the Entrepreneur**

3 hours--Prereq.: 3103, MKTG 3313 or departmental approval. The course identifies and applies the different marketing visions, approaches and practices used by entrepreneurs to compete in highly competitive markets. Further, this course will identify the differing strategic and tactical focuses and applications used by today's entrepreneurs inclusive of the strategic application of various technologies.

**ENTR 4403 Entrepreneurial Finance**

3 hours--Prereq.: 3103, FIN 3113 or departmental approval. Entrepreneurial Finance focuses on the primary financial elements necessary in starting, growing and harvesting the venture. These elements are: financial assessment of opportunity, marshaling resources, bootstrapping, creating the financing package, cash flow, and sources of capital. Topics include: valuation; deal structuring; merger and acquisition; and capital sources (e.g. founders, family, friends, Angels, venture capitalists, and banks).

**ENTR 4413 Business Planning and Strategy for Entrepreneurs**

3 hours--Prereq.: 3103 or departmental approval. Students will learn to evaluate and analyze various entrepreneurial opportunities against their personal and professional goals and lifestyle criteria. After assessing the feasibility of multiple opportunities, students select one to research and form a strategy for the business. Students will research, collect data, and make decisions to shape the business. With this information, students will write a full business plan, including a product and service plan, a

management and organizational plan, a marketing plan, and a financial plan. This course uses the Kauffman Foundation curriculum in sequence with ENTR 3103 and ENTR 4503. This course normally offered in the fall semester only.

**ENTR 4503 Venture Creation**

3 hours--Prereq.: 3103, FIN 4623, MKTG 3813, and senior standing; or departmental approval. This capstone course provides students with a series of concepts, frameworks and analytical techniques that will enable the student to manage entrepreneurially in rapid growth situations. Students will learn to anticipate the unique and specific problems that accompany starting and growing an entrepreneurial firm by creating value through innovation and opportunity capture rather than by just efficiently managing ongoing operations. In addition, students will learn how to formulate and complete a formal business plan. This course normally taught in the spring semester only.

**ENTR 4603 Entrepreneurship Internship**

3 hours--Prereq.: 3103, 3203 or departmental approval. The entrepreneurship internship introduces the entrepreneurship student to the culture of the entrepreneur. The internship requires the intern to participate in a set of pre-selected activities. A required report and portfolio will detail their experiences in the company. The portfolio will include copies of the work they have done in performance of their internship (e.g. marketing plan, strategic plan, business plan, and financial statements). The report will be a narrative of their internship experience.

**FIN 1113 Financial Literacy**

3 hours--This course introduces ideas, concepts, and skills that will enable students to become wise and knowledgeable consumers, savers, investors, and users of credit. A "hands on" instructional approach, that directly applies the concepts learned in this course to the management of money, will empower students to incorporate these techniques in their daily lives and become effective participants in the global workforce and society.

**FIN 3003 Money and Banking ■**

3 hours--Prereq.: ECON 2003, 2013 or departmental approval. The course examines central banks and the Federal Reserve System, money and monetary policy, interest rates, foreign exchange markets, the international financial system, commercial banks, saving associations and credit unions. This course normally offered in the spring semester only.

**FIN 3113 Financial Management**

3 hours--Prereq.: A grade of C or better in BSEC 2603, ACCT 2103, ECON 2003; or departmental approval. A study of the principles, institutions, instruments and procedures whereby business enterprises obtain and utilize funds to finance operations. The study involves analysis and evaluation of forms of business organizations, financial planning, internal and external provisions of short-term and long-term financing for promotion, expansion and reorganization.

**FIN 3223 Investment Analysis and Management**

3 hours--Prereq.: 3113 or departmental approval. The course examines risk and return, diversification, capital asset pricing theory, asset allocation, fixed-income securities, stocks, derivatives, mutual funds, equity valuation, investment policies, the efficient market hypothesis, and behavioral finance. This course normally offered in the spring semester only.

**FIN 3833 Commercial Bank Management**

3 hours--Prereq.: 3113 or departmental approval. This introductory course in bank management provides an overview of commercial bank management. Topics include: bank services, organizations and regulatory

environment; asset and liability management; bank capital, cash assets, and the competition for funds; managing the investment portfolio; extending credit to business and individuals, international banking; trust services; and bank mergers and acquisitions. This course normally offered in the fall semester only.

#### **FIN 3913 Principles of Insurance and Risk Management**

3 hours--Prereq.: Junior standing or departmental approval. The primary focus of this course is on evaluating life, health, retirement, property, liability and personnel exposures to loss and analyzing the methods for managing these risks. Risk management and insurance techniques for dealing with potential losses to individuals and organizations will be emphasized. This course is normally offered in the spring semester only.

#### **FIN 4103 Essentials of Banking and Finance**

3 hours--Prereq.: 3113 and admission to the Banking and Finance Certificate Program or departmental approval. The course will cover financial and banking products, banking regulations, personal financial statement analysis and ethical issues specific to the above areas of study. Student learning will be enhanced by working directly with business professionals in the areas of finance and banking. This course normally offered in the spring semester only.

#### **FIN 4263 Real Estate Development and Investment**

3 hours--Prereq.: 3113 or departmental approval. This course introduces students to the commercial and residential real estate development and investment process. Course materials, lectures, discussions and cases focus on issues critical to the success of any new real estate venture, from the inception of an idea to the design, construction and management of income-producing real estate. Emphasis is placed on identifying development opportunities in a rapidly changing real estate environment. This course is normally offered in the spring semester only.

#### **FIN 4623 Applied Finance**

3 hours--Prereq.: MIS 1903 and FIN 3113; or departmental approval. This course addresses how a firm effectively raises and invests capital. It examines business valuation and financial performance, financial statement forecasting, and effective working capital management. This course is normally offered in the fall semester only.

#### **FIN 5153 Financial Analysis and Decision Making**

3 hours--Prereq.: 3113 and departmental approval. Applies concepts of finance to business problems within the context of examining trade-offs between risk and return. Topics include use of historical financial ratio analysis to project and budget for future cash needs, perform capital budgeting, estimate the current valuation of assets, manage current assets, establish short-term financing requirements, modify the long-term debt policy, and develop an appropriate capital structure.

#### **MGMT 3013 Principles of Management ■**

3 hours--Prereq.: Junior standing or departmental approval. A study of the modern organization, and the fundamental processes which operate to move the organization and its members toward objective accomplishment. Emphasis is given to the basic administrative aspects, including establishing of policy and objectives, communication, leadership, motivation, organizational structure, decision making, and control.

#### **MGMT 3043 Human Resources Management ■**

3 hours--Prereq.: 3013 or departmental approval. An introduction to the development, application and evaluation of policies, procedures, and programs for the recruitment, selection, development, and utilization of human resources in an organization.

#### **MGMT 3063 Production/Operations Management ■**

3 hours--Prereq.: 3013, BSEC 2603, or departmental approval. An

introduction to the basic business function of production and operations management. The student will study a synthesis of concepts and techniques that relate directly to productive systems and enhance their management. This management activity is aimed at the direct resources required to produce the goods and/or services provided by an organization.

#### **MGMT 3103 Organizational Behavior**

3 hours--Prereq.: 3013 or departmental approval. A study of the human aspects of the organization and its relation with other organization components. Topics including leadership motivation, job satisfaction, group dynamics, and organization climate will be examined. This course normally offered in the fall semester only.

#### **MGMT 3111 PM - Introduction to Project Management**

1 hour--Prereq.: 3013 or departmental approval. The course introduces students to the tools commonly used in project management and the project management standards developed by the Project Management Institute (PMI®). The course also covers the following project management areas of knowledge: (1) the project lifecycle and the organization; (2) project management processes for a project; and (3) project integration management. This five week course is normally offered in the fall semester only.

#### **MGMT 3121 PM - Project Planning**

1 hour--Prereq.: 3013 or departmental approval. The course covers the following project management areas of knowledge: (1) project scope management and (2) project time management. This five week course is normally offered in the fall semester only.

#### **MGMT 3131 PM - Project Management Systems**

1 hour--Prereq.: 3013 or departmental approval. The course covers project management systems using Microsoft Project. This five week course is normally offered in the fall semester only.

#### **MGMT 3213 Labor Relations Management**

3 hours--Prereq.: 3013 or departmental approval. Emphasizes labor-management cooperation. Includes the history, application, and interpretation of labor laws; certification, contract negotiation, and administration; and behavioral issues in labor-management relations. This course normally offered in the spring semester only.

#### **MGMT 4111 PM - Project Controls**

1 hour--Prereq.: 3131 or departmental approval. The course covers the following project management areas of knowledge: (1) project quality management and (2) project risk management. This five week course is normally offered in the spring semester only.

#### **MGMT 4121 PM - Project Resource Management**

1 hour--Prereq.: 3131 or departmental approval. The course covers the following project management areas of knowledge: (1) project human resources management; (2) project communication management; and (3) project stakeholder management. This five week course is normally offered in the spring semester only.

#### **MGMT 4131 PM - Project Budgeting**

1 hour--Prereq.: 3131 or departmental approval. The course covers the following project management areas of knowledge: (1) project cost management and (2) project procurement management. This five week course is normally offered in the spring semester only.

#### **MGMT 4313 Compensation and Benefits**

3 hours--Prereq.: 3013 and admission to the Human Resources Management Certificate Program; or departmental approval. This course examines how to develop, select, implement, administer, and evaluate compensation and benefits programs for all employee groups in order

to support the organization's goals, objectives, and values. This course covers the compensation and benefits topics found on the SHRM Assurance of Learning Assessment exam. This course normally offered in the fall semester only.

#### **MGMT 4323 Human Resources Development**

3 hours--Prereq.: 3013 and admission to the Human Resources Management Certificate Program; or departmental approval. This course focuses on the integrated use of training, organization, and career development efforts to improve individual, group, and organizational effectiveness. The course helps students develop the key competencies that enable individuals in organizations to perform current and future jobs through planned learning activities. The course also demonstrates how groups within organizations use human resource development to initiate and manage change and ensure a match between individual and organizational needs. This course covers the human resource development topics found on the SHRM Assurance of Learning Assessment exam. This course normally offered in the spring semester only.

#### **MGMT 4511 PM - Capstone - Advanced Project Management Systems**

1 hour--Prereq.: 4131 or departmental approval. The course covers the advanced project management systems utilized in industry. This five week course is normally offered in the fall semester only.

#### **MGMT 4522 PM - Capstone - Leading Project Management - Case Study**

2 hours--Prereq.: 4131 or departmental approval. The course integrates prior project management knowledge through the use of a comprehensive case study. Students present their comprehensive project plans and provide feedback on lessons learned. This ten week course is normally offered in the fall semester only.

#### **MGMT 4623 Leadership**

3 hours--Prereq.: 3013 or departmental approval. This course begins with a personal exploration of individual leadership abilities building an awareness of previous held beliefs that support or hinder the development of the students' leadership potential. The course includes significant leadership skills including communication, negotiation, conflict resolution, motivation, relationship creation, collaboration techniques, and culture development. The course outcome includes synthesizing the above topics into a values based authentic leadership statement appropriate for a dynamic and diverse environment. This course normally offered in the spring semester only.

#### **MGMT 4813 PM - Project Management Professional (PMP) Certification Prep Course**

3 hours--Prereq.: 4522 or departmental approval. The course reviews the project management standards developed by the Project Management Institute (PMI®) and knowledge areas outlined in A Guide to the Project Management Body of Knowledge (PMBOK® Guide).

#### **MIS 1903 Computer Business Applications ■**

3 hours--Introduction to the microcomputer and the most widely used personal computer applications software. The student will learn essential computer concepts and the rudiments of operating systems, using a LAN network, writing with a word processor, designing and building spreadsheets and effectively using database management systems. The hands-on approach is used extensively throughout the course.

#### **MIS 3423 .Net Web Development**

3 hours--Prereq.: CMPSC 1113. In this course, students will apply object oriented programming concepts to application development using current software development tools and the .Net platform. Students will

learn Web based programming techniques using current Web development software. Students will access data in databases and develop appropriate user interfaces to display the data. This course normally taught in the spring semester only.

#### **MIS 3433 Management Information Systems**

3 hours--Prereq.: A grade of C or higher in MIS 1903 or departmental approval. This course is designed to help the student attain information system literacy, a basic understanding of the value and use of information systems for business organization operations, management decision making, and strategic advantage. The course treats the subject area known as Information Systems (IS), Management Information Systems (MIS), and Computer Information Systems (CIS).

#### **MIS 3453 Advanced Computer Business Applications**

3 hours--Prereq.: 1903, BSEC 2603 or departmental approval. Study of advanced techniques for addressing complex business problems using microcomputer software packages. MS Excel is explored in depth, including extensive programming using Visual Basic for Applications. Additional database management, project scheduler, and statistical packages may also be used. The information covered in this course will include material to prepare a student to seek Microsoft Office Excel Expert Certification.

#### **MIS 3613 Data Communications and Computer Networks**

3 hours--Prereq.: Junior standing or departmental approval. Data communications and teleprocessing systems principles are examined in detail. Major topics include hardware, networks (LANs and WANs), protocols and architectures, and the planning and management of data communications and teleprocessing systems. The material covered in this course will include material to prepare a student to seek A+ and Network + certifications. This course normally offered in the spring semester only.

#### **MIS 3823 Information Management and Policy**

3 hours--Prereq.: 3433. Areas looked at are the philosophical and theoretical foundations of information systems security policies. This course will look at the complex legal, regulatory, and policy issues information on society, government, and the economy has created. The students will explore issues on the impact of privacy concerns, eCommerce, information, social equity, crime, free speech, telecommunications, and how this relates to information policies.

#### **MIS 4443 Computer Accounting Applications ■**

3 hours--Prereq.: 1903, ACCT 3303 or departmental approval. Designed to give the student an introduction to application of the computer to accounting systems. Topics covered include current tools and techniques, development and control of information systems, and application to purchasing, production and revenue cycles.

#### **MIS 4513 Structured Systems Analysis and Design ■**

3 hours--Prereq.: 3433, CMPSC 1113 or departmental approval. A project-oriented study of the systematic analysis, design and implementation of software systems. Includes structured approaches to traditional systems development, introduction to computer aided systems engineering (CASE), standards, documentation, project management and communication skills. The course will include usage of Microsoft Team Foundation Server to manage the development process. This course normally offered in the fall semester only.

#### **MIS 4653 Data Base Theory and Applications ■**

3 hours--Prereq.: 3433, CMPSC 1113 or departmental approval. Database concepts and structures. File and data management principles underlying database construction. Fundamental types of database models with emphasis on relational databases and the use of Microsoft SQL Server. Practice in analysis, design, development, and optimization of working



database applications with regard to a variety of problems. This course normally offered in the fall semester only.

#### **MIS 4753 MIS Development Project ■**

3 hours--Prereq.: 4513, 4653 and senior standing; or departmental approval. Development of a project which utilizes knowledge and skills obtained from Systems Analysis and Design, Database Theory and Applications, and Programming Language courses. Students will perform analysis and design, evaluate alternatives, and develop and demonstrate a working model of a system. The course will include usage of Microsoft Team Foundation Server to manage the development process. This course normally offered in the spring semester only.

#### **MIS 5163 Special Topics in Information Technology (Subject named in title listing)**

3 hours--Prereq.: 3433 and departmental approval. In depth study of selected information technology topics. May be repeated for credit when the topics vary.

#### **MKTG 3313 Principles of Marketing**

3 hours--Prereq.: Junior standing or departmental approval. A managerial approach to the study of marketing concepts. Emphasis given to planning, pricing, promotion, and physical distribution of a product or service.

#### **MKTG 3353 Retailing and eBusiness Management**

3 hours--Prereq.: 3313 or departmental approval. A practical study and comparison of traditional retailing and retailing on the internet, including products and services, buying/procurement, promotion, merchandising/distribution, payments, customer relationship management, ethics and security with an emphasis on logistics and how the internet has changed retailing. Some attention will also be paid to business marketing. This course normally offered in the spring semester only.

#### **MKTG 3423 Integrated Marketing Communications**

3 hours--Prereq.: 3313 or departmental approval. Analysis of advertising and promotional policies with emphasis on Integrated Marketing Communications and development of actionable promotion programs and strategies. This course normally offered in the spring semester only.

#### **MKTG 3813 Professional Selling**

3 hours--Prereq.: Junior standing or departmental approval. Skills to understanding the professional personal selling process and the management of a sales organization. Strong emphasis on the communications function of personal selling. Lecture sessions combined with experiential exercises and role playing. This course normally offered in the fall semester only.

#### **MKTG 4413 Marketing Research**

3 hours--Prereq.: 3313, BUCOM 3133, BSEC 2603, MIS 1903, or departmental approval. A study of modern marketing research techniques and their applications by management to problems of marketing strategy, development, implementation, and control. This course normally offered in the fall semester only.

#### **MKTG 4423 Marketing Management**

3 hours--Prereq.: 3313, MGMT 3013 and senior standing or departmental approval. A study of marketing from the view of the marketing executive and the firm. Major emphasis is on effective marketing planning, decision making and implementing marketing plans. Contemporary marketing issues and problems are addressed with focus on development of solutions to marketing problems. This course normally offered in the spring semester only.

#### **MKTG 4623 Marketing Analytics and Strategy**

3 hours--Prereq.: 3133, MIS 1903, BSEC 2613, MGMT 3063, and

senior standing; or departmental approval. Capstone course with focus on quantitative decision tools to analyze, plan and implement marketing strategies, programs and tactics. Topics include customer acquisition and retention, market share analysis, segmentation, customer loyalty, return on marketing investment, product performance, customer profitability, pricing strategy, sales force and channel management, and marketing promotion, advertising, and web metrics. This course normally offered in the spring semester.

#### **MKTG 5173 Marketing Analysis**

3 hours--Prereq.: Departmental approval. Translates conceptual understanding into specific operational plans. Topics include market analytics and metrics, segmentation targeting and positioning, pricing strategies, product development and selection, sales force utilization, advertising and promotion planning, and the development of the marketing plan.

#### **ORGL 3001 Prior Learning Portfolio Development**

1 hour--This course is designed to show students how to document college level learning that has been acquired outside of the college classroom. Students will learn how to create a portfolio to make their case by identifying prior learning clearly and succinctly. The portfolio should provide extensive supporting information and documentation that will allow faculty content experts to use it as the basis for evaluation. Portfolios may be submitted for only approved established courses. Please note that credit will not be recorded at the recording institution until at least 12 credit hours are completed with a minimum of a 2.0 grade point average.

#### **ORGL 3113 Foundations of Organizational Leadership and Personal Development**

3 hours--This course in an introduction to the Organizational Leadership Bachelor of Science Program. Essential components will include: overview of program expectations; principles of adult learning; resources for success including library, campus, online resources and mentoring relationships; personal wellness/stress and time management techniques; study and test-taking skills; and basic computer skills for working in an online environment.

#### **ORGL 3223 Professional Communication**

3 hours--A study of communication in the workplace within a framework of organizational ethics. Essential components and course content include: listening, verbal and nonverbal communication, written expression, and professional presentation methods.

#### **ORGL 3333 Data Analysis and Interpretation**

3 hours--This course will enable a student to develop an understanding of the application and interpretation of basic data analysis. Essential components and course content will include basic analysis from a user perspective. Hands-on exercises will enable students to utilize software such as Excel to solve problems and to interpret results.

#### **ORGL 3443 Survey of Fiscal Management**

3 hours--A managerial overview of fiscal management within organizations. Essential components and coursework content will include: understanding the components and articulation of financial statements, knowledge and application of financial ratios leading to understanding of organizational performance across time and in comparison to industry standards, utilization of financial information in the acquisition of capital and budgeting decisions, and a rudimentary understanding of cash flows.

#### **ORGL 4113 Ethics and Organizations**

3 hours--This course is designed to examine the dynamics of workplace and personal ethics through the study of basic philosophical theories. Essential components and course content will include: leadership in the context of self-governance, responsibility, adherence to principles,

integrity and constancy of purpose. Current case studies will be used to apply ethical theories.

#### **ORGL 4223 The Individual, the Organization, and Society**

3 hours--An examination of contemporary issues that affect organizations. Essential topics include environmental stewardship, social responsibility of the organization, effects and implications of globalization, the status of individual freedom within the organization, diversity, and the ramifications of technological change. This seminar course will be organized around student discussion and topical papers.

#### **ORGL 4333 Leading and Managing**

3 hours--A study of theories that influence leadership with application to a variety of work situations. Essential components and course content will include: basic leadership and behavior styles, negotiation, critical thinking, change, conflict resolution, ethics and social responsibility, and diversity in the workplace. Assessment of personal leadership abilities and personality traits will be included.

#### **ORGL 4443 Markets and Stakeholders**

3 hours--This course introduces the student to the concept of markets and stakeholders. Essential components and course content will include: an overview of competitive markets, buyer behavior, development of new markets and products, marketing communication, distribution channels, pricing and marketing mix strategies. It will include a discussion of external environmental factors and stakeholder analysis. Students will be able to evaluate market needs, select target markets and develop an appropriate mix.

#### **ORGL 4553 Capstone**

3 hours--This course provides the student the opportunity to integrate concepts and theories covered in the core with their area of focus. Students will design and implement a capstone project related to their area of focus culminating in a written and oral presentation. This course must be taken in the students' final enrollment period.

### **Courses in Business Communication**

(See Courses in Business Administration)

### **Courses in Business Law**

(See Courses in Business Administration)

### **Courses in Cartography**

#### **CARTO 2253 Elements of Cartography**

3 hours--Introduction to the science and art of mapmaking. Fundamentals include coordinate systems, scale, symbolization, projections and data classification. Several thematic mapping techniques will be introduced. Map design basics will also be covered.

#### **CARTO 2713 Elements of Data Collection and Field Studies**

3 hours--Prereq.: 2253 or departmental approval. Introduction to geographic data collection. Proper organization of field problems, formulation of hypotheses, data identification and acquisition, and analysis will be taught. Base map interpretation (topographic maps, aerial photography, remotely-sensed imagery) and field skills (preparation, field design issues, surveying and instrument use such as GPS and compass) will also be stressed.

#### **CARTO 3613 Advanced Cartography**

3 hours--Prereq.: 2253. Application of cartographic principles for complex mapping tasks. Subjects include atlas production, Internet ■ Denotes a Liberal Arts course.

maps, interactive cartography, animated mapping, terrain mapping, and perspective graphics.

#### **CARTO 3753 Aerial Photography and Remote Sensing**

3 hours--Prereq.: 2253, GEOG 1214, or departmental approval. Interpretation of maps, aerial photographs, and remotely sensed images for geographic research.

#### **CARTO 3953 Introduction to Geographic Information Systems ■**

3 hours--Prereq.: 2253, 3613 or departmental approval. An introduction to the use of GIS as a spatial analysis tool. This introduction is presented with an emphasis placed on the use of a fully functional system for guiding spatial analysis.

#### **CARTO 4753 Advanced Remote Sensing ■**

3 hours--Prereq.: 3753 or departmental approval. Advanced theory and techniques for digital image processing (preprocessing, enhancement, classification, post classification analysis, special transformations, multi-temporal data analysis for change detections) of satellite imagery related to earth resources and incorporation into geographic information systems.

#### **CARTO 4941-10 Internship (Field named in title listing)**

1 to 10 hours--Prereq.: Sophomore standing or higher, acceptance in approved "Cooperative Education Program" and departmental approval. A supervised work experience in cartography that provides for practical applications in mapping.

#### **CARTO 4953 Advanced Geographic Information Systems ■**

3 hours--Prereq.: 3953. Presentation on advanced digital data structures and the use of software applications for maintaining and utilizing geographic information. Each student will develop and implement a GIS and analysis model.

#### **CARTO 4981-4 Seminar in Cartography (Subject named in title listing)**

1 to 4 hours--Prereq.: Departmental approval. Directed group study on special subject or problem.

#### **CARTO 4991-4 Individual Study in Cartography (Subject named in title listing)**

1 to 4 hours--Prereq.: Departmental approval. Directed individual study on special subject or problem. Open only to selected undergraduates.

#### **GECAR 3233 Geospatial Research Design and Analysis ■**

3 hours--Prereq.: CARTO 2253 and a statistics course. Basic techniques and methods of investigation and presentation of data related to spatial research.

#### **GECAR 4653 Senior Capstone Projects**

3 hours--Prereq.: 3233 and senior standing. This course requires students to develop, implement and present the results of a substantive individualized project in cartography, GIS, remote sensing and/or geography.

### **Courses in Chemistry**

#### **B/C/P 4113 Methods of Teaching Biological and Physical Sciences**

3 hours--Prereq.: EDUC 4043 or 4632. Philosophy, methodology and resources for teaching high school (7th - 12th grade) biology, chemistry, and physics.

#### **CHEM 1114 General Chemistry I ■**

4 hours--Prereq.: MATH 1513 or higher. This course deals with some of the fundamental laws, theories, definitions, and organizing schemes



relating to matter and energy and the changes that take place in them. It is a broad overview of the principles of chemistry and chemical reactivity. Previous exposure to chemistry is not assumed. Three hours lecture and two hours lab weekly.

#### **CHEM 1214 General Chemistry II ■**

4 hours--Prereq.: 1114. A continuation of 1114. Solution chemistry, acids and bases, electrochemistry, oxidation-reduction and molecular and ionic equilibria. The laboratory will include an introduction to qualitative analysis. Three hours lecture and three hours lab weekly.

#### **CHEM 1314 General Organic and Biochemistry ■**

4 hours--Prereq.: 1114. Three hours of lecture and two hours of lab per week. A continuation of 1114 for students whose majors do not require other chemistry courses. Will complete a thorough, but rounded, foundation in introductory chemistry through focus on selected topics in inorganic, organic, and biochemistry.

#### **CHEM 2881-4 Special Studies in Chemistry (Subject named in title listing)**

1 to 4 hours--Prereq.: Departmental approval. Directed group study on special subject or problem.

#### **CHEM 3114 Organic Chemistry I ■**

4 hours--Prereq.: 1214. Theory includes structure, nomenclature, physical properties, and reaction mechanisms pertinent to the chemistry of hydrocarbons of both the aliphatic and aromatic series. Lab work provides an introduction to syntheses and reactions of hydrocarbons including common purification techniques. Proper record keeping of experimental work also is stressed. Three hours lecture and three hours lab weekly.

#### **CHEM 3214 Quantitative Analysis I ■**

4 hours--Prereq.: 1214. A course in the fundamentals of gravimetric and volumetric analysis with emphasis on chemical equilibrium, calculations, separation techniques, and analysis of complex substances. Three lecture and three laboratory hours weekly.

#### **CHEM 3314 Quantitative Analysis II ■**

4 hours--Prereq.: 3214. Continuation of 3214.

#### **CHEM 3484 Instrumental Analysis ■**

4 hours--Prereq.: 3214. A study of emission and absorption spectrophotometry, separation techniques, and electrical analytical methods. Laboratory determinations will be performed using atomic absorption, gas chromatography, mass spectrometry, IR, UV, and visible spectrophotometry, flame emission, and other modern methods of analysis. Two hours lecture and four hours laboratory weekly. Formal laboratory reports will be required.

#### **CHEM 4114 Organic Chemistry II ■**

4 hours--Prereq.: 3114. Structure, nomenclature, physical properties, and reaction mechanisms pertinent to the chemistry of hydrocarbon derivatives (alkylhalides, alcohols, aldehydes, ketones, carboxylic acids, amines, etc.) are covered. Lab work includes syntheses, purification, identification (stress on I.R. spectroscopy), and lab record keeping. Three hours lecture and three hours lab weekly.

#### **CHEM 4213 Biochemistry ■**

3 hours--Prereq.: 3114. An introduction to the chemistry of living systems. The structure, nomenclature, and chemical properties of the major groups of biomolecules (carbohydrates, lipids, proteins, nucleic acids) are covered. The biochemical nature of enzymes, coenzymes, hormones, and selected metabolic pathways also are presented.

#### **CHEM 4221 Biochemistry Laboratory ■**

1 hour--Prereq. or Coreq.: 4213. Three hours of lab per week. Techniques (chromatography, electrophoresis, spectroscopy, etc.) for the preparation, identification, and quantification of representative biomolecules are covered. Attention also is given to the properties of enzymes and to the kinetics of enzyme catalyzed reactions.

#### **CHEM 4312 Teachers' Course in Chemistry**

2 hours--Prereq.: Departmental approval. Problems and methods in the teaching of chemistry.

#### **CHEM 4414 Advanced Inorganic Chemistry ■**

4 hours--Prereq.: 1214 and MATH 2825. A study of periodic arrangement of the elements, the chemistry of the representative and transition elements, and aspects of theoretical inorganic chemistry including chemical bonding, coordination chemistry, acid-base theories, and organometallic compounds. Four hours of lecture weekly.

#### **CHEM 4514 Physical Chemistry I ■**

4 hours--Prereq.: 1214, MATH 2825, and PHYS 1214. A fundamental course in the principles and applications of physical chemistry, including the gas laws, thermodynamics, thermochemistry, solution chemistry, phase equilibria, chemical equilibrium, kinetics, and electrochemistry. Three hours lecture and four hours laboratory weekly.

#### **CHEM 4614 Physical Chemistry II ■**

4 hours--Prereq.: 4514. A continuation of 4514 emphasizing quantum theory, atomic structure, symmetry, molecular spectroscopy, statistical mechanics, and nuclear chemistry. Three hours lecture and four hours laboratory weekly.

#### **CHEM 4981-4 Seminar in Chemistry (Subject named in title listing)**

1 to 4 hours--Prereq.: Departmental approval. Directed group study on special subject or problem.

#### **CHEM 4991-4 Individual Study in Chemistry (Subject named in title listing)**

1 to 4 hours--Prereq.: Departmental approval. Directed individual study on special subject or problem. Open only to selected undergraduates.

#### **CHEM 5981-4 Seminar in Chemistry (Subject named in title listing)**

1 to 4 hours--Prereq.: Departmental approval. Directed intensive study on selected problem or special topic.

#### **CHEM 5991-4 Individual Study in Chemistry (Subject named in title listing)**

1 to 4 hours--Prereq.: Graduate standing and twelve hours chemistry. Directed intensive study on definite problem or special subject, based on approved outline or plan; conferences, oral and written reports.

## **Courses in Chickasaw**

#### **CHI 1113 Chickasaw I ■**

3 hours--Introduction to elements of grammar, pronunciation, vocabulary-building skills, conversation, and easy reading activities of the Chickasaw language. The history and culture of the Chickasaw Nation will also be emphasized.

#### **CHI 2113 Chickasaw II ■**

3 hours--Prereq.: 1113. Continuation of the elements of grammar, pronunciation, and vocabulary-building skills, conversation, and reading activities of the Chickasaw language within its everyday contexts. The history and culture of the Chickasaw Nation will continue to be emphasized.

**CHI 3113 Chickasaw III ■**

3 hours--Prereq.: 2113. Continuation of the structure of the Chickasaw language with increased attention to its phonology, morphology and syntax. Vocabulary expansion and conversational practice will continue to be emphasized as well as the history and culture of the native speech community.

**CHI 4113 Chickasaw IV ■**

3 hours--Prereq.: 3113. A systematic review of the Chickasaw language. Vocabulary expansion and conversational practice will be emphasized as well as the history and culture of the native speech community.

## Courses in Choctaw

**CHO 1113 Choctaw I ■**

3 hours--Introduction to elements of grammar, pronunciation, vocabulary-building skills, conversation, and easy reading activities of the Choctaw language. The history and culture of the Choctaw Nation will also be emphasized.

**CHO 2113 Choctaw II ■**

3 hours--Prereq.: 1113. Continuation of the elements of grammar, pronunciation, and vocabulary-building skills, conversation, and reading activities of the Choctaw language within its everyday contexts. The history and culture of the Choctaw Nation will continue to be emphasized.

**CHO 3113 Choctaw III ■**

3 hours--Prereq.: 2113. Continuation of the structure of the Choctaw language with increased attention to its phonology, morphology and syntax. Vocabulary expansion and conversational practice will continue to be emphasized as well as the history and culture of the native speech community.

**CHO 4113 Choctaw IV ■**

3 hours--Prereq.: 3113. A systematic review of the Choctaw language. Vocabulary expansion and conversational practice will be emphasized as well as the history and culture of the native speech community.

## Courses in Communication and Performance Studies

**COMM 1001 Introduction to Communication and Performance Studies**

1 hour--Prereq.: for Communication and Performance Studies majors only. This course, to be taken during the freshman or sophomore year or immediately for transfer students, is intended to help Communication and Performance Studies majors with the creation of effective portfolios, expectations for and planning of their senior project, and, in the case of Speech Teacher certification, begin the process of preparing for the OSAT test. Students work with the instructor and with advisors. Grading is Pass/Fail. Fall only.

**COMM 1113 Fundamentals of Human Communication ■**

3 hours--Overview of the human communication process as it occurs in interpersonal, group, and public speaking contexts. Principles and techniques of preparing for, participating in, and evaluating communication behavior at the interpersonal, group, and public speaking levels.

**COMM 1153 Voice and Diction ■**

3 hours--Study of the physiology of speech; practice in improvement of vocal control, expansion of vocabulary, and introduction to the International Phonetic Alphabet.

■ Denotes a Liberal Arts course.

**COMM 1413 Acting I ■**

3 hours--Preliminary work to approach the problem of acting: Course concerns toning and conditioning of body and voice, character development through improvisational techniques, introduction to script analysis, and performance of scenes from representative dramatic literature.

**COMM 1612 Theories and Techniques in Dance I (Type of dance in title)**

2 hours--A study of beginning theories and techniques in dance, which promote the development of specific movement qualities and performance skills.

**COMM 1621 Dance Production**

1 hour--Prereq.: Departmental approval. Production, preparation, rehearsal methods, repertorial development, and performance in university spring dance concerts. Course may be repeated.

**COMM 1632 Movement for the Stage ■**

2 hours -- A study in the organic connections among action, concept, and emotion to promote the development of specific movement and/or spatial theories, techniques and qualities for the actor.

**COMM 2002 Career Preparation in Communication and Performance Studies**

3 hours -- Prereq.: 1113. Students pursue research into career opportunities for one holding a degree in communication and performance studies. Includes guest lecturers and alumni who have worked in the field or created new opportunities using the skills learned.

**COMM 2111 Musical Theatre Works**

1 hour -- Prereq.: Enrollment by audition. Practical application of musical theatre literature and vocal techniques through public performance, showcases, outreach opportunities, and touring. May be repeated for credit. Enrollment by audition.

**COMM 2153 Interpersonal Communication ■**

3 hours--Prereq.: 1113 or 2253. A study of the processes and effects of interpersonal communication. Provides practical experiences so students can evaluate interpersonal successes and failures, and improve interpersonal relationships.

**COMM 2233 Argumentation and Debate ■**

3 hours--Prereq.: 1113 or 2253. A study of reasoned discourse as practiced in debate. Includes research, case building, presentation, refutation, and defense in individual and team debate formats.

**COMM 2241 Intercollegiate Forensics**

1 hour--Prereq.: Departmental approval. Full semester participation in intercollegiate competitive speech events. May be repeated. May not be taken concurrently with 2441.

**COMM 2253 Communication in the Workplace ■**

3 hours--Fundamental communication skills for students planning to enter business and professional settings. Focus on interpersonal and group communication, interviewing and public speaking.

**COMM 2262 Social Dancing Techniques for the Stage**

2 hours--Prereq.: 1612. A study of fundamental theories and techniques in social dancing (Ballroom, Folk, and Square Dancing), which promote the development of specific movement qualities and performance skills in support of theatrical production.

**COMM 2313 Listening ■**

3 hours--A study of the process of listening. The course involves the theory and practice of listening, stressing the purposes for listening. Students are involved in practical experiences so they can evaluate their own successes and failures, and work to improve their listening skills under supervision.

**COMM 2333 Theatre in Life ■**

3 hours--Study of significant ideas of Western and other cultures as manifest in theatre. Both theatre theories and practices will be examined.

**COMM 2423 Acting II (Subject named in title listing) ■**

3 hours--Prereq.: 1413. Continuation of 1413. Analysis and performance techniques in different styles of period drama and/or specific acting techniques. Class focuses on a technique or style chosen for that semester (e.g., Acting in Film, Acting in Shakespeare [or Moliere or Shaw or Greek Tragedy], Method Acting, The Meisner Approach, Grotowski's Poor Theatre, etc.). Focus designated by letter before the number, e.g. S2423 Acting in Shakespeare, F2423 Acting in Film. Course may be repeated with different subject matter. May only apply once toward the major.

**COMM 2441 Theatre Production**

1 hour--Prereq.: Departmental approval. Participation in acting and/or technical assignments in college productions. May be repeated. May not be taken concurrently with 2241.

**COMM 2453 Introduction to Technical Theatre ■**

3 hours -- An introduction to the terminology and practices of technical theatre production. Exploration of modern theatrical production. Emphasis on practical application of technical theatre theories and concepts.

**COMM 2612 Theories and Techniques in Dance II (Type of dance named in title)**

2 hours--Prereq.: 1612. A study of intermediate theories and techniques in dance, which promote the development of specific movement qualities and performance.

**COMM 2881-4 Special Studies in Communication (Subject named in title listing)**

1 to 4 hours--Prereq.: Departmental approval. Directed group study on special subject or problem.

**COMM 3000 Junior Studies Review**

0 hour--Prereq.: for Communication and Performance Studies majors only. During their junior year, students work with the Program Coordinator through their advisors to complete their portfolio requirements and prepare proposals for senior projects or early preparation for the OSAT test. Recommended in the second semester of the student's junior year. Grading is Pass/Fail.

**COMM 3102 Dance Ensemble**

2 hour--Prereq.: Departmental approval. A study of advanced repertory development, presentation, and management as it relates to techniques, terminology, theory, performance, production, and adjudication of choreographic works. May be repeated for credit.

**COMM 3133 Organizational Communication ■**

3 hours--Prereq.: 1113 or 2253. Study of the functions of communication in human organizations. Focus on the juncture of organizational and communication theories.

**COMM 3213 Persuasion ■**

3 hours--Prereq.: 1113 or 2253. A study of factors involved in attitude change, and their application in oral communication situations.

**COMM 3223 Gender Communication ■**

3 hours--A study of gender communication and how perceived differences in gender affect communication. The course acknowledges cultural gender construction and how it supports or obstructs the ability to communicate across the gender continuum. Students will learn to analyze the power structures that constitute gender differences in communication.

**COMM 3243 Presentational Communication ■**

3 hours--Prereq.: 1113 or 2253 or departmental approval. Study of team and individual oral presentations. Practice in both group presentation and public address.

**COMM 3311 Musical Theatre Ensemble**

1 hour -- Prereq.: 1413, Voice (2 semesters); and Piano (1 semester) or MUS 1113. Study of scenes and songs from major classical musicals culminating in a prepared public performance. Emphasis on exploring practical techniques of interpretation and expression in order to integrate singing and acting skills into the vocal, physical, and mental aspects of performing. May be repeated for credit.

**COMM 3321 Musical Theatre Voice**

1 hour -- Prereq.: Voice (MUS 4 semesters). Advanced vocal techniques for musical theatre including mixing and belting. Emphasis on the study of advanced musical theatre repertoire appropriate to the student's vocal range. May be taken three times for credit.

**COMM 3353 Theatre History and Dramatic Literature: Greek to 1875 ■**

3 hours--A survey of theatre history from the Greeks to 1875. Central topics include artistic movements, principal personalities, literature, and production conventions of the past 100+ years.

**COMM 3363 Theatre History and Dramatic Literature: The Modern Era ■**

3 hours--A survey of theatre history during the modern era, 1875 to the present. Central topics include artistic movements, principal personalities, literature, and production conventions of the past 100+ years.

**COMM 3413 Play Directing ■**

3 hours--Prereq.: Departmental approval. Introduction to basic directing techniques. Script analysis, movement, stage pictures, technical preparations, backstage organization, prompt book preparation. Actual production of one-act play in studio environment.

**COMM 3423 Acting III (Subject named in title listing) ■**

3 hours--Prereq.: 2423. Advanced analysis and performance techniques in different styles of period drama and/or specific acting techniques. Class focuses on a technique or style chosen for that semester designated by a different letter before the number (e.g., F3423 Acting in Film, S3423 Acting in Shakespeare, M3423 Method Acting, etc.) Must be different focus (designated by letter before the number) from Acting II previously taken. Students will coach those in COMM 2423 Acting II to gain experience in teaching as well as using techniques. Research of designated topic with presentation is also required. Course may be repeated with different subject matter. May only apply once toward the major. Spring only.

**COMM 3433 Stagecraft and Scene Design**

3 hours--Prereq.: Departmental approval. Classroom discussion of basic scene design conventions and strategies. Application of design and construction tools, materials and techniques in relation to ECU Theatre and other projects.

**COMM 3453 Stage Lighting and Sound**

3 hours--Prereq.: Departmental approval. Basic stage lighting and sound effects and enhancement conventions. Application of tools, materials and techniques in relation to ECU Theatre and selected projects.

**COMM 3463 Audition for Theatre**

3 hours -- Prereq.: 1413 and departmental approval. Theatre audition techniques.

**COMM 3483 Musical Theatre Workshop**

3 hours -- Prereq.: 1413, Voice (2 semesters), and Piano (1 semester) or MUS 1113. Study of a small-scale musical theatre production culminating in public performance. Students will prepare all elements necessary for performance including, but not limited to: set, props, publicity, public relations, choreography, staging, costumes, lights, and sound. May be repeated for credit.

**COMM 3503 History of Musical Theatre ■**

3 hours -- Prereq.: 1413 and HUM 2333. A comprehensive introduction and critical study of the history of American musical theatre and its place in relation to art, literature, politics, custom, and society. Recognition of styles and forms from studying and listening to examples from representative repertoire.

**COMM 3513 Oral Interpretation ■**

3 hours--Prereq.: 1113. The theory and practice of learning to present literature aloud. The course begins by learning storytelling techniques, but focuses students on presenting literature aloud so the words come alive for the audience without sounding recited or lifeless.

**COMM 3593 Dramatic and Rhetorical Analysis ■**

3 hours--Prereq.: 1113. A survey of rhetorical and dramatic analytic methods, from The Poetics to the present day, from Aristotle to Kenneth Burke and others. From narrative and script analyses to argument, structure and style analyses, students will understand and use analytic techniques to explore communication artifacts such as plays, speeches, and movies.

**COMM 3613 Group Dynamics ■**

3 hours--Prereq.: 1113 or 2253. A study of the communication dynamics of groups. The course includes study of roles and relationships, cohesion, conflict and power, leadership, decision making and problem-solving, group climate, resource allocation, and group evaluation.

**COMM 4000 Senior Studies Review**

0 hour--Prereq.: for Communication and Performance Studies major only. During their senior year, students work with the Program Coordinator through their advisors to complete their portfolio requirements and required senior projects or preparation for the OSAT test. Recommended in the semester in which the senior project is to be completed or prior to student teaching for speech teacher certification majors. Grading is Pass/Fail.

**COMM 4183 Theories of Human Communication ■**

3 hours--Prereq.: 1113 or 2253. Survey of theories designed to explain how humans interact. Includes verbal, nonverbal, interpersonal, group, organizational, political, intercultural, and mass communication.

**COMM 4423 Intercultural Communication ■**

3 hours--Prereq.: 1113 or 2253. An overview of the study of cultures and their effects on communication. The focus of study is to provide students with a familiarity with a variety of cultures and how language (both verbal and nonverbal) influence how we respond to other people. Through the study, students become more aware of other cultures' similarities and differences, increase their knowledge of ethnical issues and how they

■ Denotes a Liberal Arts course.

impinge on our culture, and find means of communicating better with people from other cultural and ethnic backgrounds.

**COMM 4453 Costuming and Makeup for the Stage**

3 hours--Prereq.: Departmental approval. Theory and practice of costume and makeup design and techniques of construction and application. Two hours lecture and two hours lab weekly.

**COMM 4473 Children's Theatre**

3 hours--Approaches to creative play-making for and with children. Dramatization of children's literature; play selection and production techniques for children's theatre performances and involvement dramas. Materials, techniques, and procedures for conducting sessions in creative dramatics.

**COMM 4521 Senior Project in Dance**

1 hour--Prereq.: Departmental approval. A study in student directed repertory for the presentation and management of new choreographic works, through auditions, rehearsals, productions, and performances in university settings.

**COMM 4922 Methods of Teaching Speech and Debate**

2 hours--Prereq.: 15 hours COMM and admission to Teacher Education. A study of the methods of teaching speech and debate in the secondary schools, including such topics as lesson-planning, philosophies, book selection, discipline, directing extra-curricular activities (debate team, forensics competitions), and instructional strategies.

**COMM 4942 Methods of Teaching Theatre**

2 hours--Prereq.: 15 hours COMM and admission to Teacher Education. A study of the methods of teaching theatre in the secondary schools, including such topics as lesson-planning, philosophies, book selection, discipline, directing extra-curricular activities (play directing, one-act competition), and instructional strategies.

**COMM 4954 Methods of Teaching Speech/Drama/Debate**

4 hours--Prereq.: 15 hours Speech, admission to Teacher Education. A study of the methods of teaching speech in the secondary schools, including such topics as lesson-planning, philosophies, book selection, discipline, directing extra-curricular activities, and instructional strategies.

**COMM 4961-4 Senior Project in Communication and Performance Studies**

1 to 4 hours--Prereq.: Open to Communication and Performance Studies majors with senior standing and departmental approval. Scholarly and/or creative work in Communication or Theatre. Hours determined by scope of project as approved.

**COMM 4981-4 Seminar in Communication (Subject named in title listing)**

1 to 4 hours--Prereq.: Departmental approval. Directed group study on special subject or problem.

**COMM 4991-4 Individual Study in Communication (Subject named in title listing)**

1 to 4 hours--Prereq.: Departmental approval. Directed individual study on special subject or problem. Open only to selected undergraduates.

**COMM 5981-4 Seminar in Communication (Subject named in title listing)**

1 to 4 hours--Prereq.: Departmental approval. Directed intensive study on selected problem or special topic.



**COMM 5991-4 Individual Study in Communication (Subject named in title listing)**

1 to 4 hours--Prereq.: Graduate standing and twelve hours speech. Directed intensive study on selected problem or special subject, based on approved outline or plan; conferences, oral and written reports.

**PSCOM 3863 Mass Media and U.S. Politics ■**

3 hours--Prereq.: PS 1113 or departmental approval. An examination and assessment of the power and influence of the mass media in U.S. politics; emphasis will be centered on the medium of television.

## Courses in Computer Science

**CMPSOC 1113 Computer Programming I ■**

3 hours--Prereq. or Coreq.: MATH 1513 or departmental approval. Introduction to the theory and techniques of programming using high level languages. Equivalent to course CS1 of the Association for Computing Machinery recommended curriculum.

**CMPSOC 1133 Computer Programming II ■**

3 hours--Prereq.: 1113 or departmental approval. Modern programming techniques, including top-down design, bottom-up design, and structured techniques are studied. The language of instruction is a modern, structured programming language. This course is equivalent to course CS2 in the Association for Computing Machinery recommended curriculum.

**CMPSOC 1513 Computer Literacy ■**

3 hours--A multidisciplinary study of concepts, terms, and trends in computing, augmented with database, spreadsheet, word processing and internet skills. This course equips the student to function in the information age.

**CMPSOC 2213 Computer Languages (Language named in title listing) ■**

3 hours--Prereq.: 1133 or departmental approval. Programming applications and techniques using the specified language. Equivalent to course CS5 of the Association for Computing Machinery recommended curriculum.

**CMPSOC 2223 Graphical User Interfaces ■**

3 hours--Prereq.: 1113. Graphical user interface design, event driven programming, tool boxes, widget sets, dynamic arrays.

**CMPSOC 2323 Internet Programming ■**

3 hours--Prereq.: 1133. Technical issues concerning the Internet and programming on the Internet, including hypertext document creation and delivery, client-server systems, graphics, server interface programs, and appropriate languages.

**CMPSOC 2881-4 Special Studies in Computer Science (Subject named in title listing)**

1 to 4 hours--Prereq.: Departmental approval. Directed group study on special subject or problem.

**CMPSOC 3113 Operating Systems ■**

3 hours--Prereq. or Coreq.: 3613, CPSMA 2923. The functions of an operating system including the file system, the resident monitor, interrupt processing, multiprocessing, and timesharing systems. Equivalent to course CS6 of the Association for Computing Machinery recommended curriculum.

**CMPSOC 3213 Organization of Programming Languages ■**

3 hours--Prereq.: 1133. The syntax, organization, and run-time behavior of

several high-level programming languages is explored. Block structured languages, data types, control structures and data flow, and management of storage are examined. This course is equivalent to course CS8 in the Association for Computing Machinery recommended curriculum.

**CMPSOC 3223 Unix and C Programming ■**

3 hours--Prereq.: 1113. Using the tools available under the Unix system, including software development tools. The C language is explored.

**CMPSOC 3233 Linux Tools ■**

3 hours--Prereq.: 1113. Using the tools available under the linux system, including software development tools.

**CMPSOC 3313 Advanced Computer Languages (Subject name in title listing)**

3 hours--Prereq.: CMPSOC 1133, CPSMA 2923. Advanced study of a programming language which may include topics such as object-oriented programming, client-server communications, database interface, cryptography, web programming, and other language specific features. This course may be repeated with different language for credit.

**CMPSOC 3543 Object Oriented Programming ■**

3 hours--Prereq. or Coreq.: CPSMA 2923. Object oriented software development is studied using C++ or other modern object oriented language. Topics covered include classes, inheritance and polymorphism.

**CMPSOC 3613 Computer Architecture ■**

3 hours--Prereq.: 1133. Architecture including number systems, CPA, arithmetic, primary and secondary memory. Instruction sets and assembler level programming. Equivalent to course CS3 in the Association for Computing Machinery recommended curriculum.

**CMPSOC 3943 Software Design and Development ■**

3 hours--Prereq.: CPSMA 2923. The software development life cycle and concepts of large-scale software development are explored. Significant software project work will also be accomplished. The team programming concept is utilized. This course is equivalent to course CS14 in the Association for Computing Machinery recommended curriculum.

**CMPSOC 4213 Data Base Design ■**

3 hours--Prereq.: CPSMA 2923. Several data models are examined, with emphasis on relational models. Data base design is studied, and applications are implemented. Equivalent to course CS11 of the Association for Computing Machinery recommended curriculum.

**CMPSOC 4223 Unix System Administration ■**

3 hours--Prereq.: CPSMA 2923 or departmental approval. Administration of Unix timesharing systems, including spooling, installation, maintenance, and intercomputer communications.

**CMPSOC 4473 Theory of Programming Languages ■**

3 hours--Prereq.: 3943 or departmental approval. The design and construction of compilers. The theory of parsing, language theory, and general parsing methods are covered. Context free and context dependent languages and deterministic parsing methods are studied. This course is equivalent to course CS15 in the Association for Computing Machinery recommended curriculum.

**CMPSOC 4881-4 Practicum in Computer Science**

1 to 4 hours--Prereq.: Twelve hours computer science and departmental approval. Supervised practical experience in a computer center working with an application which is in production or one which will be put into production.



**CMPS 4981-4 Seminar in Computer Science (Subject named in title listing)**

1 to 4 hours--Prereq.: Departmental approval. Directed group study on special subject or problem.

**CMPS 4991-4 Individual Study in Computer Science (Subject named in title listing)**

1 to 4 hours--Prereq.: Departmental approval. Directed individual study on special subject or problem. Open only to selected undergraduates.

**CMPS 5981-4 Seminar in Computer Science (Subject named in title listing)**

1 to 4 hours--Prereq.: Departmental approval. Directed intensive study on selected problem or special topic.

**CMPS 5991-4 Individual Study in Computer Science (Subject named in title listing)**

1 to 4 hours--Prereq.: Graduate standing and twelve hours in computer science or nine hours in computer science and a course in statistics. Directed intensive study on definite problem or special subject; based on approved outline or plan; conferences, oral and written reports.

**CPSMA 2923 Data Structures and Algorithm Analysis ■**

3 hours--Prereq.: CMPS 1133; Prereq. or Coreq.: MATH 2613 or 2825. Basic concepts of data structures, stacks, queues, trees, tables, hashing, lists, strings, arrays, files, and applications to various areas of computer science. Equivalent to course CS7 in the Association for Computing Machinery recommended curriculum.

**CPSMA 3913 Discrete Mathematics ■**

3 hours--Prereq.: CMPS 1113; and MATH 2825 or MATH 2613 or departmental approval. An introduction to areas of mathematics with direct applications to computer science. Topics covered include sets, functions, elementary propositional and graph theory, matrices, proof techniques, combinatorics, probability, and random numbers.

**CPSMA 3933 Operations Research ■**

3 hours--Prereq.: 2613 or 2825. A survey of operations research techniques as applied to quantitative decision making. Topics include the linear programming model and other optimization techniques applied to inventory, transportation, assignment, network models, project scheduling, and simulations.

**CPSMA 4413 Numerical Methods ■**

3 hours--Prereq.: MATH 3025, CMPS 1113, or departmental approval. An introduction to basic numerical analysis with emphasis upon numerical methods and error analysis in the study of such topics as power series, solutions of equations and systems of equations, integration and differentiation, convergence, and solutions of ordinary differential equations.

## Courses in Criminal Justice

**CJSOC 4313 Criminology ■**

3 hours--Prereq.: SOC 1113. The cause, prevention and treatment of crime.

**CRJS 2233 Introduction to Criminal Justice**

3 hours--An overview of the criminal justice system, to include police, courts, and corrections as they pertain to both adults and juveniles. An understanding of the participants, and their roles, in accomplishing the missions of the criminal justice system.

**CRJS 2253 Adult Correctional Systems**

3 hours--Prereq. or Coreq.: 2233. This course is designed to provide an understanding of the Adult Correctional system, both in Oklahoma and on a nationwide basis. The course will provide the student with information regarding the entire field of Adult Corrections.

**CRJS 2353 Juvenile Justice System**

3 hours--Prereq. or Coreq.: 2233. This course is designed to provide an understanding of the Juvenile Justice System, both in Oklahoma and on a national basis. The major areas explored will be diversion and treatment goals.

**CRJS 2423 Introduction to Law Enforcement**

3 hours--Prereq. or Coreq.: 2233. History, development and philosophy of law enforcement in a democratic society; introduction to agencies involved in the administration of criminal justice; career orientation.

**CRJS 2453 The Police Function**

3 hours--Prereq. or Coreq.: 2233. Police systems established in America and abroad; functions and activities; division and subdivisions with responsibilities of each. Special emphasis is placed on constitutional rights, rules, principles and concepts governing arrest, search, and seizure.

**CRJS 2881-4 Special Studies in Criminal Justice (Subject named in title listing)**

1-4 hours--Prereq.: Departmental approval. Directed group study on special subject or problem.

**CRJS 3333 Criminal Behavior**

3 hours--Prereq.: 2233. A review of historical and current theories regarding the causes of criminal behavior. Study of the major types of criminal offenders.

**CRJS 3643 Criminal Justice Issues**

3 hours--Prereq.: 3333. Focus on contemporary issues concerning the philosophy, management and operations of criminal justice agencies. The scope and direction of this course is determined by the instructor.

**CRJS 3653 Alternatives to Incarceration**

3 hours--Prereq.: 3333. All public and private resources are reviewed pertaining to effectively treating the offenders' unacceptable behavior in the community rather than in prison. The impact of community treatment centers, group homes, and halfway houses on the individual and the community, the effectiveness of individual, group, and family therapies on the offender are examined.

**CRJS 4153 Juvenile Programs and Settings**

3 hours--Prereq. or Coreq.: 2353 or departmental approval. A senior level course designed to enhance the student's knowledge concerning treatment modalities within juvenile settings. Emphasis will be placed on the students acquiring knowledge concerning the whole realm of juvenile programs and seeing how each fit within the overall structure.

**CRJS 4293 Police Administration**

3 hours--Prereq.: 3643 or departmental approval. A comparative survey and analysis of administrative philosophy, problems, procedures, organizations, contemporary human resources trends (i.e., recruitment selection, A.D.A., E.E.O.C., Affirmative Action, diversity) for effective agency organization. Considers administrative skills relating to operations and personnel.

**CRJS 4333 Criminal Investigation I**

3 hours--Prereq.: 3643. Introduction to the fundamentals of criminal

investigation, including theory and history, conduct at crime scenes, collection and preservation of evidence.

#### **CRJS 4343 Criminal Investigation II**

3 hours--Prereq.: 4333. Advanced techniques in criminal investigations including forensic examinations of crime scenes and trace evidence. Police responses to crime will include fingerprint lifting and preservation of evidence, as well as methods of identifying perpetrators.

#### **CRJS 4413 Correctional Programs and Settings**

3 hours--Prereq.: 2233 and 2253. Study of the current major correctional programs being utilized to change adult criminals' behavior. Also, how the various correctional settings have a significant influence on the effectiveness of these programs.

#### **CRJS 4473 Legal Aspects of Criminal Justice Process**

3 hours--Prereq.: 3643 or departmental approval. An in depth study of the constitutional basis for law in the U.S. The course will examine the relationship of the judicial process and constitutional law to criminal justice practice. Special emphasis will be placed on case decisions.

#### **CRJS 4623 Interrogation Techniques**

3 hours--Prereq.: 2233, 2423 and HURES 2103. This course is in compliance with the Council on Law Enforcement Education and Training (CLEET) requirements, and is constructed specifically for law enforcement officers. The focus of this course is to prepare for and to conduct interviews and interrogations incorporating non-verbal kinetics (body language) techniques, grammatical clues to indicate deception, verbal behavior analysis, and evasive verbal responses during interviews and interrogations.

#### **CRJS 4981-4 Seminar in Criminal Justice (Subject named in title listing)**

1-4 hours--Prereq.: Departmental approval. Directed group study on special subject or problem.

#### **CRJS 5013 Administration in the Criminal Justice System**

3 hours--Prereq.: Departmental approval. An overview of criminal justice administration concentrating primarily on issues which are unique to the various criminal justice areas. The class will focus on interdepartmental and interdepartmental functions within the criminal justice system.

#### **CRJS 5113 Political and Legal Aspects of the Criminal Justice System**

3 hours--Prereq.: Departmental approval. This course is designed to help the student understand the impact of political and legal decisions on the criminal justice system. Emphasis will be placed on the student's understanding of how agencies within the criminal justice system can function within a legal political climate.

#### **CRJS 5213 Litigation in the Criminal Justice System**

3 hours--Prereq.: Departmental approval. The primary focus of this course will be on individual and agency liability. The course will include issues in the scope and breadth of liability, confinement, and discussion of ways to provide individual and agency protection from liability.

#### **CRJS 5313 Interrogation/Report Writing**

3 hours--Prereq.: Departmental approval. The focus of this course is to provide students with an understanding of effective interrogation techniques. The student will be familiarized with various types of reports and documentation necessary in the criminal justice system.

#### **CRJS 5323 Foundations of the Criminal Justice Profession**

3 hours--Prereq.: Departmental approval. To provide students with a thorough knowledge of the criminal justice system. All major aspects of

criminal justice will be covered. The course will provide the framework for all other required courses.

#### **CRJS 5553 Practicum in Criminal Justice**

3 hours--Prereq.: Departmental approval. This course provides structured experiences in different areas of criminal justice administration. The student will be directed towards the integration and application of decision making, evaluation and supervisory skills.

#### **CRJS 5981-4 Seminar in Criminal Justice (Subject named in title listing)**

1-4 hours--Prereq.: Departmental approval. Directed intensive study on selected problem or special topic.

## **Courses in Economics**

(See Courses in Business Administration)

## **Courses in Education and Library Science**

#### **EDLBS 4913 Children's Literature**

3 hours--Types of materials used with pre-kindergarten and elementary-age children; evaluation of materials according to literary value and age placements.

#### **EDLBS 5333 Administration and Use of Instructional Media**

3 hours--Facilities, function, organization and administration of library media centers in elementary and secondary schools. Familiarizes students with a broad range of instructional media and with principles and techniques related to their selection, utilization and evaluation.

#### **EDLBS 5913 Advanced Children's Literature**

3 hours--Types of materials used with pre-kindergarten and elementary-age children; evaluation of materials according to literary value and age placement.

#### **EDMA 5243 Assessment and Treatment of Mathematics Difficulties**

3 hours--Prereq.: Valid teacher certification in Elementary Education and/or Early Childhood Education and two years of full-time teaching experience in grades Pre-Kindergarten through Grade 5 at an accredited school under a valid state issued teacher credential. This course will examine difficulties students have with acquisition of typical arithmetic skills. The focus will be on diagnosing and determining interventions for at risk students (i.e., students with dyscalculia and/or other mathematics-related deficits) in processing, memory, mathematics language skills, sequencing, and attitudinal/emotional factors. Individual assessment and error analysis will be used to determine interventions.

#### **EDMA 5663 Mathematics Leadership and Mentoring**

3 hours--Prereq.: Valid teacher certification in Elementary Education and/or Early Childhood Education and two years of full-time teaching experience in grades Pre-Kindergarten through Grade 5 at an accredited school under a valid state issued teacher credential. This course will provide students with the most current understanding of mathematics consultation and mentoring. Topics will include leadership for school mathematics programs, collaboration with teachers and other professionals, data analysis, curriculum issues, knowledge of mathematics standards, and facilitation of professional development. These foundations will provide students with experience in working with teachers to improve instructional practice as well as student achievement. An emphasis will be placed on mastering the complexities of observing and modeling in classrooms and providing feedback to teachers.

**EDMA 5713 Number Concepts and Operations - Pedagogy in Mathematics**

3 hours--Prereq.: Valid teacher certification in Elementary Education and/or Early Childhood Education and two years of full-time teaching experience in grades Pre-Kindergarten through Grade 5 at an accredited school under a valid state issued teacher credential. This course is designed for educators to deepen their conceptual and procedural understandings of number concepts and operations as well as strengthen their pedagogical knowledge of how K-12 students develop fluency in number concepts and operations. Special attention will be given to patterns, connections, critical thinking, sense making, and multiple representations.

**EDMA 5723 Geometry and Measurement - Pedagogy in Mathematics**

3 hours--Prereq.: Valid teacher certification in Elementary Education and/or Early Childhood Education and two years of full-time teaching experience in grades Pre-Kindergarten through Grade 5 at an accredited school under a valid state issued teacher credential. This course is designed for educators to deepen their conceptual and procedural understandings of geometric ideas as well as strengthen their pedagogical knowledge of how K-12 students develop fluency in geometrical reasoning. Special attention will be given to patterns, connections, critical thinking, sense making, and multiple representations.

**EDMA 5733 Data Analysis and Probability - Pedagogy in Mathematics**

3 hours--Prereq.: Valid teacher certification in Elementary Education and/or Early Childhood Education and two years of full-time teaching experience in grades Pre-Kindergarten through Grade 5 at an accredited school under a valid state issued teacher credential. This course is designed for educators to deepen their conceptual and procedural understandings of data analysis and probability as well as strengthen their pedagogical knowledge of how K-12 students develop fluency in data analysis and probability. Special attention will be given to patterns, connections, critical thinking, sense making, and multiple representations.

**EDMA 5743 Algebra and Functions - Pedagogy in Mathematics**

3 hours--Prereq.: Valid teacher certification in Elementary Education and/or Early Childhood Education and two years of full-time teaching experience in grades Pre-Kindergarten through Grade 5 at an accredited school under a valid state issued teacher credential. This course is designed for educators to deepen their conceptual and procedural understandings of algebraic ideas as well as strengthen their pedagogical knowledge of how K-12 students develop fluency in algebraic reasoning. Special attention will be given to patterns, connections, critical thinking, sense making, and multiple representations.

**EDPSY 3513 Educational Psychology**

3 hours--Prereq.: Admission to Teacher Education and PSYCH 3463; Coreq.: EDUC 3001 and 4632. Application of psychological theories to classroom teaching. Primary course topics include educational research and the scientific approach to teaching; education measurement and evaluation; and theories of development, learning and motivation as they apply to classroom instruction, management and discipline.

**EDPSY 5143 Introduction to School Psychological Services**

3 hours--Prereq.: Departmental approval. Explores the role and function of School Psychometrists and School Psychologists, including responsibilities, credentialing, professional ethics, legal implications, referral sources, assessment and placement, consultation, intervention strategies, professional affiliations, and the role of School Psychometrists and School Psychologists in the administration of public education. Special emphasis given to the role of School Psychometrists and School Psychologists with respect to special needs children.

■ Denotes a Liberal Arts course.

**EDPSY 5163 Cognitive Behavioral Theories and Methods of Counseling and Psychotherapy**

3 hours--Exploration and examination of theories and techniques utilized when functioning as a counselor or therapist within a cognitive and/or behavioral conceptual framework. Personality and behavior change is considered within the framework of a cognitive and/or behavioral perspective. Included are theories and techniques such as Rational-Emotive Therapy, Beck's Cognitive Therapy, Cognitive-Behavior Modification, Social Learning Theory and Milieu Therapy, and various approaches based upon operant and classical conditioning including systematic desensitization.

**EDPSY 5353 Standardized Group Tests**

3 hours--Theoretical rationale underlying the use of educational and psychological tests for the description, evaluation, prediction, and guidance of behavior: emphasizing those tests used in schools for the evaluation of academic areas, as well as those used in such settings as guidance centers and employment agencies.

**EDPSY 5363 Career Development**

3 hours--A variety of training experiences designed to prepare guidance personnel with competencies to provide their counselees with career development skills.

**EDPSY 5373 Personality Assessment for Children**

3 hours--Prereq.: EDPSY 5353 or PSYCH 4213. The study of methods and techniques for assessing children's behavior and their social and emotional development. The course will include formal and informal methods of assessing both internalizing and externalizing problems. Objective and projective methods will be studied. Students will be prepared to work in both educational and clinical settings.

**EDPSY 5403 Non-Traditional Assessment**

3 hours--Prereq.: 5143 and 5353. A study of alternative methods of child assessment including functional behavior assessment, standardized curriculum-based measurements, such as the Dynamic Indicators of Basic Early Literacy Skills (DIBELS), and response to intervention models of assessment. The primary focus of this course is learning assessment techniques that directly inform intervention. The course will include discussions about using such techniques to meet Federal requirements for Special Education eligibility.

**EDPSY 5433 Affective Theories and Techniques of Counseling and Psychotherapy**

3 hours--Prereq.: 5163. Exploration and examination of theories and techniques utilized when functioning as a counselor or therapist within an affective conceptual framework. Personality and behavior change is considered within the framework at an affective perspective. Included are theories and techniques such as client-centered therapy, Gestalt therapy, Existential therapy, Psycho-analytic therapy, and Reality therapy.

**EDPSY 5493 Practicum in School Psychology**

3 hours--Prereq.: 5163, 5693, PSYCH 5313 and 5473. The student will spend a minimum of 150 clock hours in an appropriate setting under the supervision of a Credentialed School Psychologist or a Licensed Psychologist.

**EDPSY 5553 Practicum in Counseling ■**

3 hours--Prereq.: 5163, EDUC 5413, PSYCH 5183 or departmental approval. The student will spend a minimum of 150 clock hours in supervised practical experience in professionally appropriate counseling and psychological activities at a facility engaged in furnishing psychological, medical, rehabilitative, counseling, or other socially relevant human services to a client population. Students will develop and refine competencies in the application of psychological principles



and skills in order to function effectively as providers of counseling and psychological services. May be repeated for a maximum of 12 hours with department approval.

**EDPSY 5593 Internship in School Psychology I**

3 hours--Prereq.: 5493. The intern will spend a minimum of 600 clock hours under the supervision of a Credentialed School Psychologist or a Licensed Psychologist. The internship is a 2 semester experience which earns 3 credit hours a semester. Student will enroll in EDPSY 5613 Internship II after EDPSY 5593 Internship I has been completed for the remainder of the internship experience.

**EDPSY 5613 Internship in School Psychology II**

3 hours--Prereq.: 5593. The intern will spend a minimum of 600 clock hours under the supervision of a Credentialed School Psychologist or a Licensed Psychologist. This course is the second part of a two-semester experience. The student will have completed EDPSY 5593 Internship I before enrolling in EDPSY 5613 Internship II.

**EDPSY 5693 Practicum in School Psychometry**

3 hours--Prereq.: 5143, 5353, 5403, PSYCH 5403 and 5433. The student will spend a minimum of 150 clock hours in an appropriate setting under the supervision of a Credentialed School Psychometrist or a Licensed Psychologist.

**EDPSY 5961-2 (Subject named in title listing)**

1 to 2 hours--Prereq.: Departmental approval. Directed group study on a special topic, normally of short duration. Grading is "P" or "F".

**EDUC 0111 Developmental Reading**

1 hour--Through diagnostic procedures an individualized reading improvement program will be developed. The individualized diagnostic profile will focus upon vocabulary and reading comprehension improvement. Grading is "P" or "F".

**EDUC 1113 Reading Improvement I**

3 hours--This course is designed to assist the student in the acquisition of a larger sight vocabulary and more functional word attack techniques. There will be diagnostic procedures followed by an individualized program in order to maximize the improvement of various weaknesses. Comprehension will be stressed as suggestions are made to improve speed.

**EDUC 2012 Foundations of Education**

2 hours--Prereq: 36 hours of completed coursework; Coreq.: 2211. Historical, philosophical and organizational foundations of American education and global education. Elements of professionalism and the teaching profession.

**EDUC 2211 Field Experience I**

1 hour--Coreq.: 2012. A 25 clock-hour laboratory experience in which potential teacher candidates observe in elementary, middle/junior high, and high schools to acquire a more mature perspective of the stages of development of students and the roles of teachers and other professionals.

**EDUC 2312 Special Education Practicum and Procedures (Area named in title listing)**

2 hours--Prereq.: Departmental approval. A course designed to provide supervised opportunities for observation and contact with exceptional children so that the student might have an overall view of activities encompassed in the teaching of special education.

**EDUC 2402 Survey of Exceptional Children ■**

2 hours--An introduction to intellectual, behavioral, sensory, physical, and learning variations of children with emphasis on identification and

appropriate classroom programming. State and Federal regulations will be discussed. A minimum of five hours interaction with individuals who have disabilities is required in this course.

**EDUC 2881-4 Special Studies in Education (Subject named in title listing)**

1 to 4 hours--Prereq.: Departmental approval. Directed group study on special subject or problem.

**EDUC 3001 Field Experience II**

1 hour--Prereq.: Admission to Teacher Education; Coreq.: 4632 and EDPSY 3513. Twenty-five hours of public school classroom and teaching laboratory experiences related to teacher preparation in general and specifically to those topics covered in EDPSY 3513 Educational Psychology and EDUC 4632 Educational Technology.

**EDUC 3013 Foundations and Current Issues in Early Childhood**

3 hours--A study of the effects of the history and philosophies of past early childhood educators upon present programs; the examination of resulting types of early childhood centers and programs; an examination of current issues and advocacies in early childhood education.

**EDUC 3033 Socialization and Guidance of Young Children**

3 hours--Prereq.: Admission to Teacher Education. Study of the theory, principles and methods employed in the guidance and management of children with emphasis on promoting children's successful adjustment to multiple ecological systems including family, school and peer group.

**EDUC 3043 Education, Development, and Observation of the Young Child**

3 hours--Prereq.: PSYCH 3463 and admission to Teacher Education. Study of cognitive, literacy, language, psycho/social, and physical/motor development and planning appropriate, integrated learning experiences for young children. Observation of children in an educational setting is required.

**EDUC 3333 Methods in Creative Arts for Young Children**

3 hours--This course will provide prospective teachers of PK-3 students with developmentally appropriate synthesized creative arts experiences, through the integration of instructional content and methods associated with movement, music/rhythmic, and visual arts exploration.

**EDUC 3413 Methods in Elementary Language Arts**

3 hours--Prereq.: Admission to Teacher Education. Methods and techniques of teaching development of skills in listening, speaking, writing and spelling in the elementary grades.

**EDUC 3463 Foundations of Reading**

3 hours--Foundational theories, reading/writing connections, emergent literacy, reading readiness, beginning word identification and comprehension strategies; also environments, materials, instruction and assessment for a balanced approach to developing literacy in diverse populations in primary grades.

**EDUC 3483 Methods of Reading**

3 hours--Prereq.: Admission to Teacher Education. Methods and techniques of how to teach reading to all students. Attention will be given to a developmental, functional, and recreational reading program, including various approaches and strategies to develop vocabulary, study and critical comprehension skills.

**EDUC 3493 Diagnosis and Remediation of Reading Difficulties**

3 hours--Prereq.: Admission to Teacher Education, 3463 and 3483. Informal reading diagnostic tools will be explained and utilized to develop corrective reading measures, with 5 hours of public school

classroom experiences that illustrate and apply the diagnostic tools and remediation techniques.

**EDUC 3503 Methods in Elementary Mathematics-Primary**

3 hours--Prereq.: Admission to Teacher Education. Development of ideas and techniques related to teaching mathematical concepts and skills with emphasis on the primary grade level. Variety of learning aids with emphasis on detailed understanding of mathematical operations.

**EDUC 3513 Methods in Elementary Mathematics-Intermediate**

3 hours--Prereq.: Admission to Teacher Education. Development of ideas and techniques related to teaching mathematical concepts and skills with emphasis on the intermediate grade level. Variety of learning aids with emphasis on detailed understanding of mathematical operations.

**EDUC 3603 Science and Social Studies for Early Childhood**

3 hours--Prereq.: Admission to Teacher Education. Focuses on developing appropriate experiences in science and social studies for young children. Emphasizes active learning, developmentally appropriate practice, and constructivist philosophy in teaching.

**EDUC 3613 Methods in Elementary Natural Science**

3 hours--Prereq.: Admission to Teacher Education. A survey of elementary science curricular content and teaching materials; exploration and evaluation of organizational programs; laboratory experiences in developing more effective teaching methods to meet the increasing demands for greater scope and better understanding of elementary science.

**EDUC 3713 Methods in Elementary Social Studies**

3 hours--Prereq.: Admission to Teacher Education. Materials and procedures of teaching history, government, geography, and safety education in the elementary grades; functions of the social studies in the elementary school; consideration of techniques of teaching social science.

**EDUC 3753 Methods in Early Childhood Education**

3 hours--Prereq.: Admission to Teacher Education. A study of curricular content, teaching materials and activities for young children. Emphasis given to developmentally appropriate methods, classroom management, assessment, child development, and issues of diversity in early childhood.

**EDUC 3812 Policy and Procedures in Special Education**

2 hours--Prereq.: Admission to Teacher Education. This course will examine federal and state special education legislation, regulations, policy, and procedure. Emphasis will be given to rights of individuals with disabilities and their families.

**EDUC 3823 Introduction to Students with Mild Disabilities**

3 hours--Prereq.: Admission to Teacher Education. This course will explore the philosophical and historical foundations of special education for students with mild disabilities, characteristics of students with mild disabilities, and professional ethical practices in the field of special education.

**EDUC 3833 Introduction to Students with Moderate Disabilities**

3 hours--Prereq.: Admission to Teacher Education. This course will explore the philosophical and historical foundations of special education for students with moderate disabilities, characteristics of students with moderate disabilities, and professional ethical practices in the field of special education.

**EDUC 4013 Practical Strategies and IDEA for Behavior Disorders**

3 hours -- This course will explore characteristics and IDEA procedures for identifying students with behavior disorders in educational settings.

■ Denotes a Liberal Arts course.

This course will also prepare those working with students to manage behavior in special and general education classrooms. Practical strategies and interventions for increasing appropriate behaviors and decreasing inappropriate behaviors will be discussed. Discipline regulations of IDEA including manifestation determination, alternative placement, and IEP's will be covered. Specific methods for identifying and documenting behavior concerns required by IDEA (i.e., functional behavioral assessments and behavior intervention plans) will be introduced.

**EDUC 4033 Microcomputers in Education**

3 hours--Designed for educators with minimal experience using computers. Students will participate in guided evaluation of software, and plan for implementation of computer assisted learning activities in the classroom.

**EDUC 4043 Strategies for Effective Teaching**

3 hours--Prereq.: 2012, 2211, 3001, 4632, EDPSY 3513, and admission to Teacher Education; Coreq.: 4611. Development of learning units, lesson plans, instructional objectives, and evaluation techniques. Study of grouping and classroom management. Assignments will differentiate between elementary, middle school. Enrollment will be concurrent with EDUC 4611.

**EDUC 4112 Guidance of Exceptional Children**

2 hours--This course will examine family systems theory for students with mild/moderate disabilities from birth to 21 years of age. Collaborative strategies, teaming, consultation, and resources will be emphasized.

**EDUC 4133 Methods in Teaching the Mentally Retarded and Physically Disabled**

3 hours--Prereq.: 4513, 4813. A study of policy and procedures in special education and curricular content, teaching methods and learning characteristics of children with mental retardation and physical disabilities.

**EDUC 4233 Teaching in the Middle School/Junior High School**

3 hours--Prereq.: Admission to Teacher Education. An orientation to instructional programs and processes in middle schools and junior high schools.

**EDUC 4262 Student Teaching Seminar**

2 hours--Coreq.: Current enrollment in Student Teaching. Theory and practice related to classroom management and teacher evaluation, problems and issues encountered in student teaching, and employment considerations in education.

**EDUC 4413 Clinical Practices in Remedial Reading I**

3 hours--Prereq.: 3463 or 3483 or departmental approval. Educational diagnosis, remedial teaching, and individual counseling in cases involving reading deficiency. Direct laboratory work with pupils in public schools.

**EDUC 4513 Children with Physical Disabilities**

3 hours--Prereq.: 2402 and admission to Teacher Education. A survey of various physically disabling conditions that affect children's placement and programming. Emphasis will be given to physical and educational techniques which may be used in meeting the needs of children with such conditions.

**EDUC 4611 Field Experience III**

1 hour--Prereq.: 2012, 2211, 3001, 4632, EDPSY 3513 and admission to Teacher Education; Coreq.: 4043. Twenty-five hours of public school classroom experience with the teacher candidate observing regular classroom events in general and specifically those related to topics covered in EDUC 4043 Strategies for Effective Teaching.



**EDUC 4632 Educational Technology**

2 hours--Prereq.: Admission to Teacher Education; Coreq.: 3001 and EDPSY 3513. This course includes the selection, utilization evaluation and production of instructional technology. Familiarization with instructional tools, multimedia, computer technology and other emerging technologies. Laboratory sessions devoted to equipment operation and software production for multimedia presentations.

**EDUC 4642 Methods of Teaching Transitional Skills**

3 hours--Prereq.: Admission to Teacher Education, 3823, 3833. This course will explore methods and strategies used to prepare students with mild/moderate disabilities for transition from school to community life. Emphasis will be given to research-based instruction, model programs, and effective methods.

**EDUC 4713 Assessment and Program Development**

2 hours--Prereq.: Admission to Teacher Education. Students will gain a basic understanding of assessment, diagnosis and evaluation procedures used in special education. Emphasis will be given to appropriate utilization of assessment, legal issues surrounding assessment, and using assessment results to plan individualized education programs.

**EDUC 4723 Methods of Teaching Children with Mild/Moderate Disabilities**

3 hours--Prereq.: Admission to Teacher Education. This course will explore methods and strategies used to educate students with mild/moderate disabilities birth through 21 across educational environments. Emphasis will be given to research-based instructional and remedial methods, techniques, and curriculum materials and classroom management theory.

**EDUC 4813 Nature and Characteristics of Children with Mental Retardation**

3 hours--Prereq.: 2402 and admission to Teacher Education. Comprehensive study of mental retardation including the history, classification systems, etiologies and syndromes, theoretical approaches to and educational programs for children with mental retardation.

**EDUC 4912 Special Education Practicum and Procedures (Area named in title listing)**

2 hours--Prereq.: Six hours of Education Methods courses or departmental approval. Campus seminars and supervised education field experiences with exceptional children in the classroom or therapeutic setting.

**EDUC 4921 Practicum and Procedures for Mild/Moderate Disabilities**

1 hour--Prereq.: Admission to Teacher Education. Campus seminars and supervised education field experiences with students with mild/moderate disabilities in the classroom. Students will explore and observe common educational practices for students with mild/moderate disabilities.

**EDUC 4951-10 Supervised Student Teaching in Elementary Schools**

1 to 10 hours--Prereq.: Admission to the professional semester; Coreq.: 4262. A supervised professional internship in teaching in an elementary school under the guidance of one or more experienced teachers.

**EDUC 4961-10 Supervised Student Teaching in Grades PK Through Twelve**

1 to 10 hours--Prereq.: Admission to the professional semester; Coreq.: 4262. A supervised professional internship in teaching at both elementary and secondary levels for art, music, health and physical education, and special education majors under the guidance of one or more experienced teachers.

**EDUC 4971-10 Supervised Student Teaching in Secondary Schools**

1 to 10 hours--Prereq.: Admission to the professional semester; Coreq.: 4262. A supervised professional internship in teaching in a secondary school under the guidance of one or more experienced teachers.

**EDUC 4981-4 Seminar in Education (Subject named in title listing)**

1 to 4 hours--Directed group study on special subject or problem.

**EDUC 4991-4 Individual Study in Education (Subject named in title listing)**

1 to 4 hours--Directed individual study on special subject or problem. Open only to selected undergraduates.

**EDUC 5003 Multimedia Technology**

3 hours--Prereq.: Graduate Standing. The course will cover theory and application of digital media in the public school classroom. Design and production of materials including sound recording/editing, video recording/editing, graphic scanning/editing, web page development, and distribution of digital materials.

**EDUC 5013 Advanced Educational Technology Strategies**

3 hours--This course focuses on knowledge and skills in the selection and integration of current technologies to support teaching and learning. An emphasis is placed on 21st Century education and the development of digital learning environments.

**EDUC 5023 Educational Aspects of Exceptional Children**

3 hours--An in depth study of children who have educational, intellectual, behavioral or physical characteristics which adversely affect their educational performance. Emphasis will be given to educational methods and legal issues in working with these children.

**EDUC 5033 Nature and Curriculum Needs of Middle Level Learners**

3 hours--Prereq.: One hundred semester hours or graduate status. An introduction to the middle school concept that emphasizes the developmental needs of early adolescents in the context of patterns of school organization, curriculum and pedagogy that are responsive to the intellectual, social, emotional, and physical needs of pre-adolescents (10-14 years old). Exemplary practice supportive of adolescent needs and changes will be identified including case studies and clinical/laboratory experiences.

**EDUC 5042 Parenting Issues in Special Education**

2 hours--Prereq.: 3463 or 3483, 3503 or 3513. This course will explore the structure and characteristics of families of students with disabilities. Emphasis will be placed on parent-educator cooperation, consultation, and resources.

**EDUC 5053 The Middle School: Philosophy and Organization**

3 hours--A study of middle level philosophical tenets and exemplary components and programs utilized in creating a total learning environment effective for the preadolescent learner (10-14).

**EDUC 5062 Administration Practicum I**

2 hours--Prereq.: Graduate standing. A mentorship program requiring the superintendent candidate to begin development of a portfolio and to receive "hands-on" training from practicing school superintendent. Observation of and limited participation in the activities of a school superintendent are required. Intern hours are required as a component of this course.

**EDUC 5072 Administration Practicum II**

2 hours--Prereq.: Graduate standing, 5062. A continuation of the mentorship program that allows the superintendent candidate more exposure in the daily activities of the school leader. Observation and

limited participation are required. Intern hours are a required component of this course.

#### **EDUC 5082 Special Education Assistive Techniques**

2 hours--Prereq. or Coreq.: 3463 or 3483, 3503 or 3513. This course will focus on providing teacher instruction in the pedagogy of Assistive technology. The course will enable teachers to be aware of the needs of their students with disabilities and how technology advances can assist them to better reach their potential. Teachers will acquire skills in selecting software and integrating Assistive technology into instructional models.

#### **EDUC 5093 Identification of and Strategies for Students with Behavioral Disorders**

3 hours--Prereq.: Graduate standing. This course will explore characteristics and IDEA procedures for identifying students with behavior disorders in educational settings. This course will also prepare those working with students to manage behavior in special and general education classrooms. Various theoretical approaches for managing group and individual behaviors and their relevant management strategies will be discussed. Specific methods for identifying and documenting behavioral concerns (i.e. FBA's) and interventions for increasing appropriate behaviors and decreasing inappropriate behaviors (i.e. BIPS) will be discussed.

#### **EDUC 5103 Students With Mild Disorders**

3 hours--Prereq.: Graduate standing. This course is an in depth study of the history and philosophy of teaching students who have mild disabilities and their characteristics. Students will also explore issues of ethical considerations in the area of mild disabilities.

#### **EDUC 5113 Techniques of Research**

3 hours--Introduces students to the theory of educational research by developing competencies in literature review, library research, data analysis, research writing, and developing plans for applied or action research. This course will consider the ethics of research with human subjects.

#### **EDUC 5123 Students with Moderate Disorders**

3 hours--Prereq. Graduate standing. This course is an in depth study of the history and philosophy of teaching students who have moderate disabilities and their characteristics. Students will also explore issues of ethical considerations in the area of moderate disabilities.

#### **EDUC 5133 Modern Philosophies of Education**

3 hours--Current educational philosophies with special emphasis on those of the United States; provides for understanding of modern education practices.

#### **EDUC 5143 Clinical and Classroom Practices in Reading**

3 hours--Study of clinical and classroom management techniques for diagnosing and remediating reading problems. Involves identifying and using computer technology in field experiences with different learners for different purposes.

#### **EDUC 5163 Advanced Methods for Mild and Moderate Disorders**

3 hours--Prereq.: Graduate standing. This course will explore the approaches to planning and designing educational programs for students with mild/moderate disabilities. Course includes strategies for classroom modifications, individualized program implementation, and behavior management techniques.

#### **EDUC 5173 Fundamentals of Curriculum**

3 hours--Prereq.: Graduate status or departmental approval. Curriculum evaluation, development, current issues, and trends related to elementary, middle/junior high, and high schools.

#### **EDUC 5183 Contemporary Issues in Education**

3 hours--Prereq.: Graduate status or departmental approval. An investigation of current social, political, economic, and cultural issues related to education; their impact on the school; and their implications for teaching.

#### **EDUC 5223 Advanced Teaching of Transitional Skills**

3 hours--Prereq. or Coreq.: 3463 or 3483, 3493, 3503 or 3513. This course will explore methods of transition planning appropriate for students with mild/moderate disabilities. Emphasis will be given to effective practices, current research, and model programs.

#### **EDUC 5233 Survey of Teaching Reading**

3 hours--This course surveys the reading process with an emphasis given to language development, word recognition skills, comprehension skills, and study skills. Psychological reading theory and various approaches to teaching reading are discussed with opportunities to manipulate reading materials.

#### **EDUC 5243 Diagnosis of Reading Difficulties**

3 hours--Administration, interpretation, and application of standardized and informal diagnostic instruments. Preparation of case study reports and techniques dealing with interviews and reading conference procedures. Theory and demonstration of tests intended to appraise levels of competence in group and individual settings.

#### **EDUC 5253 Research and Instruction: Mathematics**

3 hours--Prereq.: 3513. This course is designed to explore topics related to mathematics instruction including: current content standards, research, differentiated instruction, lesson planning, mathematics instructional technology, learning aids and inquiry based learning. An action research project is required.

#### **EDUC 5263 Research and Instruction: Language Arts**

3 hours--Review of language arts research and experimentation with various models and materials to aid in teaching language arts skills to children.

#### **EDUC 5273 Research and Instruction: Elementary Social Studies**

3 hours--Prereq.: 3713. An examination of social studies programs and a review of research of content materials and teaching techniques.

#### **EDUC 5283 Practicum and Portfolio in Reading**

3 hours--Prereq.: Instructor approval. Diagnosing reading difficulties and treatment of reading problems as experienced in clinical and classroom situations. The supervised practical experiences are controlled in certain instances in order to afford the students exposure to research methods and procedures. Emphasis will be directed to provide ample opportunities for interaction with students experiencing reading difficulties. A program portfolio will also be submitted and reviewed according to departmental guidelines.

#### **EDUC 5303 Reading Instruction in the Content Areas**

3 hours--Emphasis is placed on materials, methodology and vocabulary unique to content areas. Suggestions for techniques by which reading skills may be developed and improved in the individual content subjects for students experiencing various levels of achievement. Attention given to the influence of reading upon the student's continuing academic program regardless of content area.

**EDUC 5313 Research and Instruction: Elementary Science**

3 hours--Prereq: 3613. Examinations and evaluation of science goals; teaching methods and design of programs in light of contemporary research in science education.

**EDUC 5323 Treatment of Reading Difficulties**

3 hours--Prereq. or Coreq.: 5243. An analysis of formal and informal diagnostic data with treatment procedures focused upon individual needs. Instructional strategies, time management, and current technology, resources, and materials will be discussed in order to assure the most effective educational practices.

**EDUC 5333 Legal Aspects of Special Education**

3 hours--Prereq.: Graduate standing. This course will explore the legal aspects of Special Education including formulation of policies and procedures and program development. Emphasis will be given to individual rights, school responsibility and development of individualized education plans.

**EDUC 5342 Supervised Portfolio Research**

2 hours--Prereq.: 5113. The purpose of this course is to assist students in the formulation and development of a professional portfolio according to the departmental guidelines. Continuous enrollment in program coursework or EDUC 5681 Practicum and Portfolio in Education is required until a portfolio acceptable to the portfolio committee is presented. Only one hour of EDUC 5681 Practicum and Portfolio in Education may be counted toward the degree.

**EDUC 5353 Advanced Assessment and Program Development**

3 hours--Prereq.: Graduate standing. Students will gain a basic understanding of assessment, diagnosis and evaluation procedures used in special education. Emphasis will be given to appropriate utilization of assessment, legal issues surrounding assessment, and using assessment results to plan individualized education programs.

**EDUC 5363 Principles of Instructional Design**

3 hours--This course presents the concepts, principles, and methods for designing effective instruction. Topics studied include aligning instruction to standards, developing instructional objectives, planning instructional activities, designing instructional materials, assessing learning outcomes, and evaluating instructional effectiveness.

**EDUC 5373 Nature of Individuals With Low Incidence Disabilities**

3 hours--Prereq.: 2402, 3463 or 3483, 3493, 3503 or 3513. This course will explore the philosophical and historical foundations of special education for students with severe disabilities, characteristics of students with severe disabilities, and professional ethical practices in the field of special education.

**EDUC 5383 Interactive Learning Methods in Distance Education**

3 hours--Prereq.: Graduate standing. This course presents a conceptual framework for learning and teaching at a distance. The course topics of study include the characteristics of distance education, principles of course design, the role of the teacher as facilitator, the role of the learner as active participant, and guidelines for improving the quality of distance learning.

**EDUC 5393 Educational Statistics**

3 hours--Basic principles of organization and treatment of statistical data.

**EDUC 5403 The Workstation Operating System in Education**

3 hours--Prereq.: Graduate standing. This course meets the standards for desktop and network recognized industry certification in current operating systems. The course presents materials and curriculum for

the Certified Professional program. Students will use the workstation operating system in teaching and learning environments.

**EDUC 5413 Introduction to Counseling**

3 hours--Prereq.: Departmental approval. Study of principles, philosophies, and services basic to the organization and administration of guidance programs. Examination and evaluation of methods and devices for obtaining information necessary to guidance services.

**EDUC 5453 Developmental Guidance**

3 hours--Prereq.: 5413. Explore the developmental role of guidance at the public school level and the role, competencies, and skills needed by the guidance specialist.

**EDUC 5482 Counseling Intervention Strategies**

2 hours--Prereq.: All coursework must be completed or departmental approval. The course is designed to assist counselors, teachers, administrators, and other pupil personnel specialists in the development and implementation of counseling intervention.

**EDUC 5493 Practicum and Portfolio in Guidance and Counseling**

3 hours--Prereq.: All coursework must be completed, or departmental approval. Practical supervised counseling and guidance experiences in the counseling laboratory, in the public schools, or in community guidance centers. A program portfolio will also be submitted and reviewed according to departmental guidelines.

**EDUC 5503 Public School Organization**

3 hours--Study of the organization, structure, and politics of American public education.

**EDUC 5513 Supervision of Instruction**

3 hours--Application of leadership theory to clinical supervision; examination of the administrator's role as an instructional leader; evaluation of instructional approaches and programs; practices and procedures of clinical supervision.

**EDUC 5523 School Plant Management**

3 hours--Prereq.: Master's degree, principal certification or departmental approval. Study of management of public school facilities, including planning and development, operation and maintenance, and, fiscal system principles.

**EDUC 5533 Fundamentals of Public School Administration**

3 hours--Basic principles and practices in modern school administration.

**EDUC 5553 School Public Relations**

3 hours--A detailed and comprehensive presentation of the methods and media for building and sustaining good public relations for public educational institutions.

**EDUC 5573 Public School Finance**

3 hours--Sources of school finance, control of expenditures, general principles of financial administration.

**EDUC 5583 Legal Aspects of Education**

3 hours--Examination of federal and state constitutional provisions, statutes, judicial decisions, and agency regulations which affect education. Special emphasis upon current and emerging issues.

**EDUC 5603 Survey of Intellectual Property**

3 hours--Prereq.: Graduate standing. The Survey of Intellectual Property addresses the concepts and trends related to ownership and technology in navigating the web; respect and integrity; distribution of works;



alternatives to intellectual property; domain names; business methods patents online; and jurisdiction.

#### **EDUC 5623 The Principalship**

3 hours--Prereq.: Graduate standing. A study of principles of K-12 public school administration with an emphasis on organizational structure and the leadership role of the principal. Approaches to problem-solving are also stressed.

#### **EDUC 5631-4 Advanced Student Teaching**

1 to 4 hours--Prereq.: Bachelor's degree and six semester hours of directed observation and student teaching. This work is offered in the fall and spring semesters--not in the summer session.

#### **EDUC 5643 Methods of Teaching Students with Severe Disabilities**

3 hours--Prereq.: 2402, 3463 or 3483, 3493, 3503 or 3513. This course will explore methods and strategies used to educate students with severe disabilities birth through 21 across educational environments. Emphasis will be given to research-based evaluation techniques, IEP development, instructional methods, techniques and curriculum materials, and classroom management theory.

#### **EDUC 5653 Diagnosis of Learning Disabilities**

3 hours. The study of various tests and evaluation instruments used in non-discriminatory multidisciplinary evaluations and the interpretation of test data along with pre-referral information in diagnosing children who have learning disabilities.

#### **EDUC 5663 Literacy Leadership and Coaching**

3 hours--Prereq.: Majors: Reading Specialist, Elementary, Secondary Education, Secondary Education Academic Discipline, Secondary Education Educational Technology, School Counselor, Library Media and Special Education. This course will provide students with the most current understanding of literacy consultation and coaching. Topics will include leadership for a school literacy program, collaboration with teachers and other professionals, data analysis, curriculum issues, knowledge of literacy standards, and facilitation of professional development. These foundations will provide students with experience in working with teachers to improve their instructional practice as well as student achievement. An emphasis will be placed on mastering the complexities of observing and modeling in classrooms and providing feedback to teachers.

#### **EDUC 5673 Educational Planning and Remediation of Learning Disabilities**

3 hours--Prereq.: 5653 or PSYCH 4213 or EDPSY 5353. Procedures for planning and implementing a program for the educational intervention for children who have been diagnosed with learning disabilities. Includes strategies for classroom modifications, individualized programming, and behavior management plans.

#### **EDUC 5681 Practicum and Portfolio in Education**

1 hour--Prereq.: 5113, and admission to MEd, and prereq. or coreq. 5342. Development of an acceptable portfolio according to departmental guidelines. The acceptability of the portfolio will be determined by a 3 member faculty committee. This course also requires direct work in an educational setting related to your degree field.

#### **EDUC 5691-3 Thesis**

1-3 hours--Prereq.: 5113. Development of an acceptable thesis, according to the departmental guidelines. A maximum of three hours may be counted toward the degree. Continuous enrollment is required until a thesis acceptable to the thesis committee and the Graduate Dean is presented.

■ Denotes a Liberal Arts course.

#### **EDUC 5713 Administration of Federal Programs in Education**

3 hours--Prereq.: Master's degree, principal certification or departmental approval. Study of federal programs affecting public education, including special education, disadvantaged education, Indian education, Impact Aid, National School Lunch Act, bilingual education, and federal enforcement of rights of handicapped children.

#### **EDUC 5723 Advanced Legal Aspects of Education**

3 hours--Prereq.: Master's degree, principal certification or departmental approval, EDUC 5583 or the equivalent, or permission of the professor. Advanced study of ethics, legal aspects of education with an emphasis on recent developments in school laws including those relevant to the field of special education.

#### **EDUC 5733 Organizational Theory and School Administration**

3 hours--Prereq.: Master's degree, principal certification or departmental approval, EDUC 5533 or the equivalent, or permission of the professor. Advanced study of principles and practices of administrative leadership theory and organizational change, with special emphasis on organizational climate and culture.

#### **EDUC 5743 Collaborative Learning Communities in Special Education**

3 hours--Prereq.: Admission to graduate school. This course will examine collaborative learning communities also designated as wrap around services, for students with mild/moderate disabilities from birth to 21 years of age. Family systems theory and strategies used to prepare students with mild/moderate disabilities for transition from school to community life will also be emphasized.

#### **EDUC 5753 Differentiated Instruction for Special Education**

3 hours--Prereq.: Admission to graduate school. This course will examine Response To Intervention (RTI), using IEP assessment results to design curriculum, aligning curriculum with PASS skills, and strategies for modifying curriculum for students with mild/moderate disabilities in academic content areas (i.e., reading, math, language arts, and science). Specific emphasis will be on providing accommodations and modifications for students with mild/moderate disabilities.

#### **EDUC 5762 Practicum and Portfolio in Special Education**

2 hours--Prereq.: Graduate standing. This course will provide actual classroom experiences with students with mild/moderate disabilities. Students will attend seminars to reflect on the classroom experience, demonstrate effective practices and discuss relevant issues. The course may be repeated with students with severe/profound disabilities.

#### **EDUC 5773 Politics and Governance of American Education**

3 hours--Prereq.: Master's degree, principal certification or departmental approval. Advanced study of principles and practices of visionary leadership, theory and organizational change. Includes the study of the structure, organization, politics, power groups, and multiculturalism of public schools.

#### **EDUC 5783 Personnel Administration in Public Schools**

3 hours--Prereq.: Master's degree, principal certification or departmental approval. Study of basic principles and practices of personnel administration in public schools, current issues involving both certified and non-certified personnel.

#### **EDUC 5793 The Superintendency**

3 hours--Prereq.: Master's degree, principal certification or departmental approval. Principles of public school central office administration, with emphasis on the leadership role of the superintendent in improving school climate and culture.

**EDUC 5832 Practicum and Portfolio in Public School Administration**

2 hours--Prereq.: 21 hours in the program including 5623, or departmental approval. Supervised practical experiences dealing with the administration of public schools. Students will develop and refine competencies in the application of theory to administration practices. A program portfolio will also be submitted and reviewed according to departmental guidelines.

**EDUC 5933 Survey of Emerging Technologies**

3 hours--This course will explore the latest trends in technology that are now, or soon will be, impacting K-12 education. Students will examine the possibilities and challenges of the currently most prominent emerging technologies as applied to a variety of learning spaces.

**EDUC 5943 21st Century School Leadership**

3 hours--This course is designed to prepare school leaders to effectively leverage technology and data to support teaching, learning and operations in schools. An emphasis will be placed on the development and implementation of a school technology vision and plan, as well as strategies for data-driven decision making.

**EDUC 5961-2 (Subject named in title listing)**

1 to 2 hours--Prereq.: Departmental approval. Directed group study on a special topic, normally of short duration. Grading is usually "P" or "F".

**EDUC 5981-4 Seminar in Education (Subject named in title listing)**

1 to 4 hours--Prereq.: Departmental approval. Directed intensive study on selected problem or special topic.

**EDUC 5991-4 Individual Study in Education (Subject named in title listing)**

1 to 4 hours--Prereq.: Graduate standing and departmental approval. Directed intensive study on definite problem or special subject based on approved outline or plan; conferences, oral and written reports.

**H/P/E 5343 Marriage, Family and Group Counseling**

3 hours--Prereq.: Departmental approval. A survey of the major theories, methods and techniques used in the treatment of marital and family problems with particular emphasis on the legal and ethical issues in group, marriage and family counseling. Emphasis is also given to the special needs of multi-cultural groups and people with disabilities.

**H/P/E 5443 Advanced Group Counseling**

3 hours--Prereq.: Departmental approval. Major contributions to group counseling theories are studied. The role of group work as a developmental or preventive approach is emphasized. Multi-cultural concerns and the needs of people with disabilities are also stressed.

**LIBSC 3003 Foundations of Librarianship**

3 hours--Survey of the history and current trends in libraries and modern librarianship; philosophy and ethics of library and information sciences.

**LIBSC 4981-4 Seminar in Library Science (Subject named in title listing)**

1-4 hours--Prereq.: Departmental approval. Directed group study on special subject or problem.

**LIBSC 4991-4 Individual Study in Library Science (Subject named in title listing)**

1-4 hours--Prereq.: Departmental approval. Directed individual study on special subject or problem. Open only to selected undergraduates.

**LIBSC 5113 School Library Administration I**

3 hours--Introduction to practical problems of school libraries, budgeting, physical facilities and equipment, technical processes, record keeping, and other elements of daily operations.

**LIBSC 5123 School Library Administration II**

3 hours--Prereq.: 5113 or departmental approval. Study of the administration of school libraries. Policy making; relations with faculty, students, parents, administrative staff, and community; management techniques.

**LIBSC 5133 Materials Selection**

3 hours--Principles and practice in selecting print and non-print materials as applied to school libraries.

**LIBSC 5213 Cataloging and Classification**

3 hours--An introduction to principles and theories of cataloging and classification. Emphasizes catalog construction, application of AACR2, Dewey Decimal classification, and Sears List of Subject Headings: Introduction to automated catalogs.

**LIBSC 5233 Reference Materials**

3 hours--Selection, evaluation and examination of major reference works and development of reference skills and techniques.

**LIBSC 5353 Literacy in the Media Center**

3 hours--Prereq.: Graduate Standing. This course will provide the student with a theoretical base and systematic reasoning tools to address American Library Association requirements for preparing library media specialist to support literacy preparation of school students. Principles of print literacy, information literacy, and media literacy will be addressed.

**LIBSC 5373 Media Production and Planning**

3 hours--Design and production of materials including video, multimedia production and web page design. Study of principles of visual design as it relates to production of materials. Library utilization of materials for individualized or small group instruction, training of volunteers and public relations.

**LIBSC 5383 The Library and the Special Student**

3 hours--Techniques of analyzing student body composition for special groups; rationale for focus on special groups; characteristics, needs, attitudes of and towards special groups. Library services, programs, and materials relevant to special students, including gifted and talented, minority, physically disabled, learning-disabled, and emotionally disturbed. Avoidance of stereotyping in library materials and bibliographic tools.

**LIBSC 5923 Young Adult Literature**

3 hours--Survey of reading interests of students in junior and senior high school. Examination of current issues in young adult literature and evaluation of materials.

**LIBSC 5952 Practicum and Portfolio in Library Media**

2 hours--Prereq.: Departmental approval. Supervised practical experiences in a library media program. Students will develop and refine competencies within a library media setting. A competency portfolio will be developed according to departmental guidelines.

**LIBSC 5963 Library Technology**

3 hours--Impact of technology on library materials and processes. Planning, implementing, maintaining, and evaluating automated library systems. Use of automation, including cataloging networks and computerized information retrieval.



**LIBSC 5973 Curriculum and the Media Center**

3 hours--Prereq.: EDLBS 5913, LIBSC 5923 or departmental approval. The librarian's role in designing curriculum, teaching library/media and research skills, and developing instructional goals and strategies. The school library's philosophies in relation to educational goals and objectives. Development, implementation, and evaluation of library/media services and programs in cooperation with instructional staff. The librarian's responsibility for supporting teachers, guiding students, and programming materials.

**LIBSC 5981-4 Seminar in Library Science (Subject named in title listing)**

1-4 hours--Prereq.: Departmental approval. Directed intensive study on selected problem or special topic.

**LIBSC 5991-4 Individual Study in Library Science (Subject named in title listing)**

1-4 hours--Prereq.: Departmental approval. Directed intensive study on definite problem or special subject, based on approved outline or plan; conference, oral and written reports.

**SCIED 3513 Science Methods and Materials for the Senior High School**

3 hours--Prereq.: Twenty hours science. Current philosophy, goals and methods of science teaching in the senior high school; familiarizing the student with recently developed programs in each of the science areas.

**SOSTU 4873 Methods in Secondary Social Studies**

3 hours--Prereq.: Twenty hours in history and EDUC 2012, 2211, 3001, 4632, EDPSY 3513 or departmental approval. This course will focus on the acquisition of professional skills, development of materials, and use of resources for secondary instruction in the social studies.

## Courses in Engineering

**ENGR 1111 Introduction to Engineering**

1 hour lecture/1 hour lab. Study skills, orientation and enrollment in engineering. Computer-based productivity tools. Engineering ethics and careers.

## Courses in English

**ENG 0123 Fundamentals of English ■**

3 hours--Using a holistic writing approach, students write paragraphs and essays, focusing on process, audience, sentence structure, organization, content, and fluency, in a variety of modes. Study of grammar, usage, and mechanics are determined by need. Does not count in lieu of English 1113 and 1213 and does not count for degree credit. Grading is "P" or "F".

**ENG 1113 Freshman Composition I ■**

3 hours--Students write coherent, organized, and mechanically-proficient short essays, using a variety of rhetorical strategies, including basic concepts of persuasion, support, and documentation.

**ENG 1213 Freshman Composition II ■**

3 hours--Prereq.: 1113. Students apply skills developed in English 1113 with emphasis on longer essays, extensive source-based research, and argumentation. It is recommended students take this course the semester following ENG 1113.

**ENG 2213 Introduction to Poetry ■**

3 hours--An introduction to the poetry genre, with emphasis on close reading, critical theory, and interpretative writing.

■ Denotes a Liberal Arts course.

**ENG 2223 Introduction to Fiction ■**

3 hours--An introduction to the fiction genre, with emphasis on close reading, critical theory, and interpretative writing.

**ENG 2233 Introduction to Drama ■**

3 hours--An introduction to the drama genre, with emphasis on close reading, critical theory, and interpretative writing.

**ENG 2243 Introduction to Creative Writing ■**

3 hours--Prereq.: 1213 or HNRS 2313. Sophomore standing. An introduction to the process of creating original fiction, poetry, and other literary forms.

**ENG 2423 American Literature to Whitman ■**

3 hours--Prereq.: 1213 or HNRS 2313. Extensive reading in American literature from colonial days to Whitman.

**ENG 2433 American Literature Since Whitman ■**

3 hours--Prereq.: 1213 or HNRS 2313. Extensive reading in American literature from Whitman to the present.

**ENG 2513 Introduction to Literary Study ■**

3 hours--Prereq.: 1213 or HNRS 2313. An introduction to the use of library resources and approaches to contemporary literary criticism: traditional, formalistic, psychological, archetypal, and exponential.

**ENG 2643 British Literature to 1800 ■**

3 hours--Prereq.: 1213 or HNRS 2313. A survey of British literature and British literary movements between 449 and 1800.

**ENG 2653 British Literature Since 1800 ■**

3 hours--Prereq.: 1213 or HNRS 2313. A survey of British literature and British literary movements from 1800 to the present.

**ENG 2713 Publications Practicum-Originals ■**

3 hours--Prereq.: 1213 or HNRS 2313. Work on Originals, the campus literary and art magazine, sponsored by the Department of English and Languages, and on Write On, the department's publication of outstanding composition essays. Can be taken twice for credit, but only three hours count towards the major.

**ENG 2881-4 Special Studies in English (Subject named in title listing)**

1 to 4 hours--Prereq.: Departmental approval. Directed group study on special subject or problem.

**ENG 3113 Reading and Writing Advanced Essays ■**

3 hours--Prereq.: 1213 or HNRS 2313; and ENG 2423, 2433, 2643 or 2653. Practice in narrative, descriptive, and persuasive modes of discourse.

**ENG 3123 Introduction to Linguistics ■**

3 hours--Prereq.: 1213 or HNRS 2313; and ENG 2423, 2433, 2643 or 2653. Studies English as used in the United States. Examines language acquisition, development, functions, and variance, including semantics and the process of language.

**ENG 3143 Introduction to Film ■**

3 hours--Prereq.: 1213 or HNRS 2313; and ENG 2423, 2433, 2643 or 2653. A broad survey of the genre, including its history, and a survey of related forms of nonprint media.

**ENG 3183 Technical and Professional Writing ■**

3 hours--Prereq.: 1213 or HNRS 2313. Study and practice of technical and professional writing in both in-house and published documents. Developing and collecting information and incorporating it into technical and professional papers, reports, proposals, memoranda.

**ENG 3193 Persuasive Writing and Logic ■**

3 hours--Prereq.: 1213 or HNRS 2313. Emphasizes formal principles of logic and persuasion as applied in written discourse. Students explore a variety of contemporary issues, formulate approaches to arguing those issues, and write fully developed arguments. Includes computer-assisted writing.

**ENG 3213 Shakespeare ■**

3 hours--Prereq.: 2643 or departmental approval. Origin and development of the drama, life and times of Shakespeare, the Shakespearean theatre, reading of selected plays.

**ENG 3323 Critical Approaches to Prose ■**

3 hours--Prereq.: 2423, 2433, 2643 or 2653. Explores various literary critical methodologies within the genres of prose and prose drama.

**ENG 3333 Critical Approaches to Poetry ■**

3 hours--Prereq.: 2423, 2433, 2643 or 2653. Explores various literary critical methodologies within the genres of poetry and verse drama.

**ENG 3343 Composing Theories and Practice ■**

3 hours--Prereq.: 2423, 2433, 2643 or 2653. In-depth study of various theories and research regarding the process writers follow as they compose. Relates composing process models to classroom practice.

**ENG 3353 Approaches to Grammar ■**

3 hours--Prereq.: 2423 or 2433 or 2643 or 2653. Examines grammar and syntax. Includes emphasis on the theories of and strategies for grammar instruction in the English classroom.

**ENG 3373 Creative Writing: Genre (Subject named in title listing) ■**

3 hours--Prereq.: 1213 or HNRS 2313; and ENG 2243. Original composition specializing in poetry, fiction, or other genres of creative writing. May be repeated for credit.

**ENG 3733 Teaching of Literature in Secondary School**

3 hours--Prereq.: Departmental approval. Explores literacy issues and practices and assesses print, nonprint, and cultural resources for secondary language arts. Analyzes principles of literature selection, critical study, and instruction of young adult literature.

**ENG 3913 World Literature to 1700 ■**

3 hours--Prereq.: 2423 or 2433 or 2643 or 2653. A study of literature in translation from antiquity to the 17th Century (excludes British and American works).

**ENG 3923 World Literature Since 1700 ■**

3 hours--Prereq.: 2423 or 2433 or 2643 or 2653. A study of literature from French Neoclassicism to the present (excludes British and American works).

**ENG 4113 History of the English Language ■**

3 hours--Prereq.: Two of the following: 2423, 2433, 2643, 2653; or 3323 or 3333; or departmental approval. Development of modern English from Old English showing its changes from a highly inflected language to a word order language.

**ENG 4523 American Literature: Period, Movement, or Type (Subject named in title listing) ■**

3 hours--Prereq.: Two of the following: 2423, 2433, 2643, 2653; or 3323 or 3333; or departmental approval. Focuses study on a particular aspect of American literature. Content varies in different semesters. May be repeated for credit.

**ENG 4543 British Literature: Period, Movement, or Type (Subject named in title listing) ■**

3 hours--Prereq.: Two of the following: 2423, 2433, 2643, 2653; or 3323 or 3333; or departmental approval. Focuses study on a particular aspect of British literature. Content varies in different semesters. May be repeated for credit.

**ENG 4553 World Literature: Period, Movement, or Type (Subject named in title listing) ■**

3 hours--Prereq.: Two of the following: 2423, 2433, 2643, 2653; or 3323 or 3333; or departmental approval. Focuses study on a particular aspect of World literature. Content varies in different semesters. May be repeated for credit.

**ENG 4613 Genre: Period, Movement, or Type (Subject named in title listing) ■**

3 hours--Prereq.: Two of the following: 2423, 2433, 2643, 2653; or 3323 or 3333; or departmental approval. Focuses study on a particular literary genre. Content varies in different semesters. May be repeated for credit.

**ENG 4713 Teaching Literacy in the Secondary School**

3 hours--Prereq.: Departmental approval. Discussion of current literacy issues affecting the teaching of language arts in middle and high schools. Covers methods and materials for teaching reading and video literacies as well as whole-language learning and critical thinking. Includes discussions of sociolinguistics and psycholinguistics.

**ENG 4723 Teaching of Grammar and Composition in Secondary School**

3 hours--Prereq.: Departmental approval. The origins, underlying assumptions, and processes of both traditional and linguistic grammar; the method of teaching grammatical concepts; methods of improving the composition of high school students; organization of paragraph and theme; improvement of sentence structure.

**ENG 4743 Methods of Teaching English ■**

3 hours--Prereq.: Departmental approval. Studies pedagogical theories and practices associated with teaching secondary language arts, including resource evaluation, assessment uses, curriculum design, and humanities integration. Requires teaching demonstrations, reflective practices, and involvement in professional organizations.

**ENG 4813 Special Topics in Literature (Subject named in title listing) ■**

3 hours--Prereq.: Two of the following: 2423, 2433, 2643, 2653; or 3323 or 3333; or departmental approval. An advanced study of selected aspects of literature. Content varies in different semesters. May be repeated for credit.

**ENG 4823 Special Topics in Language Arts (Subject named in title listing) ■**

3 hours--Prereq.: Junior standing or departmental approval. An advanced study of selected aspects of the English language. Content varies in different semesters. May not be repeated for credit.

**ENG 4943 Language Awareness ■**

3 hours--Prereq.: Senior standing or departmental approval. A critical study of the roles that language and literature play, including a survey of the history of the English language. Required of all English majors and minors.

**ENG 4981-4 Seminar in English (Subject named in title listing)**

1 to 4 hours--Prereq.: Junior standing or departmental approval. Directed group study on special subject or problem.

**ENG 4991-4 Individual Study in English (Subject named in title listing)**

1 to 4 hours--Prereq.: Junior standing or departmental approval. Directed study on special subject or problem. Open only to selected undergraduates.

**ENG 5981-4 Seminar in English (Subject named in title listing)**

1 to 4 hours--Prereq.: 2513 and departmental approval. Directed intensive study on selected problem or special topic.

**ENG 5991-4 Individual Study in English (Subject named in title listing)**

1 to 4 hours--Prereq.: 2513, graduate standing, twelve hours English, and departmental approval. Directed intensive study on definite problem or special subject, based on approved outline or plan; conferences, oral and written reports.

## Courses in Entrepreneurship

(See Courses in Business Administration)

## Courses in Environmental Health Science

**EHS 1114 Introduction to Environmental Health Science**

4 hours--An examination of causes, effects, and control measures for environmental pollution with special emphasis on governmental regulatory concerns, legislative actions, risk, and management procedures. Environmental health issues, public health, and safety and welfare concepts are studied. Three hours lecture and two hours laboratory weekly.

**EHS 2223 Watershed Management ■**

3 hours--A basic introduction to watershed management. The course covers the most important watershed management topics about which watershed managers, local officials, involved citizens, decision makers, natural resources managers and others should have at least an introductory level of knowledge. The course is an expanded version of the US-EPA's Watershed Academy and students who successfully complete the course will receive certification.

**EHS 2313 Solid and Hazardous Waste Management**

3 hours--A comprehensive study of the solid waste problem with emphasis on RCRA and hazardous waste management.

**EHS 2413 Radiologic Health**

3 hours--An introduction in radiological health including sources of radiation, types of radiation, detection and control measures, and personnel protection from radiation sources.

**EHS 2613 Industrial Hygiene**

3 hours--Prereq.: MATH 1513. An introduction to the Occupational Health and Safety Act of 1970. The course includes the recognition, evaluation, and control of health and safety hazards in the work environment.

■ Denotes a Liberal Arts course.

**EHS 2713 Environmental Economics ■**

3 hours--A study of the basic principles of economics, and their implications and applications to environmental policy, regulation and environmental health science.

**EHS 2881-4 Special Studies in Environmental Science (Subject named in title listing)**

1 to 4 hours--Prereq.: Departmental approval. Directed group study on special subject or problem.

**EHS 3114 Epidemiology ■**

4 hours--Prereq.: MATH 1513. A study of the etiology and characteristics of the principal diseases of man and the control of infected individuals and environments. Methods of presenting and interpreting epidemicity and endemicity are presented. Laboratory and field experiences are provided.

**EHS 3153 Environmental Health Administration**

3 hours--The structure and administration of environmental health organizations. The legal and financial basis of programs and the management practices utilized in present programs; various environmental legislation is also presented.

**EHS 3543 Water Resources ■**

3 hours--Prereq.: 1114 and prereq. or coreq.: CHEM 1214 A comprehensive study of water resources with special emphasis on protection of water quality and remediation of contaminated water resources.

**EHS 3553 Water Quality and Treatment**

3 hours--Prereq.: CHEM 1114. A comprehensive study of the properties, distribution and utilization of water in natural and man-made systems; conventional water and wastewater treatment practices are presented.

**EHS 3603 Air Quality**

3 hours--Prereq.: CHEM 1114. The fundamentals of air pollution phenomena, effects, and applicable control measures.

**EHS 3703 Biostatistics**

3 hours--Prereq.: MATH 1513. A study of statistical methods commonly used in environmental and life science. Topics include descriptive and inferential statistics and other related calculations.

**EHS 3803 Environmental Toxicology**

3 hours--Prereq.: CHEM 1114. A study of the poisonous or toxic properties of substances and the regulations and management practices for these chemicals.

**EHS 4113 Institutional Environmental Health**

3 hours--Prereq.: 1114, 3553, 3603, BIOL 2345. Recognition, evaluation, and control measures of variables affecting the environmental health aspects of work habits, schools, camps, hospitals, nursing homes, day care centers, and other public facilities are presented.

**EHS 4143 Food Hygiene and Consumer Protection**

3 hours--Prereq.: 1114, BIOL 2345, CHEM 1114. A study of the health effects of food and milkborne diseases, including a discussion of food and milk as vehicles of infection, essentials of milk and food quality, and standards for food service equipment.

**EHS 4203 Community Health**

3 hours--Prereq.: 1114, 2313, 3553, 3603, BIOL 2345, CHEM 1214. A study of community health's history, progression, and promotion of preventive methods. Current issues in environmental/community health

are reviewed. Topics include food and milk protection; health program aspects of air, water, and solid waste; measures for the abatement and control of disease vectors; code enforcement for septic systems, swimming pools, and private water wells; injury prevention; public/community/occupational health risk assessments.

#### **EHS 4553 Environmental and Organic Chemistry ■**

3 hours--Prereq.: CHEM 1114 and 1214. Introduction to the chemistry of the natural environment and fate, transport and significance of organic and inorganic chemical contaminants.

#### **EHS 4703 Environmental and Risk Assessment**

3 hours--Prereq.: 1114, 2313, 3553, 3603, or departmental approval. A study of the factors required for the preparation and evaluation of an environmental assessment; also an introduction to risk assessment and management, including accident prevention.

#### **EHS 4802 Environmental Health Laboratory**

2 hours--Prereq.: 1114, 3553, 3603, CHEM 1114. A study of modern equipment used in the assessment of Environmental Quality. Topics include calibration and sampling methods used in measurements of air, water, and soil contaminants.

#### **EHS 4946-8 Field Experience in Environmental Health**

6 to 8 hours--Prereq.: Retention grade point average of 2.0, major grade point average of 2.0, minimum 21 hours EHS courses and departmental approval. Each student is required to complete a 6-8 semester hour field training in one semester time period consisting of 320 hours of employment or volunteer service in an approved setting.

#### **EHS 4981-4 Seminar in Environmental Science (Subject named in title listing)**

1 to 4 hours--Prereq.: Departmental approval. Directed group study on special subject or problem.

#### **EHS 4991-4 Individual Study in Environmental Science (Subject named in title listing)**

1 to 4 hours--Prereq.: Departmental approval. Directed individual study on special subject or problem. Open only to selected undergraduates.

#### **EHS 5981-4 Seminar in Environmental Science (Subject named in title listing)**

1 to 4 hours--Prereq.: Departmental approval. Directed intensive study on selected problem or special topic.

#### **EHS 5991-4 Individual Study in Environmental Science (Subject named in title listing)**

1 to 4 hours--Prereq.: Graduate standing and twelve hours environmental health science. Directed intensive study on definite problem or special subject, based on approved outline or plan; conferences, oral and written reports.

## **Courses in Family and Consumer Sciences**

#### **FCS 1113 Basic Construction Techniques**

3 hours--Developing or improving the basic theory of apparel selection and construction, including pattern and fabric selection, pattern alteration and fitting. The course places emphasis on concepts and reasons for choices and techniques.

#### **FCS 1213 Textiles**

3 hours--Study of old and new creations in fibers, yarns, and finishes of textile fabrics; buying, using, and caring for textile fabrics.

#### **FCS 1513 Nutrition ■**

3 hours--Principles of human nutrition, applied to various stages in life with emphasis on nutritional adequacy.

#### **FCS 1523 Careers in Family and Consumer Sciences**

3 hours--Orientation to Family and Consumer Sciences as a profession and exploration of available career opportunities.

#### **FCS 2113 Foods**

3 hours--Prereq.: 1513. A study of basic food preparation methods and guidelines for providing nutritious meals.

#### **FCS 2133 House Planning and Furnishing**

3 hours--Planning and furnishing the home; developing understanding and appreciation of various ways in which a home environment can affect personal and family living.

#### **FCS 2193 Retail Merchandising**

3 hours--A study of the retail industry from the designing, production, and distribution of goods; including fashion centers and retailing. Field experience required.

#### **FCS 2881-4 Special Studies in Family and Consumer Sciences (Subject named in title listing)**

1 to 4 hours--Prereq.: Departmental approval. Directed group study on special subject or problem.

#### **FCS 3013 Consumer Buying ■**

3 hours--Standards in buying for the consumer with emphasis on ready-to-wear fashions, household equipment, and home and personal accessories. The psychology of buying and the consumer decision making process will be studied.

#### **FCS 3213 Child Care ■**

3 hours--Development and care of the child from conception to five years old. Two-hour lecture, two-hour laboratory in an established child care center.

#### **FCS 3313 Merchandise Buying**

3 hours--Prereq.: 2193. Principles for successful merchandising of retail goods. Analysis of apparel markets and consumer demands. A quantitative procedure for planning and analyzing sales, profit and inventory. Field experience required.

#### **FCS 3413 Design, Wardrobe and Image Analysis**

3 hours--Principles of design and design elements relating to apparel and personal appearance.

#### **FCS 3463 Behavior and Guidance of the Pre-School Child**

3 hours--Prereq.: 3213 or departmental approval. The study of the individual and group needs of young children, philosophy of adult-child relationship, with emphasis on methods and principles of guidance based on growth needs of young children. Evaluation of kinds of school programs, day care centers and other means of meeting varying community needs. Participation in nursery school, day care or equivalent.

#### **FCS 3513 Meal Planning and Table Service**

3 hours--Prereq.: 1513 and 2113. Planning, preparation, and serving of food for all occasions.

#### **FCS 3623 Retail Fashion Promotion**

3 hours--Prereq.: 2193 and departmental approval. Preparation, production and evaluation of fashion-related events. Usage of special purpose media in the promotion of retail merchandise.



**FCS 3813 Fashion Merchandising Internship**

3 hours--Prereq.: 4013 and Junior standing. Directed practical experiences in an approved work situation related to the fashion industry.

**FCS 3912 Nutrition in School and Community**

2 hours--Prereq.: Junior standing. Health and nutrition programs, tools, assessments, surveillance, evaluation, legislation.

**FCS 4013 Visual Merchandising**

3 hours--Prereq.: 2193, 3313. Study and application of principles and practices in arranging and displaying merchandise for commercial and educational purposes.

**FCS 4113 Intermediate Construction Techniques**

3 hours--Prereq.: 1113, 1213, 3413. Advanced theory in clothing construction techniques.

**FCS 4132 Children's Clothing**

2 hours--Planning, purchasing, and making of children's clothing.

**FCS 4213 Family Relationships ■**

3 hours--A study of the relationships between the members of a family with a view of developing a worthy home membership.

**FCS 4313 Home Management ■**

3 hours--General management of the home; expenditures and budgets; individual projects.

**FCS 4443 Family Crisis and Resources ■**

3 hours--Crisis and special problems encountered in all types of families with individual and community resources available.

**FCS 4513 Methods of Teaching Family and Consumer Sciences**

3 hours--Prereq.: Departmental approval. Creative Family and Consumer Sciences instruction. Problems and methods of teaching family and consumer sciences.

**FCS 4523 Resource Management in Contemporary Living ■**

3 hours--Recognition, integration, and application of management principles and concepts in a variety of family managerial situations. Utilization of appropriate technology.

**FCS 4713 Tailoring**

3 hours--Prereq.: Departmental approval. A study of tailored garments; making suits and coats; theory and laboratory.

**FCS 4883 History and Philosophy of Career and Technology Education ■**

3 hours--Prereq.: Departmental approval. A survey course dealing with the basic educational philosophies as they apply to career and technology education and describing the influences which have shaped the development of the discipline.

**FCS 4981-4 Seminar in Family and Consumer Sciences (Subject named in title listing)**

1 to 4 hours--Prereq.: Departmental approval. Directed group study on special subjects or problems.

**FCS 4991-4 Individual Study in Family and Consumer Sciences (Subject named in title listing)**

1 to 4 hours--Prereq.: Departmental approval. Directed individual study on special subject or problem. Open only to selected undergraduates.

**FCS 5313 Advanced Tailoring**

3 hours--Professional techniques in tailoring; making suits and coats.

■ Denotes a Liberal Arts course.

**FCS 5981-4 Seminar in Family and Consumer Sciences (Subject named in title listing)**

1 to 4 hours--Prereq.: Departmental approval. Directed intensive study on selected problem or special topic.

**FCS 5991-4 Individual Study in Family and Consumer Sciences (Subject named in title listing)**

1 to 4 hours--Prereq.: Graduate standing and twelve hours home economics. Directed intensive study on definite problem or special subject, based on approved outline or plan; conferences, oral and written reports.

**Courses in Finance**

(See Courses in Business Administration)

**Courses in French****FREN 1113 Elementary French I ■**

3 hours--Pronunciation, elements of grammar, easy reading, conversation.

**FREN 1223 Elementary French II ■**

3 hours--Prereq.: 1113 or equivalent in high school. Continuation of 1113, fundamentals of grammar, translations of increased difficulty.

**FREN 2113 Intermediate French I ■**

3 hours--Prereq.: 1223. French composition, review of grammar, reading.

**FREN 2223 Intermediate French II ■**

3 hours--Prereq.: 2113. French reading; adapted novels or short stories.

**FREN 4981-4 Seminar in French (Subject name in title listing)**

1 to 4 hours--Prereq.: Departmental approval. Directed group study on special subject or problem.

**Courses in Geography****GEOG 1113 Elements of Human Geography ■**

3 hours--The major organizing concepts of social, economic, population, and cultural geography. People's geographic behavior in terms of their spatial organization of the earth's surface and their development of regional and political systems.

**GEOG 1214 Earth Science ■**

4 hours--Surface features of the earth; landforms, waters, rocks, minerals, weather, climate, and soils; laboratory and field study included.

**GEOG 2513 World Regional Geography ■**

3 hours--The world's major cultural regions, with emphasis on geographic aspects of contemporary economic, social and political relationships with the physical environment.

**GEOG 2881-4 Special Studies in Geography (Subject named in title listing)**

1 to 4 hours--Prereq.: Departmental approval. Directed group study on special subject or problem.

**GEOG 3213 Conservation of Natural Resources ■**

3 hours--Prereq.: 1113, 1214. A study of current problems in conservation of natural resources with an emphasis on solutions. Topics include population, deforestation, water issues, and climatic change.



**GEOG 3223 Geography of Oklahoma ■**

3 hours--A study of the physical regions, culture, population, distribution, economic development, and recreational resources of Oklahoma.

**GEOG 3323 Economic Geography ■**

3 hours--Processes significant to the spatial structure of economic systems. Economic activities such as production, consumption and site selection are examined from locational, distributional, and spatial interaction perspectives. Computer lab component consists of the use of business geographics software applications.

**GEOG 3413 Weather and Climate ■**

3 hours--The elements of weather and climate with daily meteorological observations; weather regions and origins. Weather conditions as they affect man, animal life and vegetation. Climatic regions.

**GEOG 3613-5 Field Studies in Regional Geography**

3 to 5 hours--Intensive study of the geographic features of a region or regions through direct observations and travel using appropriate field study methods. This course is offered in the summer for undergraduate students.

**GEOG 4981-4 Seminar in Geography (Subject named in title listing)**

1 to 4 hours--Prereq.: Departmental approval. Directed group study on special subject or problem.

**GEOG 4991-4 Individual Study in Geography (Subject named in title listing)**

1 to 4 hours--Prereq.: Departmental approval. Directed individual study on special subject or problem. Open only to selected undergraduates.

**GEOG 5613-5 Geographic Field Studies of Regions**

3 to 5 hours--Geographic and historic studies of regions, including both physical and cultural features, through directed educational travel, with emphasis on observation and interpretation.

**GEOG 5981-4 Seminar in Geography (Subject named in title listing)**

1 to 4 hours--Prereq.: Departmental approval. Directed intensive study on selected problem or special topic.

**GEOG 5991-4 Individual Study in Geography (Subject named in title listing)**

1 to 4 hours--Prereq.: Graduate standing and sixteen hours social studies including eight hours geography. Directed intensive study on selected problem or special subject, based on approved outline or plan; conferences, oral and written reports.

**GECAR 3233 Geospatial Research Design and Analysis ■**

3 hours--Prereq.: CARTO 2253 and a statistics course. Basic techniques and methods of investigation and presentation of data related to spatial research.

**GECAR 4653 Senior Capstone Projects**

3 hours--Prereq.: 3233 and senior standing. This course requires students to develop, implement and present the results of a substantive individualized project in cartography, GIS, remote sensing and/or geography.

**GESOC 4413 Demography ■**

3 hours--Prereq.: GEOG 1113 or SOC 1113. Study of the social processes related to differentials in fertility, mortality, and selective population movements.

**GESOC 4853 Comparative Cultures ■**

3 hours--Prereq.: One course each in Sociology and Geography. A comparison of the cultures, social organizations, behavior patterns, and geographical environments of selected societies. In this course the reciprocal relationship between man and his or her natural environment is stressed.

**SOSTU 4873 Methods in Secondary Social Studies**

3 hours--Prereq.: Twenty hours in history and EDUC 2012, 2211, 3001, 4632, EDPSY 3513 or departmental approval. This course will focus on the acquisition of professional skills, development of materials, and use of resources for secondary instruction in the social studies.

## Courses in Geology

**GEOL 1114 Introduction to Geology ■**

4 hours--Introduction to the fundamental concepts of geology including their application to groundwater, hydrogeology, land forms, mineral and fossil fuel exploration.

## Courses in German

**GER 1113 Elementary German I ■**

3 hours--Pronunciation, elements of grammar, easy reading, conversation.

**GER 1223 Elementary German II ■**

3 hours--Prereq.: 1113. Continuation of course 1113, fundamentals of grammar, reading of increased difficulty.

**GER 4981-4 Seminar in German (Subject named in title listing)**

1 to 4 hours--Prereq.: Departmental approval. Directed group study on special subject or problem.

## Courses in History

**HIST 1113 Early Western Civilization ■**

3 hours--A multicultural perspective on the study of humankind from prehistoric times to the 1600's. Included are the social and political contributions of Greece and Rome, along with their contributions in science, literature, and philosophy; the Eastern Roman and Islamic worlds; feudalism and medieval thought; ancient religions; the medieval church; the rise of representative governments and modern nation-states; the artistic and literary achievements of the Renaissance, and the Reformation.

**HIST 1123 Modern Western Civilization ■**

3 hours--A study of European and world civilization 1660 to the present, including the development of individual nations, principal international conflicts, and cultural movements. This course surveys the Scientific Revolution; the literature and philosophy of the Enlightenment; literature, music, and art in the Classical and Romantic Periods; the manner in which people lived; the French Revolution, the Industrial Revolution, Socialism, Marxism, and the rise of democracy.

**HIST 2213 Oklahoma History ■**

3 hours--Prereq.: Departmental approval. An introductory over-view of Oklahoma history from pre-history to the present.

**HIST 2483 United States History Survey to 1877 ■**

3 hours--An introductory over-view of United States history from beginnings through Reconstruction following the Civil War.

**HIST 2493 United States History Survey Since 1877 ■**

3 hours--An introductory over-view of United States history from Reconstruction to the present.

**HIST 2513 Survey of African American History ■**

3 hours--Students will gain an understanding of African American history from slavery to the present. The first half of the course will focus on the origins and growth of slavery in the United States. The second half will discuss the adaptation of African Americans to freedom.

**HIST 2523 Native Peoples in American History ■**

3 hours--An introductory lecture survey course that focuses on the cultural, political, military, and legal relationship between Native Americans and Euro-Americans from the contact period to the present.

**HIST 2613 Explorations in World History and Culture ■**

3 hours--This course covers a high point in the civilization of Africa, the Near East, the Far East, Europe and the Americas. Through readings, film, lecture and discussion students will come to appreciate the remarkable achievements of humankind.

**HIST 2881-4 Special Studies in History (Subject named in title listing)**

1 to 4 hours--Prereq.: Departmental approval. Directed group study on special subject or problem.

**HIST 3113 Contemporary American History ■**

3 hours--Prereq.: Departmental approval. A study of contemporary issues of the United States, including their immediate historical background; problems drawn from the political, economic, social, and intellectual experience of America since 1945.

**HIST 3133 American Military History ■**

3 hours--America's wars since the Revolution, American military traditions, leadership, and national defense policies.

**HIST 3143 Britain to 1689 ■**

3 hours--Survey of British history from Roman times to 1689.

**HIST 3153 Britain Since 1689 ■**

3 hours--Survey of British history from 1689 to the present.

**HIST 3233 The Indian in American History ■**

3 hours--Prereq.: Departmental approval. A study of Indian life, culture, and history with emphasis on Indian-white relations and the impact of Federal Indian policy, 1789-present.

**HIST 3313 Ancient Greece ■**

3 hours--Detailed study of the social, political, and intellectual life of the Greeks; influences of Greek philosophy and culture upon modern civilization.

**HIST 3333 Vistas in World History ■**

3 hours--The class will offer a sweeping overview of human history, exploring developments that have affected societies on a global scale such as the rise of agriculture, the emergence of universal religions, the expansion of empires and colonialism, the formation of the modern nation state, the evolution of capitalism and globalization. Students will achieve familiarity with the basic historical narrative of major world civilizations and regions including the "Western World," Latin America, Russia, the Islamic World, Sub-Saharan Africa, India, China, Japan and Oceania. The goal will be to achieve mastery of the essentials of world history and lay a foundation for further exploration of specific topics.

**HIST 3343 Vistas in U.S. History ■**

3 hours--The class will offer a sweeping overview of United States history, exploring major developments that have affected society on a national scale. Students will acquire a familiarity with the basic narrative of major political, social, economic, and military events in United States history. The goal will be to achieve a mastery of the essentials of United States history and build a foundation for further exploration of specific topics.

**HIST 3413 Rome ■**

3 hours--Origin and expansion of Rome, its political and cultural life, including rise of Christianity, technical achievements, government and laws, and the enduring influence of Rome on the civilization of Western Europe.

**HIST 3453 The Middle Ages ■**

3 hours--Institutions and ideals in the middle ages; feudalism, feudal monarchy, Holy Roman Empire, papacy, monasteries, towns, guilds, and universities. The classical revival, the rise of humanism, and the artistic innovations of Renaissance Europe will be emphasized.

**HIST 3553 Legal and Constitutional History of England ■**

3 hours--Development of English political institutions, law, courts, legal practice, and traditions.

**HIST 3613 Europe, 1815-1914 ■**

3 hours--Course covers the period after Napoleon, during which successive revolutions erupted against the Old Regime, the Industrial Revolution brought on great changes, modern Italy and Germany were formed, and nationalism, militarism, and imperial rivalries moved Europe toward World War I. (Note--students who have already taken and received credit for either History 3613 formerly Europe, 1815-1870, or History 3913, formerly Europe, 1870-1919, may not take this course for credit.)

**HIST 3623 Twentieth Century Eastern Europe ■**

3 hours--Prereq.: Departmental approval. Eastern Europe since 1918. This course analyzes the important role Eastern Europe (Poland, Czechoslovakia, Hungary, and the Balkan nations) has played in Twentieth Century European and World History, especially as a key factor in the origins of both World Wars, the Cold War, and recent Soviet bloc politics. Special attention is given to nationality issues, the development of national consciousness, and state-building throughout the region.

**HIST 3823 Global Industrialization in Historical Perspective ■**

3 hours--A survey of industrialization processes around the globe in modern times using a comparative methodology which analyzes the effects of industrialization on social, political, economic, intellectual, and diplomatic patterns and structures.

**HIST 3883 Writing in History (Subject named in title listing) ■**

3 hours--A research and writing seminar on various topics in United States, European and World History. It will be credited to one of those fields on the history major.

**HIST 3923 World History, 1914-1939 ■**

3 hours--A study of the principal European and Asiatic nations, and the international relations of these countries with each other and the U.S.; the rise and aims of the totalitarian states, particularly Hitler's Germany and Soviet Russia; conflicts between the democratic, fascist and communist states which serve as the background for World War II. (Note--students who have already taken and received credit for History 4113, formerly World History Since 1919, may not take this course for credit.)

**HIST 3943 Modern Germany, 1648 to the Present ■**

3 hours--Germany since the Thirty Years War, the rise of Prussia, formation of the German Empire, Germany in World War I, the Nazis, World War II, and divided Germany since World War II.

**HIST 4113 World History, 1939 to the Present ■**

3 hours--A study of World War II and world developments since World War II. Special emphasis is placed on the reconstruction of Europe, the spreading communist empire, the emergence of the Third World and special problems facing the super powers. (Note--students who have already taken and received credit for History 4113, formerly World History Since 1919, may not take this course for credit.)

**HIST 4123 Five Southeastern Tribes ■**

3 hours--A study of the Five Southeastern tribes from pre-Columbian contact to the present with a focus on life, culture, and history.

**HIST 4133 Modern Russia ■**

3 hours--This course examines the major factors in the collapse of Tsarist Russia and the formation of the Soviet Union, the evolution of the Soviet State and society from Lenin through Gorbachev, the factors for the demise of the Soviet State, and the emergence of independent nations from the wreckage of the USSR.

**HIST 4143 The History of Islam ■**

3 hours--Islam's influence spreads from the Atlantic Ocean to the borders of China. Today, Islam is a viable social, economic and political force in much of what is called the non-Western world. This course will trace the history of this dynamic phenomenon over twelve centuries from its origins in the 7th C.A.D. to the present.

**HIST 4173 Modern Global Diplomatic History ■**

3 hours--The course focuses upon major diplomatic events and processes during the twentieth century which occurred within a world context and had global implications for the future conduct in foreign policy. Some of these events include the origins of World War I and II and the Cold War; the diplomatic meanings of the Chinese and Cuban revolutions; the collapse of the Soviet Union, and the reunification of Germany.

**HIST 4233 History and Historians ■**

3 hours--Prereq.: Departmental approval. This course deals with definitions, reasons, and methods for historical study, historiography; philosophy of history; and, the historical profession.

**HIST 4353 The American West ■**

3 hours--An examination of the political, social, cultural, economic, and environmental forces that shaped, and continue to shape, the American West.

**HIST 4513 American Colonial History ■**

3 hours--Prereq.: Departmental approval. An in-depth, interpretive study of American history from beginnings through the American Revolution.

**HIST 4533 The United States, 1783-1828 ■**

3 hours--Prereq.: Departmental approval. An in-depth, interpretive study of American history from the Revolution to the election of Andrew Jackson.

**HIST 4543 The Origin and Growth of the U.S. Constitution ■**

3 hours--Prereq.: PS 1113 or HIST 2483. The origin and growth of the Constitution with appropriate legislation, court decisions, and Anglo-Saxon constitutional and historical backgrounds.

**HIST 4553 United States 1828-1860 ■**

3 hours--Prereq.: Departmental approval. An in-depth, interpretive study of American history from the election of Andrew Jackson to the eve of the Civil War.

**HIST 4713 Civil War and Reconstruction in the United States ■**

3 hours--Causes of the Civil War, the military campaigns, and Reconstruction, 1860-1877.

**HIST 4733 The United States 1877-1919 ■**

3 hours--Industrial growth and social change in the United States, acquisition of the nation's empire, and the U.S. in World War I.

**HIST 4753 The United States 1919-1945 ■**

3 hours--Emphasis on political and social developments from the end of World War I through World War II.

**HIST 4981-4 Seminar in History (Subject named in title listing)**

1 to 4 hours--Prereq.: Departmental approval. Directed group study on special subject or problem.

**HIST 4991-4 Individual Study in History (Subject named in title listing)**

1 to 4 hours--Prereq.: Departmental approval. Directed individual study on special subject or problem. Open only to selected undergraduates.

**HIST 5981-4 Seminar in History (Subject named in title listing)**

1 to 4 hours--Prereq.: Departmental approval. Directed intensive study on selected problem or special topic.

**HIST 5991-4 Individual Study in History (Subject named in title listing)**

1 to 4 hours--Prereq.: Graduate standing and twelve hours history, except with departmental approval. Directed intensive study on definite problem or special subject, based on approved outline or plan; conferences, oral and written reports.

**SOSTU 4873 Methods in Secondary Social Studies**

3 hours--Prereq.: Twenty hours in history and EDUC 2012, 2211, 3001, 4632, EDPSY 3513 or departmental approval. This course will focus on the acquisition of professional skills, development of materials, and use of resources for secondary instruction in the social studies.

## Courses in Honors

**HNRS 1111 Honors Freshman Colloquium**

1 hour--Prereq.: Admission to the Honors Program. Students newly admitted to the ECU Honors Program are oriented to campus life, opportunities for study and skill development; presented with fundamentals of critical thinking and research skills and are encouraged to explore our western cultural traditions of liberal arts education. Students may participate in group discussions and presentations.

**HNRS 1213 Enduring Questions: Perspectives from Western Humanities ■**

3 hours--Prereq.: Admission to the Honors Program. This course is a freshman-level seminar for honors students. It is the first in a four-course sequence, unified in content around significant enduring questions central to the liberal arts. Some options include: What does it mean to be human? What is justice? What is goodness? How can we live responsibly on the planet? A true interdisciplinary approach focusing on at least two disciplines and emphasizing primary source material drawn from the Western humanities will inform the course structure. Students will examine works from disciplines including philosophy, literature,

■ Denotes a Liberal Arts course.

history, theology, and the visual arts, and ranging from the Ancient period to the present day. At least twenty-five percent of the course will engage literary texts. The course will develop student's analytic and expressive abilities as well as enhance their cultural awareness. The course fulfills the university's general education requirements for Humanities-Western Civilization (G1) courses.

**HNRS 1313 Enduring Questions: Perspectives from Non-Western Humanities** ■

3 hours--Prereq.: Admission to the Honors Program; 1213 or Honors Director approval. This course is a freshman-level seminar for honors students. It is the second in a four-course sequence, unified in content around significant enduring questions central to the liberal arts. Some options include: What does it mean to be human? What is justice? What is goodness? How can we live responsibly on the planet? A true interdisciplinary approach focusing on at least two disciplines and emphasizing primary source material drawn from the Non-western humanities will inform the course structure. Students will examine works from disciplines including philosophy, literature, history, theology, and the visual arts, ranging from the Ancient period to the present day. At least twenty-five percent of the course will engage literary texts. The course will develop student's analytic and expressive abilities as well as enhance their cultural awareness. The course fulfills the university's general education requirements for Humanities-Non-Western Civilization (G2) courses.

**HNRS 2213 Enduring Questions: Perspectives from Science** ■

3 hours--Prereq.: Admission to the Honors Program; 1213, 1313 or Honors Director approval. This course is a sophomore-level seminar for honors students. It is the third in a four-course sequence, unified in content around significant enduring questions central to the liberal arts. Some options include: What does it mean to be human? What is Justice? What is Goodness? How can we live responsibly on the planet? A true interdisciplinary approach focusing on at least two disciplines and emphasizing primary source material drawn from the sciences will inform the course structure. Attention will be paid to how the primary sources address the fundamental question. The course will develop student's analytic and expressive abilities as well as enhancing their cultural awareness. The course fulfills the university's general education requirements for G4 courses.

**HNRS 2313 Enduring Questions: Perspectives from Rhetoric and Research** ■

3 hours--Prereq.: Admission to the Honors Program; 1213, 1313, 2213 or Honors Director approval; ENG 1113. This course is a sophomore-level seminar for honors students. It is the fourth in a four-course sequence, unified in content around significant enduring questions central to the liberal arts. Some options include: What does it mean to be human? What is Justice? What is Goodness? How can we live responsibly on the planet? A true interdisciplinary approach focusing on at least two disciplines, emphasizing rhetoric and research, will inform the course structure. Attention will be paid to how the primary sources address the fundamental question. The course will develop student's analytic and expressive abilities and students will craft a researched, written document illustrating their cohesive understanding of the entire four-course sequence. The course fulfills the university's general education requirements for English Composition II.

**HNRS 2881-4 Special Studies in Honors (Subject named in title listing)** ■

1 to 4 hours--Prereq.: Admission to the Honors Program and Program Director approval. Directed group study on special subject or problem.

**HNRS 4981-4 Seminar in Honors (Subject named in title listing)** ■

1 to 4 hours--Prereq.: Admission to the Honors Program and Program Director approval. Directed group study on special subject or problem.

**HNRS 4991-4 Individual Study in Honors (Subject named in title listing)**

1 to 4 hours--Prereq.: Admission to the Honors Program and Program Director approval. Directed study on special subject or problem.

## Courses in Human Resources

**ASLHR 2613 American Sign Language I** ■

3 hours--Course consists of principles, methods, and techniques of communicating manually with the deaf. Emphasis will be on developing manual communication skills and a basic vocabulary in American Sign Language and an understanding of basic grammatical principles of American Sign Language. Also included will be a brief orientation to the various systems of Signed English.

**ASLHR 3063 American Sign Language II** ■

3 hours--Prereq.: 2613. Course provides continued development of American Sign Language vocabulary and ASL grammar. Emphasis will be on developing expressive and receptive signing skills in ASL.

**ASLHR 3163 Fingerspelling and Conversational American Sign Language** ■

3 hours--Prereq.: Departmental approval. A course designed to develop expressive and receptive fingerspelling skills, as well as developing the students' understanding and use of conversational ASL.

**ASLHR 4703 American Sign Language III** ■

3 hours--Prereq.: 3063. An in-depth study of American Sign Language grammar, syntax, idioms, and colloquialisms. Includes body language, mime, and other forms of non-verbal communication.

**ASLHR 4733 American Sign Language IV** ■

3 hours--Prereq.: 4703. A continued study of American Sign Language with emphasis on increasing sign language skills. Also included will be the principles of artistic interpreting.

**H/P/E 5343 Marriage, Family and Group Counseling**

3 hours--Prereq.: Departmental approval. A survey of the major theories, methods and techniques used in the treatment of marital and family problems with particular emphasis on the legal and ethical issues in group, marriage and family counseling. Emphasis is also given to the special needs of multi-cultural groups and people with disabilities.

**H/P/E 5443 Advanced Group Counseling**

3 hours--Prereq.: Departmental approval. Major contributions to group counseling theories are studied. The role of group work as a developmental or preventive approach is emphasized. Multi-cultural concerns and the needs of people with disabilities are also stressed.

**HRPSY 3253 Psychology of Aging** ■

3 hours--Prereq.: PSYCH 1113. A survey introduction to the psychological aspects of later life with particular emphasis on the behavioral changes associated with the emotional, motivational, personality, social and environmental conditions of the elderly.

**HURES 2063 Survey of Human Resources**

3 hours--Orientation to the human resource perspective; study of human service delivery systems developed for the promotion and maintenance of human welfare; helping service philosophy and methods; helping professional values and skills; human service occupational information; a view of social forces influencing the provision of human services.



**HURES 2083 Human Behavior and Social Environment I**

3 hours--Prereq.: SOC 1113 and PSYCH 1113; for Social Work Majors, SOC 1113, PSYCH 1113 and BIOL 1114. Theoretical frameworks drawn from the biological, social, and behavioral sciences for understanding across the life span and the range of social systems in which people live; and the ways social systems promote or deter achievement of health and well-being. Explored is the impact of factors including ethnicity, race, class, age, gender, sexual orientation, disability, and culture on human development and behavior.

**HURES 2103 Interviewing Techniques**

3 hours--Prereq.: PSYCH 1113 and SOC 1113; Prereq. or Coreq.: Introductory course in Human Resources. This course is designed to aid the student in developing basic communication interviewing skills used in the various Human Service fields. The course will familiarize the student with communication theory as well as the stages, planning, and styles of interviewing.

**HURES 2153 Introduction to Deafness**

3 hours--This course covers the treatment of deaf individuals, their education and legal status in Western cultures from early civilizations to the present day, touching on the political and philosophical forces which influenced this treatment. Introduced are basic methods of educating the deaf used today and the philosophical stance supporting each (particularly as they concern communication).

**HURES 2183 Fundamentals of Counseling**

3 hours--Prereq. or Coreq.: 2103. This course provides a philosophical orientation to the counseling function, and the counseling model of community services, and explores the various theoretical approaches to the provision of these services.

**HURES 2213 Introduction to Rehabilitation Counseling**

3 hours--Prereq.: SOC 1113 and PSYCH 1113; Coreq.: R2511. A study of rehabilitation concepts, process, philosophy, and its legislative-historical progression. Emphasis will be placed on the role and function of the counselor and the methods and techniques utilized in the rehabilitation process.

**HURES 2283 Introduction to Addictions**

3 hours--Prereq. or Coreq.: 2103; Coreq.: 2511. A study of the various addictions in society, including alcohol, chemical dependency, gambling and co-occurring abuse. Emphasis will be placed on the various techniques and philosophies utilized in addiction counseling and service delivery. Ethics, best practices, as well as various programs and settings will be discussed.

**HURES 2293 Introduction to Aging**

3 hours--Orientation to concepts, philosophy and legislation on aging. Topics include: implications of aging, legislative and community services. The course is designed so that the student may gain basic knowledge, values, and skills in this area.

**HURES 2511-2 Field Work Studies (Field study named in title listing)**

1 to 2 hours--Prereq.: Departmental approval. This course is designed to provide the student with a supervised field experience in a human service delivery setting. This approach allows the student to validate classroom theory in a realistic setting.

**HURES 2881-4 Special Studies in Human Resources (Subject named in title listing)**

1 to 4 hours--Prereq.: Departmental approval. Directed group study on special subject or problem.

**HURES 3083 Medical, Social and Psychological Aspects of Disability**

3 hours--Prereq.: Junior standing. A study of the relationship between disability and behavior throughout the life process with primary emphasis upon adaptive psychological and social processes. Concepts pertinent to the medical and occupational assessment and persons with disabilities will be considered as they relate to self-concept, environmental demands, and management of disability effects.

**HURES 3103 Psychological-Social Aspects of Deafness**

3 hours--Considers effects of prelingual and postlingual deafness or hearing impairment on the psychological and emotional development and adaptation of the individual to deafness. Presents a study of cognitive and linguistic development, personality, interpersonal behavior, social reactions, personal adjustment, and deaf culture. Also includes an introduction to counseling with deaf people.

**HURES 3133 Introduction to Audiology**

3 hours--A study of the anatomy of the ear, types and causes of hearing loss, hearing testing, and remediation techniques of persons with hearing impairments. The course also includes an introduction to hearing aids, their function, and limitations.

**HURES 3183 Case Management Practice**

3 hours--Prereq.: 2103 and an introductory course in Human Resources. A study and practice of case management and knowledge and skills for effective case management. Areas of emphasis include: identification and assessment of client situations, use of formal and informal assessment techniques, case recording skills, and development of individualized assessments and case plans.

**HURES 3203 Vocational Testing and Evaluation**

3 hours--Prereq.: 2103 or departmental approval. A study of the vocational testing and evaluation principles and procedures used in various helping services. Instruction and practice in the administration, scoring, and interpretation of instruments used in the assessment of intelligence, aptitude, interest, and personality.

**HURES 3213 Employment and Placement Techniques ■**

3 hours--Prereq.: 2103 or departmental approval. A course designed to assist the student in learning the methods and procedures of placing individuals in productive employment. Topics include: theories of vocational development, occupational classification, job satisfaction, job seeking skills, job performance, and job analysis.

**HURES 3283 Pharmacological, Social and Psychological Aspects of Addictions**

3 hours--Prereq.: 2103, 2283 or departmental approval. A study of the relationship between addictive behavior and its impact on individuals, families, and society, as well as the presence of co-occurring/co-existing diagnoses. Various assessment instruments will also be explained. Pharmacological, psychological and social aspects of addictions will be discussed.

**HURES 3763 Group Processes and Practice**

3 hours--Prereq.: Junior standing and 2103. A study of the nature and purpose of various types of groups, techniques of group facilitation and direction, and the roles of participant and leader in various practice settings. Includes experiential component designed to expose students to group process.



**HURES 3813 Family Systems, Codependency and Addictions**

3 hours--Prereq.: 2103 and departmental approval. A study of the family as a basic social unit and the effect that addictions, including alcohol, chemical, gambling, and others, have on the family system. Family intervention and treatment modalities will be explored.

**HURES 4263 Gerontological Program Management**

3 hours--Prereq.: 3183. A study of the various community programs designed to serve the elderly and an analysis of management procedures necessary for administration of these programs. Topics include: program development, coordination of services, use of volunteers, and special problems of the target population.

**HURES 4443 Counseling Services**

3 hours--Prereq.: 2183 and senior standing or departmental approval. This course is the application of counseling knowledge and techniques to various client groups and specialized settings.

**HURES 4453 Intervention Techniques**

3 hours--Prereq. or Coreq.: 4443 and senior standing or departmental approval. This course provides the knowledge of crisis intervention as a treatment modality including its history, theoretical base, and application of techniques in crisis situations.

**HURES 4763 Interpreting I**

3 hours--Prereq.: ASLHR 3063. A survey of the basic theories, guidelines, principles and practices of interpreting, including the interpreter code of ethics and role of the interpreter. Techniques of interpreting in vocational rehabilitation, mental health, social services, educational, medical, and legal situations will be discussed in terms of responsibilities of the interpreter, the physical setting, vocabulary, ethics and related topics. Role playing and simulated interpreting experiences will be included in the course. Students will also observe interpreters in a variety of settings.

**HURES 4794 Interpreting II**

4 hours--Prereq.: 4763, ASLHR 4703. Continued study of the principles and practices of interpreting. Emphasis will be placed on the techniques used for interpreting the manual and oral communications of deaf persons into spoken English equivalents. All types of situations requiring reverse interpreting will be presented using the various forms of communication used by deaf individuals. Special techniques and requirements for oral interpreting and deaf-blind interpreting will also be included. Students will observe interpreters in various settings. Students will also do interpreting in a variety of settings under the supervision of the instructor.

**HURES 4931-4 Human Resources Practicum**

1 to 4 hours--Prereq.: Departmental approval. This course provides structured experiences in the major competency areas necessary for effective helping services. Supervision is provided for the integration and application of knowledge and skills which are compatible with career goals.

**HURES 4941-12 Internship (Field named in title listing)**

1 to 12 hours--Prereq.: Retention grade point average of 2.5 and departmental approval. Each student is required to complete a total of twelve hours (usually one semester) of field training consisting of full-time work in an approved setting. Under special circumstances, alternative arrangements may be approved.

**HURES 4981-4 Seminar in Human Resources (Subject named in title listing)**

1 to 4 hours--Prereq.: Departmental approval. Directed group study on special subject or problem area.

**HURES 4991-4 Individual Study (Subject named in title listing)**

1 to 4 hours--Prereq.: Departmental approval. Directed individual study on special subject or problem. Open only to selected undergraduates.

**HURES 5043 Human Services Administration and Supervision**

3 hours--Prereq.: Graduate standing and departmental approval. A study of the application of administrative concepts to the delivery of human services, including the supervision of counselors utilizing the model of counselor supervision and consumers, organizational leadership and behavior, and program evaluation. Issues such as the emphasis on profit, production, and efficiency will be discussed.

**HURES 5053 Community Service Theory and Practice**

3 hours--Prereq.: Graduate standing and departmental approval. This course is a theoretical approach to the study of the dynamics of the counseling practitioner and clinical rehabilitation and clinical mental health counseling services systems, including private-for-profit and private-not-for-profit organizations. The principles of clinical mental health and clinical rehabilitation, including but not limited to prevention, intervention, consultation, education, and advocacy are presented. Students will explore the impact of disabilities, addictions, and mental health issues on individuals and families. Students will utilize effective counseling techniques, strategies, and theories as they apply to various rehabilitation and mental health settings within the community.

**HURES 5073 Assessment of Psychological, Social, and Relational Aspects of Disability**

3 hours--Prereq.: Departmental approval. This course explores the relationship between disability and individual behavior. Course looks at the appraisal and assessment of individuals with disabilities through various approaches which may include testing and non-testing methods. Primary emphasis will be on the assessment of the adjustment process in life development. Major theories of adjustment will be discussed and experiential exercises will be utilized. The impact of disability will be evaluated in terms of its effects on family, relationships, work, transition from school to work, and independent living.

**HURES 5083 Concepts in Addiction Counseling Practice ■**

3 hours--This course is an exploration of concepts of chemical dependency, including: the nature of addiction; gender and substance use disorders; substance use and abuse by children and adolescents; codependency and enabling; dual-diagnosis; medical model; psychosocial model; disease of the human spirit; assessment; intervention; and treatment modalities.

**HURES 5103 Human Services Research**

3 hours--Prereq.: Graduate standing. Development of skills in reading, interpreting, using research. Evaluation of research for practice application will be required to prepare a research proposal consistent with current social science research methodology to include a research question or hypothesis.

**HURES 5113 Personal, Social and Work Adjustment Counseling**

3 hours--Prereq.: Departmental approval. The course is designed to help students acquire knowledge and experience in individualized work adjustment plan development, treatment/training strategies, and progress monitoring procedures related to the development of appropriate work behavior and functional community skills for persons with mental and psycho-social disabilities. Addresses the different types of habilitation and rehabilitation facilities, community integration, independent living, and transition from school to work of persons with special needs.

**HURES 5123 Grant Writing in Human Services**

3 hours--Prereq.: 5103 and Graduate standing. Development of skills required to write and manage grants for human services and related

organizations. The student will learn to develop grant ideas, complete narrative information, submit required forms, and develop budgets necessary to compete for funding through a variety of federal, state and private organizations.

#### **HURES 5153 Operations Management**

3 hours--Prereq.: Departmental approval. A study of the design, operations and control of the human service delivery system. Topics of study include strategic planning and programming; budgeting, operating, and accounting systems; cost outcome/cost effectiveness techniques; project scheduling and control; and facility/office layout.

#### **HURES 5163 Appraisal and Assessment of Individuals, Groups, and Families**

3 hours--Prereq.: Departmental approval. This course will present the use of assessment procedures to determine characteristics of individuals. Emphasis will be placed on assessment of persons with disabilities, addictions and families. Instruction and practice in the administration, scoring, and interpretation of results will be a primary function. Includes using the measures of vocational interest, achievement, aptitude, and personality tests, work samples, situational assessment, and curriculum-based vocational assessment. Stresses assessment procedures for persons with significant disabilities and addresses vocational education of secondary special need students and transition from school to work.

#### **HURES 5173 Rehabilitation in the Private Sector**

3 hours--Prereq.: Departmental approval. This course explores the rehabilitation process in private-for-profit and private-non-profit organizations. Private sector models will be presented. Issues such as the emphasis on profit, production, and efficiency will be discussed. Ethics for practice will be included.

#### **HURES 5183 Addictions Theory ■**

3 hours--This course is an exploration of the historical and contemporary substance abuse counseling theories. In-depth attention will be given to the following models: strengths perspective, motivational interviewing, harm reduction, and stage-of-change. Ethics and best practices will be discussed. A consumer-centered approach is taken in the class.

#### **HURES 5193 Adaptations and Accommodations in Assessment and Work Settings**

3 hours--Prereq.: 5033 and departmental approval. This course identifies necessary accommodations for persons with disabilities to successfully complete vocational evaluation, work adjustment, and employment tasks. Students will learn to adapt and modify vocational assessment procedures and the work adjustment setting. In addition the student will be prepared to make similar recommendations to employment settings.

#### **HURES 5213 Diagnosis and Treatment of Psychiatric and Co-occurring Disorders**

3 hours--Prereq.: Graduate Standing. This course is designed to provide information concerning major categories of psychiatric impairment. An overview of psychiatric impairments, diagnostic categories and co-occurring disorders will be presented. Implications for treatment, work and independence will be communicated through the use of case studies. Students will learn the application and use of the DSM for diagnosis and treatment.

#### **HURES 5243 Clinical Rehabilitation and Clinical Mental Health Foundations**

3 hours--Prereq.: Departmental approval. This course focuses on development of skills and knowledge related to rehabilitation and mental health counseling. Emphasis is placed on the role and function of the counselor and the methods and techniques utilized in rehabilitation and mental health processes. Rehabilitation and mental health legislation,

history, philosophy, case management, and trends in rehabilitative and mental health services are presented. Professional identity, professional organizations, standards, relevant credentials, and the importance of professional relationships related to the field are also discussed. Performance of duties in various rehabilitation and mental health settings such as public, private, community-based rehabilitation and mental health facilities, as well as specialized areas of practice will be addressed.

#### **HURES 5253 Legal and Ethical Aspects of Case Management**

3 hours--Prereq.: Departmental approval. A course designed to assist the students in learning the methods and procedures of data management, case coordination, and writing of individual client programs. Legal and ethical practice requirements will be integrated with each topic presented in the class. Ethical decision making models will be presented.

#### **HURES 5263 Management Information Systems**

3 hours--Prereq.: Acquaintance with at least one computer language and departmental approval. A study of the information processing system needed for planning and controlling a human service organization. Topics include design and operation of management information systems and administrative use of computers.

#### **HURES 5283 Psychopharmacology and Substance Abuse ■**

3 hours--This course is an introduction to psychoactive drugs and their mechanisms of action, effect on the human body, common abuse, and clinical use. Specific areas covered include the physical, cognitive, emotional, and behavioral effects of psychoactive drugs.

#### **HURES 5303 Program Evaluation**

3 hours--Prereq.: Departmental approval. This course provides an introduction to program evaluation for the human service administrator. Basic techniques needed for determining the effectiveness and efficiency of various human service programs will be covered, including: needs assessment, program outcomes and management information, cost-effectiveness analysis, and evaluation of indirect services.

#### **HURES 5333 Vocational Assessment of Persons With Disabilities**

3 hours--Prereq.: Departmental approval. The course is designed to help students acquire knowledge and experience in vocational assessment and counseling of persons with disabilities. Includes using the measures of vocational interest, achievement, aptitude, and personality tests, work samples, situational assessment, curriculum-based vocational assessment. Stresses assessment procedures for persons with severe disabilities and addresses vocational education of secondary special need students and transition from school to work.

#### **HURES 5343 Personnel Supervision**

3 hours--Prereq.: Departmental approval. A study of the personnel aspects of the human service organization and its relation with other organizational components. Emphasis is given to increasing the students' knowledge and understanding of factors affecting effective human resource utilization. Topics covered include leadership and motivation theories, manpower planning, recruitment and selection, civil service systems, collective bargaining/unionization, career development/training, performance evaluation, discipline, equal opportunity programs, and organizational change.

#### **HURES 5363 Theories of Marriage and Family Counseling**

3 hours--Prereq.: Departmental approval. A survey of the major theories, methods, and techniques of marriage and family counseling with an emphasis on legal and ethical issues. Counseling concerns of multi-cultural families and persons with disabilities will also be addressed.

**HURES 5383 Family Systems and Addictions ■**

3 hours--An advanced study of the family as a homogenous social unit and the interaction of addictive processes (including alcohol, chemical, gambling, and other) has on the family system. Family intervention and treatment modalities will be explored.

**HURES 5433 Organizational Planning and Decision Making**

3 hours--Prereq.: Departmental approval. An integrative approach to policy formulation and administrative decision making for human services organizational effectiveness, allowing the student to apply administrative concepts to solve "real life" problems from a total organizational perspective.

**HURES 5463 Medical Aspects of Disability**

3 hours--Prereq.: Departmental approval. The course is designed to help students acquire knowledge and understanding of the body systems and related disabilities. A holistic approach to assessment of functional capacity of persons with disabilities is presented. Emphasis is placed on the functional limitations and effect of medical disability on employment, training, and independent living. Psychological implications including psycho-social and adjustment aspects of disability is also emphasized.

**HURES 5473 Framework for Job Placement Development**

3 hours--Prereq.: Departmental approval. The course is designed to help students acquire knowledge, understanding, and experience in the job placement of persons with significant disabilities and the impact on the individual and family. A holistic approach to job placement is presented. Includes: job seeking training, job development procedures, job analysis, job modification, labor market information, working with business and industry, legislation and placement, selective placement, supported employment, supportive services, independent living, transition from school to work, and follow-up services.

**HURES 5483 Family Therapy and Addictions ■**

3 hours--A survey of the major theories, methods, and techniques of marriage and family counseling, with an emphasis on the impact of addiction and the treatment of addictive patterns in family frame work. The application of family systems theory and the implementation of family therapy techniques to the patterns of addiction is the foundation of this course. The major camps marriage and family therapy theory will be covered. This may include, but is not limited to experiential, process, behavioral, cognitive, family systems, family of origin, structural, strategic, narrative, and feminist theories. The student will consider the nature of what scientist-practitioners know and how we know it, shift from linear causality and the medical model to circular causality and an eco-systemic model. Problems will be viewed as relational and serving a purpose in any given system.

**HURES 5553 Practicum in Human Services**

3 hours--Prereq.: Departmental approval. Supervised individual or group counseling and community development field experiences through placement in an appropriate human service setting, and/or supervised counseling and guidance activities in a laboratory setting. Maximum number of allowable hours is determined by program option curriculum.

**HURES C5553 Practicum in Counseling**

3 hours--Prereq.: Departmental approval. Practicum I and II are to be taken consecutively. Students must be within the last 20 hours of the program and have completed core counseling theory coursework. Instructor permission is required. Maximum number of allowable hours is determined by program option curriculum. Supervised individual or group counseling and community development field experiences through placement in an appropriate human service setting, and/or supervised counseling and guidance activities in a laboratory setting.

■ Denotes a Liberal Arts course.

**HURES R5553 Practicum in Clinical Rehabilitation and Clinical Mental Health Counseling**

3 hours--Departmental approval. To be taken the semester before internship. Supervised individual and/or group rehabilitation and clinical mental health counseling field experiences through placement in an appropriate rehabilitation and/or clinical mental health counseling setting (may include state agencies, shelter workshops, evaluation centers, group homes, independent living centers, private counseling agencies, etc.) and/or supervised counseling and guidance activities in a laboratory setting.

**HURES 5563 Practicum in Counseling Supervision**

3 hours--Prereq.: 5553 (taken twice). The student will be provided theoretical and applications models for providing supervision of individual and group counseling in a human service organization. Students will explore appropriate techniques for evaluation of effectiveness. Techniques for provided support and skill building will also be emphasized.

**HURES 5603 Human Growth and Development, a Multicultural Approach**

3 hours--Prereq.: Departmental approval. The course will focus on theory of growth and development as it applies to social and cultural groups. Factors such as life-style adaptation, and life transitions will be explored. The relationship between development and the counseling relationship will be emphasized.

**HURES 5613 Counseling Theories**

3 hours--Prereq.: Departmental approval. This course is an exploration of the historical and contemporary counseling theories. In-depth attention will be given to those theories most applicable to the work of the Human Resources Counselor.

**HURES 5623 Counseling Intervention**

3 hours--Prereq.: Departmental approval. The focus of the course is a study of crisis situations commonly encountered by counselors. Students will develop practical strategies and techniques for the prevention of or intervention in crisis situations.

**HURES 5633 Career and Life-Style Development**

3 hours--Prereq.: Departmental approval. This course will focus on theories of vocational choice, including such factors as job satisfaction, motivation and work performance, and vocational information systems. In addition, the relationship between life-style and physical and mental health will be explored. Students will acquire knowledge and experience in individualized work adjustment plan development, treatment/training strategies, and progress monitoring procedures related to the development of appropriate work behavior and functional community skills for persons with mental and psycho-social disabilities. Addresses the different types of habilitation and rehabilitation facilities, community integration, independent living, and transition from school to work of persons with special needs.

**HURES 5943 Internship in Clinical Rehabilitation and Clinical Mental Health Counseling**

3 hours--Prereq.: Completion of clinical rehabilitation and clinical mental health counseling course work and departmental approval. Students will spend a minimum of 600 clock hours providing counseling services in a rehabilitation agency and/or clinical mental health setting under the supervision of a Certified Rehabilitation Counselor and Licensed Professional Counselor. Students will acquire experience in rehabilitation, vocational, and mental health counseling, assessment of mental health and functional capacity, rehabilitation, and mental health treatment planning, job development, job placement, and other significant activities of rehabilitation as well as experiences in clinical

mental health counseling. Students are expected to engage in the full range of counseling services.

#### **HURES 5953 Internship in Counseling**

3 hours--Prereq.: HURES C5553, completion of counseling course work and departmental approval. Students will spend a minimum of 600 clock hours providing counseling in an approved human services organization. The internship will be closely supervised by an on site supervisor and faculty advisor. Students are expected to engage in the full range of services provided by the internship agency. May not be taken with any Practicum.

#### **HURES 5981-4 Seminar in Human Resources (Subject named in title listing)**

1 to 4 hours--Prereq.: Departmental approval. Directed intensive study on selected problem or special topic.

#### **HURES 5991-4 Individual Study in Human Resources (Subject named in title listing)**

1 to 4 hours--Prereq.: Graduate standing and 12 hours human resources or departmental approval. Directed intensive study on definite problem or special subject, based on approved outline or plan; conferences, oral and written reports.

## **Courses in Humanities**

These courses are taught in respective instructional departments: Art, Communication, English and Languages, and Music.

#### **HUM 2113 General Humanities I ■**

3 hours--Study of significant ideas of Western and other cultures as manifest in history, visual arts, architecture, music, literature, and philosophy from prehistoric times to the Renaissance.

#### **HUM 2123 General Humanities II ■**

3 hours--Study of significant ideas of Western and other cultures as manifest in history, visual arts, architecture, music, literature, and philosophy from the Renaissance to the present.

#### **HUM 2313 Ethnic Literature ■**

3 hours--A study of the prose, poetry, drama, and film of ethnic American writers. The focus will be Native American, Asian American, African American, and Latino/American texts.

#### **HUM 2323 Non-Western Literature ■**

3 hours--A study of World Literatures outside the traditional western canon of European, British, and American Literatures. A study of Asian and African texts and cultures from their origins to the present.

#### **HUM 2413 Responding to Literature ■**

3 hours--Introduces the understanding and interpretation of literature, with emphasis on Western literature from a variety of cultures. Poetry, fiction, drama, film, and non-fiction from a variety of eras are studied. Literary terms are introduced.

#### **HUM 2513 Introduction to Oklahoma Cultural Studies ■**

3 hours--Introduces cultural studies by examining the historic, economic and geographic influences on Oklahoma's diverse populations. Topics are explored by showing how literature, music, film, and the arts reflect and shape the state's culture.

#### **HUM 2613 Philosophy: An Introduction ■**

3 hours--A study of the significant ideas of Western culture as reflected in philosophical thought from the earliest beginnings to the present.

#### **HUM 2633 World Religion and Thought ■**

3 hours--A study of the world's most influential religions and religiously oriented schools of thought, with an emphasis on those flourishing now.

#### **HUM 2713 Language and Culture ■**

3 hours--A study of the nature of language and of the relationship of language to society and to the individual. Students will explore both universal and cross-cultural aspects of language and will be introduced to at least three languages from three different language families.

#### **HUM 2813 Interpreting Film ■**

3 hours--A study of film from aesthetic, cultural, and historical perspectives.

#### **HUM 2881-4 Special Studies in Humanities (Subject named in title listing) ■**

1 to 4 hours--Directed group study on special subject or problem.

#### **HUM 4981-4 Seminar in Humanities (Subject named in title listing) ■**

1 to 4 hours--Prereq.: Departmental approval. Directed group study on special subject or problem.

## **Courses in Kinesiology**

#### **KIN 1001 Physical Education Activity (Activity named in title listing)**

1 hour--Activities for general physical improvement. Type of activity will be identified in course listing. Course will be graded P (Pass) or NP (No Pass).

#### **KIN 1111 Individual Sports (Activity named in title listing)**

1 hour--Recreational activities for physical improvement such as: golf, racquet sports, aquatics, bowling, and gymnastics. Type of activity will be identified in course listing. Course will be graded P (Pass) or NP (No Pass).

#### **KIN 1151 Team Sports (Activity named in title listing)**

1 hour--Group activities for general physical improvement such as: football, field hockey, soccer, basketball, softball, baseball, and volleyball. Type of activity will be identified in course listing. Course will be graded P (Pass) or NP (No Pass).

#### **KIN 1711 Aquatics (Activity named in title listing)**

1 hour--Various types of water activity and instruction. Course will be graded P (Pass) or NP (No Pass).

#### **KIN 1962 Introduction to Kinesiology**

2 hours--An orientation course designed to acquaint majors and minors with the origin, scope, development, and purpose of the Kinesiology discipline. The course will provide knowledge concerning future directions and career possibilities.

#### **KIN 2122 Choices in Wellness ■**

2 hours--A study of concepts from the biological, social, and behavioral sciences as they relate to lifestyle choices of wellness. Emphasis is on integration of knowledge, attitudes, and appropriate practices related to self-directed positive health behaviors.

#### **KIN 2131 Participation in Intercollegiate Sports**

1 hour--Varsity level competition of the sport in season. Meets 5 days a week. Course will be graded P (Pass) or NP (No Pass).



**KIN 2212 Outdoor Education**

2 hours--A course designed to develop a better understanding of nature's many characteristics. Also, to learn the skills of recreating and surviving in the out of doors.

**KIN 2222 Sports Nutrition**

2 hours--This course examines the role of nutrition as it relates to athletes and others involved in active lifestyles. Specifically, nutrition is examined as it relates to athletic performance, disease prevention/treatment, and various sport-specific nutritional requirements, and special populations.

**KIN 2232 Skills and Techniques in Individual and Team Sports ■**

2 hours--Required of all physical education majors and minors. This course is designed to develop theoretical understanding of the rudimentary knowledge of individual and team sports. Rules, strategies, social behaviors, and techniques in individual, dual and team sports are given deliberation.

**KIN 2243 Recreational Leadership**

3 hours--Learning the responsibilities and the duties of a recreational leader in a variety of vocations or positions.

**KIN 2252 Skills and Techniques in Individual Sports ■**

2 hours--This course is designed to develop theoretical understanding of the rudimentary knowledge of individual sports. Rules, strategies, social behaviors, and techniques of instruction in individual sports are emphasized.

**KIN 2262 Skills and Techniques in Team Sports ■**

2 hours--This course is designed to develop theoretical understanding of the rudimentary knowledge of team sports. Rules, strategies, social behaviors, and techniques of instruction in team sports are emphasized.

**KIN 2272 First Aid**

2 hours--Immediate and temporary treatment for accidental injuries, sudden illness, traumatic shock and thermal burns. Major emphasis is placed on CPR, artificial respiration, transporting injured persons from one location to another, immobilization of suspected fractures and poison control. Also included, mental health considerations as related to sickness, injury and stress management.

**KIN 2332 Skills and Techniques in Movement Exploration and Fitness ■**

2 hours--This course is designed to develop theoretical understanding of the rudimentary knowledge of movement education, rhythmic exploration, and fitness concepts. Theories, techniques, historical foundations, and social behaviors are given deliberation.

**KIN 2413 Applied Anatomy ■**

3 hours--Study of the structure of the human body with limited physiological applications for each anatomical system. Special emphasis is placed on the anatomical systems contributing to movement and energy production.

**KIN 2432 Theory of Coaching (Sport named in title listing)**

2 hours--Study of the techniques of coaching modern-day sports.

**KIN 2512 Fundamentals of Sports (Sport named in title listing)**

2 hours--Instruction and practice in fundamental skills. May be repeated; will count only once in any one sport on major or minor.

**KIN 2532 Aquatic Skills and Programming ■**

2 hours--This course emphasizes the development of basic swimming technique and skills used for aquatic exercise. Particular emphasis is

placed on technical aspects of teaching these skills. Also examined is the aquatic programming of recreational/fitness facilities along with care and maintenance of aquatic facilities.

**KIN 2713 Care and Prevention of Athletic Injuries**

3 hours--Basic instruction is given in the care, prevention, assessment and management of common injuries and illnesses. Additional medical concerns are addressed as they relate to athletic participation. This includes topics such as illness, disease, legal issues, etc. This course serves as an overview and introduction to basic athletic training principles.

**KIN 2881-4 Special Studies in Kinesiology (Subject named in title listing)**

1 to 4 hours--Prereq.: Departmental approval. Directed group study on special subject or problem.

**KIN 3112 Officiating Sports (Sport named in title listing)**

2 hours--A study of the rules and the mechanics of officiating each sport.

**KIN 3233 Adapted Physical Education**

3 hours--A class to prepare physical education majors in planning activities and physical education programs for handicapped students. It includes characteristics of different handicapping conditions and suggestions for corrective therapy.

**KIN 3352 Research and Evaluation of Kinesiology ■**

2 hours--This course is designed to provide an understanding in the processes of selection, administration, and interpretation of assessment instruments as they relate to Kinesiology.

**KIN 3423 Physical Education in the Secondary School**

3 hours--A study of the characteristics and needs of the secondary school student with implication for physical education; program content, class organization, teaching techniques and materials.

**KIN 3433 Physical Education in the Elementary School**

3 hours--Theory and management of the physical education program in grades one through six. This course is designed for the full-time physical education instructor. It includes study of the history of physical education, organization, program planning, basic nutrition, drug education, and teaching in the field. Note: Degree credit not allowed in both 3433 and 3552.

**KIN 3461 Lifeguard Training**

1 hour--Prereq.: Departmental approval for swimming and diving skill proficiencies. To provide the necessary minimum skills training for a person to qualify to serve as a non-surf lifeguard.

**KIN 3552 Methods of Elementary Physical Education**

2 hours--Methods and procedures for teaching age appropriate physical education activities to elementary students with consideration for maturation and individual differences. Note: Degree credit not allowed in both 3433 and 3552.

**KIN 3612 Motor Learning ■**

2 hours--Prereq.: 2413. An exploration of learning theory as it relates to movement skills; the interaction of cognitive, affective and psychomotor learning domains; the application of learning theories to the skills of physical education, recreation and athletics.

**KIN 3623 Community Recreation**

3 hours--A study of the organization of community recreation programs with an emphasis on leadership, personnel, facilities, and finance.



**KIN 3723 Biomechanics**

3 hours--Prereq.: 3612. Scientific study of human movement; analysis of fundamental movements and the mechanical principles that apply to human motion; application to teaching movement skills.

**KIN 3733 Physiology of Exercise ■**

3 hours--Prereq.: 3723. A general study of the bioenergetics of muscular work; neuromuscular structure function, and control; cardiorespiratory function and control; physical training; and, nutrition and exercise performance.

**KIN 3812 Instructors' Course in First Aid**

2 hours--Prereq.: Current advanced rating in First Aid. Course content is sufficient to prepare for the American Red Cross Instructor's rating, and presents methods and materials for teaching Multi-media First Aid and Standard First Aid.

**KIN 4132 Instructors' Course in Water Safety**

2 hours--Prereq.: Current Senior Life Saving or Water Safety Instructor's Rating. To instruct candidates in the proper techniques of good teaching; to master the skills in all swimming courses they will teach and to learn how to properly test and evaluate. A history of the American Red Cross is included.

**KIN 4153 Organization and Administration**

3 hours--Prereq.: Senior status. An overview to prepare the student for roles and responsibilities of administration including basic management principles, personnel, and budget.

**KIN 4212 Intramural Sports Administration**

2 hours--A study of methods of organizing and administering an efficient program of intramurals. This course offers opportunity for hands-on field experiences.

**KIN 4223 Strength and Conditioning**

3 hours--Prereq.: 2413. Students will learn principles of designing and implementing strength and conditioning programs for clients ranging from the physically active to the competitive athlete. Students will gain knowledge, expertise and specific techniques characteristic of safe and effective strength and conditioning programs. Emphasis will be placed on programming needs of individuals across gender, age and physical fitness status.

**KIN 4252 Management of Tournaments and Competitive Sports Events**

2 hours--A comprehensive study of the organization of tournaments and meets. This course offers the opportunity to become involved in the direct organization and communication with high schools conducting programs germane to this phase of public school education.

**KIN 4281-4 Practicum**

1 to 4 hours--Prereq.: Departmental approval. A structured practical experience in exercise science, recreation, or athletic training. The assignment will be under the supervision of a Kinesiology department faculty member.

**KIN 4542 Advanced Theory of Coaching (Sport named in title listing)**

2 hours--An intensive study of modern techniques of coaching.

**KIN 4593 Psychology of Sports ■**

3 hours--Designed to give the prospective coach an insight of the overall concepts of coaching.

**KIN 4623 Exercise Testing and Prescription**

3 hours--Prereq.: 3733 and 4223. This course reviews the established link between fitness and health. Skills and concepts are taught that enable the learner to choose and perform appropriate physical assessments for the four primary areas of fitness and prescribe appropriate exercise regimens based on the results and knowledge of the needs of various populations.

**KIN 4981-4 Seminar in Kinesiology (Subject named in title listing)**

1 to 4 hours--Prereq.: Departmental approval. Directed group study on special subject or problem.

**KIN 4991-4 Individual Study in Kinesiology (Subject named in title listing)**

1 to 4 hours--Prereq.: Departmental approval. Directed individual study on special subject or problem. Open only to selected undergraduates.

**KIN 5111 Practicum and Portfolio in Sports Administration I**

1 hour--Prereq.: Graduate Standing. Supervised practical experiences dealing with the administration of sports programs. Students will develop and refine competencies in the application of theory to administration practices. A program portfolio will also be developed.

**KIN 5123 Current Issues in Sports Medicine**

3 hours--Prereq.: Graduate Standing. The purpose of this course is to allow students the opportunity to engage in scholarly research, reporting and writing. Students will actively participate in classroom discussions and assignments covering selected topics in sports medicine and how these issues impact sports administration.

**KIN 5132 Practicum and Portfolio in Sports Administration II**

2 hours--Prereq.: KIN 5111. Supervised practical experiences dealing with the administration of sports programs. Students will develop and refine competencies in the application of theory to administration practices. The program portfolio will be completed and reviewed according to departmental guidelines.

**KIN 5232 Curriculum in Health, Physical Education and Recreation**

2 hours--Prereq.: Graduate standing. This course examines the new perspectives of curriculum that are currently being practiced by colleges and schools.

**KIN 5303 Sports Administration**

3 hours--Prereq.: Graduate standing. Introduction to the concepts, aspects, and philosophies of managing sport, fitness and recreational organizations.

**KIN 5313 Sport Facility Management**

3 hours--Prereq.: Graduate standing. Planning, design, management and upkeep of facilities such as gymnasiums, fields, courts, and aquatic centers.

**KIN 5323 Legal Aspects of Sport**

3 hours--Prereq.: Graduate standing. This course is designed to give each student in sports administration an introduction to legal implications and an understanding of how legal concepts impact decision making.

**KIN 5333 Principles of Finance and Marketing in Sport**

3 hours--Prereq.: Graduate standing. Basic concepts of marketing of sport and sporting events will be introduced along with financial concepts needed for managing/funding sports. Along with conventional income sources and fund raising, methods such as licensing of sports products, joint venture agreements and corporate sponsorship will be examined.

**KIN 5342 Technology in Health, Physical Education and Sport**

2 hours--Prereq.: Graduate standing. Students will examine computer technology used in physical education and sport for tasks such as facility/event management and assessment, sports statistics, athletic training, heart rate monitor-based conditioning, movement evaluation, and fitness testing.

**KIN 5353 Ethics in Sports Administration**

3 hours--Prereq.: Graduate Standing. This course will provide the student with a theoretical base and systematic reasoning tools to address ethical dilemmas in a thoughtful, reflective manner. Focus will be placed on specific issues related to sports such as respect, fair play, honesty, sportsmanship, and responsibility.

**KIN 5413 Principles of Sport Finance**

3 hours--This course is designed to examine financial concepts in sport with emphasis on various types of budgets, cost control measures, planning and monitoring various account types, and creating annual reports.

**KIN 5423 Marketing and Event Management**

3 hours--Basic concepts of marketing and management of sport and sporting events and venues, promotion, facility maintenance, fund raising and other income sources, licensing, joint venture agreements and corporate sponsorship will be examined.

**KIN 5612 Internship in Sports Administration**

2 hours--Minimum of 100 hours of on-the-job learning experience, related to students career interest. The internship will be specified by the employer/supervisor with consent of the instructor and program director. Provides experiential learning during which the student works under direct supervision. The student is immersed in a variety of intensive work assignments, including: weekly journals, written reports, and various presentations. The student will be evaluated by both the employer/supervisor and instructor. The internship requires prior program approval and a formal agreement among the student, department and employer.

**KIN 5981-4 Seminar in Health, Physical Education and Recreation (Subject named in title listing)**

1 to 4 hours--Prereq.: Departmental approval. Directed intensive study on selected problem or special topic.

**KIN 5991-4 Individual Study in Health, Physical Education and Recreation (Subject named in title listing)**

1 to 4 hours--Prereq.: Graduate standing and departmental approval. Directed intensive study on definite problem or special subject, based on approved outline or plan; conferences, oral and written reports.

## Courses in Latin

**LATIN 1113 Elementary Latin I ■**

3 hours--Training in the essentials of Latin forms and construction; easy reading.

**LATIN 1223 Elementary Latin II ■**

3 hours--Prereq.: 1113. Continued study of grammar and composition; reading of stories of mythology and Roman history.

**LATIN 2881-4 Special Studies in Latin (Subject named in title listing)**

1 to 4 hours--Prereq.: Departmental approval. Directed group study on special subject or problem.

■ Denotes a Liberal Arts course.

**LATIN 4981-4 Seminar in Latin (Subject named in title listing)**

1 to 4 hours--Prereq.: Departmental approval. Directed group study on special subject or problem.

## Courses in Legal Studies

**LS 3223 Legal Research and Writing I ■**

3 hours--Prereq.: LSPS 2153 or departmental approval. Introduction to legal research, writing, research strategies, case briefs, vocabulary, uniform system of citation; digests, statutes and reports; Shepard's; annotated law reports; encyclopedias; and computer databases.

**LS 3233 Legal Research and Writing II**

3 hours--Prereq.: 3223 or departmental approval. Continuation of LS 3223. Advanced legal research; court rules; restatements; administrative decisions; drafting operative legal documents, memoranda of law to the trial court, appellate briefs; treatises; form books; periodicals.

**LS 3383 Legal Systems Applications**

3 hours--Prereq.: LSPS 2153 (can be taken concurrently). A comprehensive course covering legal office applications, terminology, ethics and confidentiality, and human relations.

**LS 3563 Civil Procedure and Litigation ■**

3 hours--Prereq.: LSPS 2153 or departmental approval. Topics to include: client interviewing, case investigation, jurisdiction, venue, the filing of pleadings and motions, discovery techniques, file and document management, trial preparation and assistance, and post trial practice.

**LS 4123 Torts ■**

3 hours--Prereq.: LSPS 2153 or departmental approval. An introduction and study of the broad area of civil wrongs and their appropriate remedies. Analysis of tort law principles in the traditional areas of intentional torts, negligence, absolute liability, product liability, nuisance and commonly employed defenses. Emphasis is placed on the ethical obligations pertaining to the practice of tort law for paralegals and attorneys.

**LS 4133 Evidence ■**

3 hours--Prereq.: LSPS 2153 or departmental approval. A study of the Federal and Oklahoma Rules of Evidence. Analysis of evidentiary rules regarding hearsay, character evidence, evidence of other crimes, lay and expert testimony, and other types of evidence in trials. The course will focus on the evidentiary rules, the policy reasons for those rules, and their application at trial with a progression through the litigation process, utilizing the rules of evidence. Evidentiary rules regulate the admission of proof in the trial setting; therefore, the different types of proof including testimony, writings, physical objects, and anything else presented to the jury or judge will be studied. Emphasis will be placed on paralegal trial preparation and ethical obligations.

**LS 4143 Introduction to Native American Law ■**

3 hours--An introduction and study of issues related to Native Americans and the law. Emphasis on the analysis of sovereignty issues, treaties, and Native American courts.

**LS 4173 Contracts ■**

3 hours--Prereq.: LSPS 2153. A practical study of the basic elements of contracts. This course focuses on fundamental problems of contract formation, performance, breach and remedies.

**LS 4183 Real Estate Law ■**

3 hours--Prereq.: LSPS 2153 or departmental approval. The law and history of real estate transactions and procedures. Topics to include: information gathering, title searches, preparation of preliminary

abstracts of title and title opinions, mortgages, deeds, leases, and closing procedures.

**LS 4253 Family Law ■**

3 hours--Prereq.: LSPS 2153 or departmental approval. Law and procedure relating to marriage, children, and property. Topics to include: interviewing; preparation of pleadings for dissolution, support, and division of property; tracing assets; drafting settlements; and other issues.

**LS 4543 Wills, Estates, Trusts and Probate ■**

3 hours--Prereq.: LSPS 2153 or departmental approval. Estate planning and fiduciary management. Topics to include: estate plans, wills, federal estate tax, state inheritance tax, federal and state income tax, record keeping, court accountings, trust administration, and asset inventory.

**LS 4653 Administrative Law ■**

3 hours--Prereq.: LSPS 2153 or departmental approval. An examination of the laws and procedures of government agencies, including agency purposes, rights of private parties, legal issues, quasi-judicial decisions and appeals.

**LS 4863 Legal Ethics, Professional Responsibility, and Advanced Civil Litigation ■**

3 hours--Prereq.: Senior standing, legal studies major, and departmental approval. An examination of ethical problems confronting paralegals and the legal profession and an intense application of skills learned in the legal studies major.

**LS 4943 Legal Internship**

3 hours--Prereq.: Departmental approval. Practical experience gained while serving in a law office or a legally related context under professional supervision with special projects under the guidance of a faculty member.

**LS 4981-4 Seminar in Law (Subject named in title listing) ■**

1 to 4 hours--Prereq.: Departmental approval. Directed group study on a special subject or problem.

**LSPS 2153 Introduction to Law ■**

3 hours--Prereq.: PS 1113 or departmental approval. An examination of the nature of law, the structure and functions of the American courts and judiciary, selection of judges, and political influences on judicial decisions.

**LSPS 4883 Jurisprudence ■**

3 hours--Prereq.: 2153. Jurisprudence is the philosophy of law. This course examines the leading schools of thought that influence legal thinking and decision making, including natural law, positivism, legal realism, and others.

**LSPS 4981-4 Seminar in Law (Subject named in title listing) ■**

1 to 4 hours--Prereq.: Departmental approval. Directed group study on a special subject or problem.

## Courses in Library Science

(See Courses in Education and Library Science)

## Courses in Management

(See Courses in Business Administration)

## Courses in Management Information Systems

(See Courses in Business Administration)

## Courses in Marketing

(See Courses in Business Administration)

## Courses in Mass Communication

**MCOM 1713 Introduction to Photography**

3 hours--Introduction to basics of lighting, camera operation, and use of the digital darkroom. Emphasis on composition, subject matter, and development of a vision through the lens of a camera. Students create a final thematic project as an introduction to photojournalism and converged media.

**MCOM 1733 Introduction to Mass Media ■**

3 hours--A survey of mass communication including the history and development of newspapers, magazines, web-based media, radio, and television.

**MCOM 1813 Introduction to Video Production**

3 hours--Introduction to camera operation and editing with an emphasis on the development of technical and aesthetic skills.

**MCOM 2733 Writing for Media ■**

3 hours--Principles of writing styles for mass media. Study includes writing formats in print, broadcast, and Internet.

**MCOM 2743 News Writing ■**

3 hours--Prereq.: 2733. Reporting and writing news stories for print, broadcast and online media. Students will develop and research effective story ideas pertaining to current events. Emphasis will be placed on writing for converged media.

**MCOM 2753 Audio Production**

3 hours--Principles and practices of contemporary audio production.

**MCOM 2881-4 Special Studies in Mass Communication (Subject named in title listing)**

1 to 4 hours--Prereq.: Departmental approval. Directed group study on special subject or problem.

**MCOM 3333 Intermediate Photography**

3 hours--Prereq.: 1713. Introduction to basics of studio lighting and intermediate camera and digital darkroom techniques. Develop visual storytelling skills and a thematic language of the medium. Students will be introduced to the professional market and to resources available for print and the internet.

**MCOM 3343 Digital Publishing**

3 hours--Introduction to basic design and layout concepts. Students will learn how to design and lay out publications, images, text, as well as the basics of web design.

**MCOM 3623 Web Design**

3 hours--Introduction to the basics of web design, including page design, workflow, and integration of text, graphics, audio and video in web page design.

**MCOM 3783 Feature Writing ■**

3 hours--Prereq.: 2733. A study of the types of specialized styles for articles in newspapers, magazines, and corporate in-house news, advertising and public relations.

**MCOM 3823 Introduction to Advertising**

3 hours--Historical and contemporary study of the advertising industry.

**MCOM 3843 Advertising Copy & Layout**

3 hours--Prereq.: 3823. Principles and practices of writing copy and layout design for advertisements.

**MCOM 3853 Media Ethics and Law ■**

3 hours--A study of ethics and law in mass communication.

**MCOM 3863 Broadcast News and Announcing ■**

3 hours--Prereq.: 1813. Techniques in news gathering, field reporting, interviewing and story production. Course will focus on presentation skills, practical production problems and responsibilities, audience, ethics and law, and news judgment for electronic media.

**MCOM 3873 Television Field Production**

3 hours--Prereq.: 1813. Study of principles and practices of video production using field equipment and location shooting with an emphasis on the development of technical and aesthetic skills in both filming and nonlinear editing.

**MCOM 3893 Introduction to Public Relations ■**

3 hours--Prereq.: 1733. Historical and contemporary study of the public relations industry.

**MCOM 4123 Post Production**

3 hours--Concentration in development of post production skills, including editing, audio video correction, and post production graphics.

**MCOM 4221 Photography Portfolio**

1 hour--Prereq.: 1733. Students will complete individual portfolios in photography for career preparation.

**MCOM 4233 Documentary Production**

3 hours--Develop a documentary form for the purpose of publication or portfolio.

**MCOM 4313 Advanced Video Production (Subject named in title listing)**

3 hours--Prereq.: 3873. Principles and practices of advanced video production. May be repeated as topic changes for credit.

**MCOM 4323 Advertising & Public Relations Campaigns (Subject named in title listing)**

3 hours--Prereq.: 3843. Principles and practices to integrate advertising and public relations skills to produce campaigns. Emphasis on creating print, broadcast, Internet and/or other media elements followed by full campaign preparation. May be repeated as topic changes.

**MCOM 4611 Senior Portfolio in Mass Communication**

1 hour--Prereq.: Departmental approval and senior status. Students will complete individual portfolios appropriate to their concentrations for career preparation and assessment purposes.

**MCOM 4711-3 Professional Internship (Subject named in title listing)**

1 to 3 hours--Prereq.: Departmental approval. Work may be done in radio, television, print media, media photography, advertising or public relations. (More than one internship may be taken if the student qualifies in more than one area). The student will work thirty clock hours under the supervision of a faculty member and the direction of a media professional for each hour of credit. Credit will not be given for work involving financial reimbursement.

**MCOM 4733 Contemporary Issues in Mass Communication ■**

3 hours--A study of contemporary issues in mass communication.

**MCOM 4743 Editing and Design ■**

3 hours--Principles of story, advertising or public relations material selection, editing and placement, and of page, section, edition or brochure design.

**MCOM 4813 Public Relations Writing ■**

3 hours--Prereq.: 3893. Principles and practices of public relations writing such as press releases, media kits and feature stories.

**MCOM 4863 Television Studio Production**

3 hours--Prereq.: 1813. Study of principles and practices of video production using studio equipment with an emphasis on the development of technical and aesthetic skills.

**MCOM 4961-4 Senior Project in Mass Communication**

1 to 4 hours--Prereq.: Open to Mass Communication majors with senior standing and departmental approval. Scholarly and/or creative work in Mass Communication. Hours determined by scope of project as approved.

**MCOM 4981-4 Seminar in Mass Communication (Subject named in title listing)**

1 to 4 hours--Prereq.: Departmental approval. Directed group study on special subject or problem.

**MCOM 4991-4 Individual Study in Mass Communication (Subject named in title listing)**

1 to 4 hours--Prereq.: Departmental approval. Directed individual study on special subject or problem. Open only to selected undergraduates.

**MCOM 5981-4 Seminar in Mass Communication (Subject named in title listing)**

1 to 4 hours--Prereq.: Departmental approval. Directed intensive study on selected problem or special topic.

**MCOM 5991-4 Individual Study in Mass Communication (Subject named in title listing)**

1 to 4 hours--Prereq.: Graduate standing and twelve hours communication. Directed intensive study on selected problem or special subject, based on approved outline or plan; conferences, oral and written reports.

## Courses in Mathematics

**CPSMA 2923 Data Structures and Algorithm Analysis ■**

3 hours--Prereq.: CMPSC 2133; Prereq. or Coreq.: MATH 2613 or 2825. Basic concepts of data structures, stacks, queues, trees, tables, hashing, lists, strings, arrays, files, and applications to various areas of computer science. Equivalent to course CS7 in the Association for Computing Machinery recommended curriculum.

**CPSMA 3913 Discrete Mathematics ■**

3 hours--Prereq.: CMPSC 1113; MATH 2613 or 2825 or departmental approval. An introduction to areas of mathematics with direct applications to computer science. Topics covered include sets, functions, elementary propositional and graph theory, matrices, proof techniques, combinatorics, probability, and random numbers.

**CPSMA 3933 Operations Research ■**

3 hours--Prereq.: MATH 2613 or 2825. A survey of operations research techniques as applied to quantitative decision making. Topics include the linear programming model and other optimization techniques applied



to inventory, transportation, assignment, network models, project scheduling, and simulations.

#### **CPSMA 4413 Numerical Methods ■**

3 hours--Prereq.: MATH 3025, CMPSC 1113 or departmental approval. An introduction to basic numerical analysis with emphasis upon numerical methods and error analysis in the study of such topics as power series, solutions of equations and systems of equations, integration and differentiation, convergence, and solutions of ordinary differential equations.

#### **EDMA 5243 Assessment and Treatment of Mathematics Difficulties**

3 hours--Prereq.: Valid teacher certification in Elementary Education and/or Early Childhood Education and two years of full-time teaching experience in grades Pre-Kindergarten through Grade 5 at an accredited school under a valid state issued teacher credential. This course will examine difficulties students have with acquisition of typical arithmetic skills. The focus will be on diagnosing and determining interventions for at risk students (i.e., students with dyscalculia and/or other mathematics-related deficits) in processing, memory, mathematics language skills, sequencing, and attitudinal/emotional factors. Individual assessment and error analysis will be used to determine interventions.

#### **EDMA 5663 Mathematics Leadership and Mentoring**

3 hours--Prereq.: Valid teacher certification in Elementary Education and/or Early Childhood Education and two years of full-time teaching experience in grades Pre-Kindergarten through Grade 5 at an accredited school under a valid state issued teacher credential. This course will provide students with the most current understanding of mathematics consultation and mentoring. Topics will include leadership for school mathematics programs, collaboration with teachers and other professionals, data analysis, curriculum issues, knowledge of mathematics standards, and facilitation of professional development. These foundations will provide students with experience in working with teachers to improve instructional practice as well as student achievement. An emphasis will be placed on mastering the complexities of observing and modeling in classrooms and providing feedback to teachers.

#### **EDMA 5713 Number Concepts and Operations - Pedagogy in Mathematics**

3 hours--Prereq.: Valid teacher certification in Elementary Education and/or Early Childhood Education and two years of full-time teaching experience in grades Pre-Kindergarten through Grade 5 at an accredited school under a valid state issued teacher credential. This course is designed for educators to deepen their conceptual and procedural understandings of number concepts and operations as well as strengthen their pedagogical knowledge of how K-12 students develop fluency in number concepts and operations. Special attention will be given to patterns, connections, critical thinking, sense making, and multiple representations.

#### **EDMA 5723 Geometry and Measurement - Pedagogy in Mathematics**

3 hours--Prereq.: Valid teacher certification in Elementary Education and/or Early Childhood Education and two years of full-time teaching experience in grades Pre-Kindergarten through Grade 5 at an accredited school under a valid state issued teacher credential. This course is designed for educators to deepen their conceptual and procedural understandings of geometric ideas as well as strengthen their pedagogical knowledge of how K-12 students develop fluency in geometrical reasoning. Special attention will be given to patterns, connections, critical thinking, sense making, and multiple representations.

#### **EDMA 5733 Data Analysis and Probability - Pedagogy in Mathematics**

3 hours--Prereq.: Valid teacher certification in Elementary Education and/or Early Childhood Education and two years of full-time teaching experience in grades Pre-Kindergarten through Grade 5 at an accredited school under a valid state issued teacher credential. This course is designed for educators to deepen their conceptual and procedural understandings of data analysis and probability as well as strengthen their pedagogical knowledge of how K-12 students develop fluency in data analysis and probability. Special attention will be given to patterns, connections, critical thinking, sense making, and multiple representations.

#### **EDMA 5743 Algebra and Functions - Pedagogy in Mathematics**

3 hours--Prereq.: Valid teacher certification in Elementary Education and/or Early Childhood Education and two years of full-time teaching experience in grades Pre-Kindergarten through Grade 5 at an accredited school under a valid state issued teacher credential. This course is designed for educators to deepen their conceptual and procedural understandings of algebraic ideas as well as strengthen their pedagogical knowledge of how K-12 students develop fluency in algebraic reasoning. Special attention will be given to patterns, connections, critical thinking, sense making, and multiple representations.

#### **MATH 0113 Beginning Algebra ■**

3 hours--A review of elementary algebra including fractions, operations on real numbers, polynomials, first and second degree equations and inequalities, exponents, graphing, relations and functions, and systems of equations and inequalities. This course does not count for degree credit and does not satisfy the general education requirement in mathematics. Grading is "P" or "F".

#### **MATH 0214 Intermediate Algebra ■**

4 hours--A review of elementary algebra including fractions, operations on real numbers, polynomials, first and second degree equations and inequalities, exponents, graphing, relations and functions, and systems of equations and inequalities. This course does not count for degree credit and does not satisfy the general education requirement in mathematics. Grading is "P" or "F".

#### **MATH 1413 Survey of Mathematics ■**

3 hours--An introduction to various topics in mathematics designed to convey a general knowledge and appreciation of mathematics. Topics will be selected from logic, algebra, analysis, geometry, topology, probability, statistics, and mathematics of finance.

#### **MATH 1513 College Algebra ■**

3 hours--Advanced topics in quadratic equations, simultaneous systems, variations, progressions, binomial theorem, inequalities, complex numbers, determinants and matrices, permutations, and combinations.

#### **MATH 1614 College Algebra with Business Applications ■**

4 hours--Prereq.: 0214 or second-year algebra in high school. Selected topics from precalculus mathematics including the algebra of sets, logic, fundamentals of algebra, and analytic geometry; applications to business and economics including systems of linear equations and inequalities, linear programming, mathematics of finance, and linear, quadratic, and exponential functions. (Note: Degree credit not allowed in both MATH 1513 and 1614)

#### **MATH 1653 Mathematics for Biological Science ■**

3 hours--Prereq.: 0214 or second-year algebra in high school. Selected topics from algebra, trigonometry, analytical geometry, probability, and other topics applicable to the study of biology. Open only to medical technology majors and biology majors and minors. Degree credit not



allowed in both MATH 1513 and 1653; nor in both MATH 1614 and 1653. This course does not satisfy the general education requirement for teacher certification.

**MATH 1713 Trigonometry ■**

3 hours--Prereq. or Coreq.: 1513 or 1614 or 1653. Trigonometric functions, identities, equations, radian measure and applications, logarithms, solution of triangles.

**MATH 2213 Introduction to Probability and Statistics ■**

3 hours--An introductory course in statistical methods including data analysis, elementary and general probability spaces treated from an intuitive point of view, common frequency distributions, and statistical inference.

**MATH 2233 Elements of Euclidean Geometry**

3 hours--Prereq.: Departmental approval. An introduction to Euclidean Geometry including basic definitions, basic terminology, axiomatic systems development, constructions and proofs.

**MATH 2613 Calculus for Business, Life and Social Sciences ■**

3 hours--Prereq.: 1513 or 1614 or 1653. Informal study of differentiation and integration of polynomial, exponential and logarithmic functions with applications to business, life and social sciences. (Note: Degree credit not allowed in both MATH 2613 and 2825)

**MATH 2713 Mathematical Concepts I ■**

3 hours--Topics include number sense and numeration; sets, relations and patterns; whole and integer numbers. Estimation, problem solving, and algebraic thinking are integrated throughout the course. Open only to education majors.

**MATH 2723 Mathematical Concepts II ■**

3 hours--Prereq.: 2713. Topics include basic geometric ideas and notations; constructions; similarity; measurement; motion geometry. Estimation, problem solving, and algebraic thinking are integrated throughout the course. Open only to education majors.

**MATH 2733 Mathematical Concepts III ■**

3 hours--Prereq.: 2713. Topics include rational numbers; decimals and applications; real numbers; probability; statistics. Estimation, problem solving, and algebraic thinking are integrated throughout the course. Open only to education majors.

**MATH 2825 Calculus and Analytic Geometry I ■**

5 hours--Prereq.: 1713; 1513 or 1614 or 1653. An introduction to analytic geometry, functions and limits, differentiation of algebraic functions and applications, indefinite integrals, and definite integrals and applications. (Note: Degree credit not allowed in both MATH 2825 and 2613).

**MATH 2881-4 Special Studies in Mathematics (Subject named in title listing)**

1 to 4 hours--Prereq.: Departmental approval. Directed study on special subject or problem.

**MATH 3025 Calculus and Analytic Geometry II ■**

5 hours--Prereq.: 2825 or departmental approval. Techniques of integration, applications of definite integrals, L'Hopital's Rule, improper integrals, partial fractions, infinite series, and parametric, vector and polar functions.

**MATH 3033 Calculus and Analytic Geometry III ■**

3 hours--Prereq.: 3025 or departmental approval. Vector and Analytic Geometry, Vector-valued functions, functions of several variables, partial derivatives, multiple integrals, integration in vector fields.

■ Denotes a Liberal Arts course.

**MATH 3093 Introduction to Theorem Proving and Number Theory ■**

3 hours--Prereq.: 3025 or departmental approval. An introduction to symbolic logic, set theory, relations, functions, divisibility properties of integers, prime numbers, and congruences. Particular emphasis will be placed on the construction of mathematical proofs.

**MATH 3213 College Geometry ■**

3 hours--Prereq.: 3025, 3093. Advanced topics from Euclidean and non-Euclidean geometries.

**MATH 3313 Matrix Algebra ■**

3 hours--Prereq.: 2613, 2825 or departmental approval. Elementary operations in matrix algebra, determinants, inverse of a matrix, rank and equivalence, linear equations and linear dependence, vector spaces and linear transformations, and characteristic equations of a matrix.

**MATH 3413 Number Theory ■**

3 hours--Prereq.: 2825. A study of the positive integers and their properties. Topics will include: postulates for the positive integers, mathematical induction, the Well-Ordering principle, divisibility properties of integers, prime numbers, congruences, number theoretic functions, Diophantine Equations, continued fractions, and algebraic numbers.

**MATH 3513 Mathematical Statistics ■**

3 hours--Prereq.: 2213 and 3025, or departmental approval. A study of advanced probability theory including counting techniques, permutations, and combinations, properties of random variables with emphasis on density functions, expected values, estimators, moments and moment generating functions, and discrete and continuous probability distributions.

**MATH 3583 Applied Statistics ■**

3 hours--Prereq.: 2213 or BSEC 2603. An advanced course in applied statistics covering the following topics: sampling distributions, summary measures, interval estimation, hypothesis testing, chi-square test, analysis of variance, linear and multiple regression, correlation analysis, forecasting, time series, and nonparametric methods.

**MATH 3713 Linear Algebra ■**

3 hours--Prereq.: 3025. Systems of linear equations, matrices, determinants, vector spaces, eigen values and eigen vectors, and linear transformations.

**MATH 3813 Modern Algebra ■**

3 hours--Prereq.: 3033, 3093 or departmental approval. Mappings, equivalence relations, homomorphisms, and isomorphisms, groups, rings, integral domains and fields.

**MATH 4113 Differential Equations ■**

3 hours--Prereq.: 3025 or departmental approval. Introduction to the theory of ordinary differential equations; differential equations of the first order and first degree, first order and higher degree; linear differential equations; differential equations of order higher than the first; applications.

**MATH 4133 Intermediate Analysis ■**

3 hours--Prereq.: 3033, 3093 or departmental approval. Some properties of the real number system, functions, sequences, limits, differentiation, Riemann integrals.

**MATH 4223 Introduction to Point Set Topology ■**

3 hours--Prereq.: 3033, 3093 or departmental approval. Elements of

set theory, the real number system, mappings, metric spaces and general topological spaces.

#### **MATH 4313 Introduction to Complex Variables ■**

3 hours--Prereq.: 3025. A study of the complex number system, functions of a complex variable, differentiation, integration, series, residues and poles, conformal mappings, and applications to the physical sciences.

#### **MATH 4613 Vector Analysis ■**

3 hours--Prereq.: 3033 or departmental approval. Selected topics from vector algebra, vector functions, vector spaces; the differential calculus of vectors, integral theorems, differential geometry, applications to mechanics, and miscellaneous applications of vectors.

#### **MATH 4811 History of Mathematics ■**

1 hour--Prereq.: 3025 or departmental approval. The historical development of mathematical concepts and symbolism.

#### **MATH 4913 Methods of Teaching Secondary Mathematics**

3 hours--Prereq.: 2825 or departmental approval. A study of secondary school mathematics pedagogy. Topics include: instructional strategies; motivational techniques; lesson planning; diversity issues; assessment; classroom management; resources; learning aids; textbook selection. Open only to math education majors and minors.

#### **MATH 4923 Perspectives in Mathematics ■**

3 hours--Prereq.: 3033 and senior standing. Historical and contemporary perspectives in mathematics with emphasis on connections, oral and written communication, and synthesis of ideas. Includes senior-level assessment of the major. Open to senior mathematics majors only.

#### **MATH 4981-4 Seminar in Mathematics (Subject named in title listing)**

1 to 4 hours--Prereq.: Departmental approval. Directed group study on special subject or problem.

#### **MATH 4991-4 Individual Study in Mathematics (Subject named in title listing)**

1 to 4 hours--Prereq.: Departmental approval. Directed individual study on special subject or problem. Open only to selected undergraduates.

#### **MATH 5981-4 Seminar in Mathematics (Subject named in title listing)**

1 to 4 hours--Prereq.: Departmental approval. Directed intensive study on selected problem or special topic.

#### **MATH 5991-4 Individual Study in Mathematics (Subject named in title listing)**

1 to 4 hours--Prereq.: Graduate standing and twelve hours in mathematics. Directed intensive study on definite problem or special subject, based on approved outline or plan; conferences, oral and written reports.

## **Courses in Medical Technology**

#### **MEDTE 1611 Orientation to Medical Technology**

1 hour--An introduction to the skills and techniques essential for the professional medical technologist.

#### **MEDTE 4117 Clinical Microbiology**

7 hours--Lecture and supervised laboratory instruction in pathogenic bacteria, fungi, parasites, viruses, and antimicrobial susceptibility testing with emphasis on clinical decisions and medical significance. Includes quality control, computer applications, instrumentation, quality assurance/improvement, safety and governmental regulations.

#### **MEDTE 4125 Clinical Chemistry I**

5 hours--Lecture and supervised laboratory instruction in biochemistry methodology and clinical microscopy with emphasis on clinical decisions and medical significance. Includes quality control, computer applications, instrumentation, quality assurance/improvement, safety and governmental regulations.

#### **MEDTE 4236 Clinical Hematology**

6 hours--Lecture and supervised laboratory instruction in routine and special hematology studies correlating hematological findings with medical significance. Includes quality control, computer applications, instrumentation, quality assurance/improvement, safety and governmental regulations.

#### **MEDTE 4246 Clinical Immunology/Immunoematology**

6 hours--Lectures on immunologic (antigen-antibody) responses, serological methodology and theory of immunoematology as applied to blood groups, types, compatibility testing, and blood components. Supervised laboratory instruction in immunology and immunoematology methodology with emphasis on clinical decisions and medical significance. Includes quality control, computer applications, instrumentation, quality assurance/improvement, safety and governmental regulations.

#### **MEDTE 4325 Clinical Chemistry II**

5 hours--Lecture and supervised laboratory instruction in biochemistry methodology and clinical microscopy with emphasis on clinical decisions and medical significance. Includes quality control, computer applications, instrumentation, lab mathematics, quality assurance/improvement, safety and governmental regulations.

#### **MEDTE 4351 Topics in Medical Technology**

1 hour-- Lectures on principles and practices of the Medical Laboratory including management education (health care delivery system, ethics, professionalism, communication skills, human resources and financial management), regulations, and research design/special projects.

## **Courses in Military Science**

#### **MS 1000 Military Science Leadership Lab**

0 hour--A non-credit course required each semester for GOLD Program, soldiers and Military Science minors. This course provides leadership and management opportunities in formal and informal military settings.

#### **MS 1313 Introduction to Military Leadership and Personal Development**

3 hours--Introduces the student to the personal challenges and competencies that are critical for effective leadership. Students will learn how the personal development of life skills such as goal setting, problem-solving and time management relate to leadership, officership and the Army profession. Students will focus on and explore dimensions of the leadership attributes and core competencies in practical hands-on scenarios and exercises. Open to all students.

#### **MS 2112 Basic Leadership Camp**

2 hours--Prereq.: National Guard OCS program approval. An intensive two-week period of pre-commissioning training. Oriented towards leadership development and individual/small unit training in a physically and mentally rigorous environment. Evaluates individual proficiency in land navigation and communications skills. Provides practical experience in a variety of leadership positions. Training takes place at a military installation. Open to qualified undergraduate students who have been accepted to the Oklahoma National Guard OCS Program.

**MS 2122 Foundations of Leadership**

2 hours--Prereq.: GOLD Cadre approval. Explores the foundations of leadership with an added focus on the dimensions of creative and innovative leadership strategies and styles. Students learn to apply aspects of personal motivation and team building in the context of planning, executing, and assessing team exercises and events. Students apply communication skills to lead troops and problem solve. Students are taught terrorism awareness and principles of war. Open to all students.

**MS 3315 Military Leadership and Management**

5 hours--Prereq.: National Guard OCS program approval. Studies small unit leadership fundamentals. Examines the junior officer's role and responsibilities in the leadership process. Addresses topics such as professional ethics, soldier/team development, and Army written and oral communication skills. Open to qualified undergraduate students who have been accepted to the Oklahoma National Guard OCS Program.

**MS 3325 Military Tactics and Operations**

5 hours--Prereq.: National Guard OCS program approval. Studies the fundamentals, techniques, and procedures of light infantry squad and platoon tactics. Develops leadership skills in planning, organizing, and executing small unit operations. Open to qualified undergraduate students who have been accepted to the Oklahoma National Guard OCS Program.

**MS 3412 Advanced Leadership Camp**

2 hours--Prereq.: National Guard OCS program approval. An intensive two-week period of pre-commissioning training. Oriented towards squad and platoon level operations in a field environment. Students plan, organize, and conduct small unit operations and training in a variety of leadership positions. Training takes place at a military installation. Open to qualified undergraduate students who have been accepted to the Oklahoma National Guard OCS Program.

**MS 3422 Foundations of Tactical Leadership**

3 hours--Prereq.: 2122 or GOLD Cadre approval. An examination of the challenges of leading tactical teams in the complex contemporary operating environment. This course highlights dimensions of terrain analysis, patrolling, and operation orders. Further study of the theoretical basis of the Army Leadership Requirements Model explores the dynamics of adaptive leadership in the context of military operations. Students develop greater self-awareness as they assess their own leadership styles and practice communication and team-building skills. Contemporary Operating Environment case studies give insight into the importance and practice of teamwork and tactics in real-world scenarios. Open to all students.

## Courses in Music

Private instruction course numbers for music majors and minors are as follows: 1011-2, 1021-2, 2031-2, 2041-2, 3051-2, 3061-2, 4072\*\*, 4081-2, 4801-2, 4811-2, 4821-2. The last digit determines credit hours; a 1 credit hour course = 30 minutes of private instruction and a 2 credit hour course = 60 minutes of private instruction. The third digit in 1011 through 4082 indicates the number of terms the student has taken the instruction. Numbers above 4082 indicate study completed beyond eight terms.

The course description for all private instruction is "The study of solo vocal and instrumental literature of different historical periods and styles, and of diction in English, French, German and Italian".

\*\*4072 includes mandatory senior recital.

**MUS 1000 Recital Attendance**

0 hours--A non-credit course required each semester for music majors and

■ Denotes a Liberal Arts course.

minors. The course provides listening and performance opportunities in formal and informal concert settings.

**MUS 1113 Fundamentals of Music ■**

3 hours--Beginning at a fundamental level, the elements of music including the study of pitch, rhythm, note reading, clefs, key signatures, scales, intervals, and chords, with reference to basic musical style, and includes laboratory sight singing and ear training practice. Three hours lecture and two hours lab weekly.

**MUS 1121 Vocal Diction ■**

1 hour--Phonetic sounds of the English, Italian, German, and French languages necessary for performing the literature. Not intended as a grammatical study. Fulfills one hour of the voice requirement for vocal and piano majors only (elective for all others).

**MUS 1133 Elementary Harmony and Ear Training ■**

3 hours--The elements of music including the study of clefs, keys, scales, meters, rhythm, diatonic chords; theoretical applications of music through part writing, sight singing, ear training, computer assignments and keyboard harmony. Two hours lecture and two hours lab weekly.

**MUS 1233 Intermediate Harmony and Ear Training ■**

3 hours--Prereq.: 1133. Further study of diatonic chords, harmonic progression, phrase structure, theoretical applications of music through part writing, analysis, sight singing, ear training, and keyboard harmony. Two hours lecture and two hours lab weekly.

**MUS 1511 Class Instruction in Brass Instruments ■**

1 hour--Extra fee charged. Class instruction in one brass instrument and survey of entire brass choir. Course may be repeated, if approved, to provide for instruction in different instruments.

**MUS 1521 Class Instruction in Wind Instruments**

1 hour--For music education students in the vocal and piano concentrations. Instruction includes "hands-on" experience, including teaching and performing on wind instruments at basic, beginning, and intermediate levels of both performance pedagogy and literature.

**MUS 1611 Class Instruction in Woodwind Instruments ■**

1 hour--Extra fee charged. Class instruction in one woodwind instrument and survey of entire woodwind choir. Course may be repeated on same basis as MUS 1511.

**MUS 1711 Class Instruction in String Instruments ■**

1 hour--Class instruction in one string instrument and survey of entire string choir. Course may be repeated on same basis as MUS 1511.

**MUS 1811 Class Instruction in Percussion Instruments ■**

1 hour--Extra fee charged. Class instruction in one percussion instrument and survey of entire percussion choir. Course may be repeated on same basis as MUS 1511.

**MUS 1911 Class Piano I**

1 hour--Extra fee charged. Group instruction in applied piano, special emphasis on theoretical concepts relevant to keyboard facility development, sight reading of historical keyboard styles and fundamentals of keyboard harmony pedagogy.

**MUS 1921 Class Piano II**

1 hour--Extra fee charged. Group instruction in applied piano, special emphasis on theoretical concepts relevant to keyboard facility development, sight reading of historical keyboard styles and fundamentals of keyboard harmony pedagogy.

**MUS 2111 University Singers**

1 hour-- The study of choral music with emphasis on the historical, theoretical and performance-practice aspects of music for large ensembles, leading to the performance of the literature.

**MUS 2122 Introduction to Sacred Music**

2 hours--An introduction to the field of Sacred Music. An examination of varying music types found in different denominations from both a philosophical and historical perspective. Students will gain an understanding of the different types of sacred music used in a liturgical as well as secular setting.

**MUS 2142 Hymnology and Liturgy**

2 hours--The study of traditional sacred music. Course content includes the historical study of traditional hymns and choral music appropriate for the sacred music field.

**MUS 2152 Guitar and Contemporary Worship**

2 hours--The study of contemporary sacred music using the guitar as the main performance medium. Students will learn the basic guitar technique and harmonic vocabulary necessary for the performance of contemporary sacred music.

**MUS 2131 Small Vocal Ensemble (Scheduled by specific title)**

1 hour--The study of choral music with emphasis on historical, theoretical and practice aspects of vocal chamber music, including staged productions.

**MUS 2211 Band**

1 hour--Study of the historical, theoretical, acoustical and pedagogical aspects of band music, leading to the performance of symphonic band literature.

**MUS 2231 Jazz Ensemble**

1 hour--The development of skills necessary for the teaching, performance, and directing of jazz music via the study of jazz history, comparison of jazz styles, and theoretical applications of jazz improvisation. Admission by audition.

**MUS 2311 Small Instrumental Ensemble (Scheduled by specific title)**

1 hour--The development of skills necessary for the teaching and directing of chamber music with emphasis on historical, theoretical, and acoustical concepts.

**MUS 2422 Introduction to Music Education ■**

2 hours--Introduction to the unique role of music and the arts in American education, from both a philosophical and historical perspective. The primary emphasis of the course is the development and understanding of a rationale for including music in the public school curriculum.

**MUS 2433 World Music ■**

3 hours--The study of significant music of non-western cultures (Africa, Asia, Middle Eastern), and of the Americas (Latin America and Native North America). Styles and traits of specific ethnic music.

**MUS 2533 Music in Life ■**

3 hours--Study of significant music of Western cultures from the middle ages to the present.

**MUS 2881-4 Special Studies in Music (Subject named in title listing)**

1 to 4 hours--Prereq.: Departmental approval. Directed group study on special subject or problem.

**MUS 2911 Class Piano III**

1 hour--Extra fee charged. Applied instruction in groups with emphasis on keyboard facility, sight reading, and keyboard harmony.

**MUS 2921 Functional Piano**

1 hour--Prereq.: 2911 or instructor's permission. Extra fee charged. Group instruction in applied piano, special emphasis on theoretical concepts relevant to keyboard facility development, reading of historical keyboard styles and fundamentals of keyboard harmony pedagogy.

**MUS 2931 Introduction to Fundamental Music ■**

1 hour--Music theory and fundamental skills development, including instruction in recorder, voice, autoharp, piano, and rhythm/melodic instruments. Provides a rudimentary level of functional music.

**MUS 3012 Sacred Music Organization**

2 hours--Prereq.: 2122. Organization and methodology of sacred music programs including the creation of budgets, administrative issues and presentation to the public. Study of pedagogy and rehearsal techniques appropriate for different age levels found in sacred music.

**MUS 3021 Sacred Music Internship**

1 hour--Prereq.: 2122. A supervised professional sacred music internship in a church, supervised by faculty.

**MUS 3113 Advanced Harmony and Ear Training ■**

3 hours--Prereq.: 1233. Chromatic harmony, modulation and theoretical applications of music through part writing, computer assignments, composition, analysis, sight singing, ear training and keyboard harmony. Two hours lecture and two hours lab weekly.

**MUS 3121 Piano Literature I ■**

1 hour--Prereq.: Instructor approval. An analytical and historical survey of the prominent composers, works, pianists, collations and editions of piano literature from its origin to the Romantic Era; a history of keyboard instruments to the present.

**MUS 3211 Principles of Conducting ■**

1 hour--Intro course in conducting; objectives include learning beat patterns, proper posture, use of baton and expressive gestures necessary for clear and precise style; develop confidence and leadership through live conducting experiences.

**MUS 3221 Band Literature ■**

1 hour--Prereq.: Permission of instructor. A survey of graded materials for junior high and high school band and wind ensembles, with attention to interpretation and style in the historical development of the literature, including transcriptions.

**MUS 3232 Marching Band Techniques**

2 hours--Fundamentals and organization of marching bands; precision drill and pageantry; charting and rehearsal procedures/problems; drill design; musical analysis and interpretive writing; horn placement; teaching techniques.

**MUS 3311 Advanced Class Instruction in Brass Instruments ■**

1 hour--Extra fee charged. Continuation of 1511. Course may be repeated on same basis as 1511.

**MUS 3321 Choral Literature ■**

1 hour--Prereq.: Permission of instructor. A survey of graded choral literature of the Renaissance through Modern Periods suitable for junior high and high school groups, with attention to interpretation, style and diction in the historical development of the literature.



**MUS 3411 Advanced Class Instruction in Woodwind Instruments ■**

1 hour--Extra fee charged. Continuation of 1611. Course may be repeated on same basis as 1511.

**MUS 3421 Solo Vocal Literature ■**

1 hour--Prereq.: Permission of Instructor. A survey of graded solo literature for all voice ranges suitable for the junior high and high school levels, with attention to interpretation, style and diction.

**MUS 3521 Piano Pedagogy I ■**

1 hour--Prereq.: Permission of instructor. A study of the philosophical approaches for presenting materials in piano instruction. Students explore the historical developments in keyboard pedagogy, learning theory and communication in group or private piano.

**MUS 3621 Vocal Pedagogy ■**

1 hour--Prereq.: Permission of instructor. An introduction to the pedagogy of singing. The course includes an overview of the fundamentals of vocal acoustics, the basic anatomy and physiology of singing, the process of breathing and support, the process of phonation, and the process of vowel production and articulation.

**MUS 3633 History of Music Through Bach ■**

3 hours--Prereq.: Departmental approval. A study of music from the earliest time through J. S. Bach.

**MUS 3643 History of Music Since Bach ■**

3 hours--Prereq.: Departmental approval. A study of music from the end of the Baroque era to the present.

**MUS 3721 Piano Accompanying I**

1 hour--Prereq.: Permission of instructor. A lecture and discussion course analyzing the history of accompanied solo and ensemble vocal music; preparation and discussion of literature and acquisition of skills in improvisation, score reading, transposition and sight reading.

**MUS 3812 Counterpoint ■**

2 hours--Prereq.: 3113. Study based on the style of J. S. Bach. Practical application in the writing of original contrapuntal exercises. Correlated ear training.

**MUS 3831 Instrumental Conducting**

1 hour--Prereq.: 3211. Continuation of 3211, for instrumental majors.

**MUS 3851 Advanced Class Instruction in Percussion Instruments ■**

1 hour--Extra fee charged. Continuation of 1811. Course may be repeated on same basis as 1511.

**MUS 3871 Choral Conducting**

1 hour--Prereq.: 3211. Choral experience from viewpoint of singer and conductor, using works from all periods of Western music.

**MUS 3912 Methods of Teaching Music for Elementary Teachers ■**

2 hours--Music education practices relating to elementary music classrooms; standard music education methods; learning theories in music education; development of lesson plans in music; opportunities to present lessons to children.

**MUS 4113 Musical Form and Analysis ■**

3 hours--A survey and analysis of the philosophical approaches to musical forms, genre and stylistic elements of historical eras and application of conditioned response and processes to the student's major.

**MUS 4121 Piano Literature II ■**

1 hour--Prereq.: Instructor approval. An analytical and historical survey of the prominent composers, works, pianists, collections and editions of piano literature from the Romantic Era to the present; a study of 20th Century techniques and innovations.

**MUS 4263 Modern Harmony**

3 hours--20th century compositional practices. Practical application via original exercises.

**MUS 4412 Music in the Elementary School ■**

2 hours--Prereq.: Departmental approval. Teaching music in the elementary grades, including learning theories as they apply to music; rationale for music in public education via musical history and philosophy; principle music methodologies, including, Kodaly and Orff.

**MUS 4432 Instrumental Music in the School ■**

2 hours--Prereq.: Departmental approval. Problems and methods of teaching instrumental classes and organizations at all skill levels. Emphasis on pedagogy and rehearsal techniques.

**MUS 4512 Administration of Instrumental Music Programs ■**

2 hours--Prereq.: Departmental approval. The study of administrative procedures of the public school instrumental director.

**MUS 4521 Piano Pedagogy II ■**

1 hour--Prereq.: Permission of Instructor. A continuation of concepts presented in MUS 3521; students are, in addition, provided laboratory experience in the teaching of piano to children and adults. Emphasis is given to the development of successful teaching studios.

**MUS 4532 Vocal Music in the Secondary School ■**

2 hours--Prereq.: Departmental approval. Teaching music in the junior and senior high schools, including basic pedagogical concepts, both anatomical and philosophical; genres of suitable literature; special productions, including budgetary considerations.

**MUS 4721 Piano Accompanying II ■**

1 hour--Prereq.: Permission of Instructor. A lecture and discussion course analyzing the history of accompanied instrumental literature; preparation and discussion of literature and acquisition of skills in improvisation, score reading, transposition and sight reading.

**MUS 4981-4 Seminar in Music (Subject named in title listing)**

1 to 4 hours--Prereq.: Departmental approval. Directed group study on special subject or problem.

**MUS 4991-4 Individual Study in Music (Subject named in title listing)**

1 to 4 hours--Prereq.: Departmental approval. Directed individual study on special subject or problem. Open only to selected undergraduates.

**MUS 5313 Music for Elementary Teachers ■**

3 hours--Prereq.: 3912 or equivalent. Study and practical application of problems involved in music education, grades 1-6, with emphasis on acquiring skills necessary for successful teaching at any grade level.

**MUS 5413 Choral Materials ■**

3 hours--A study of materials and techniques used in the organization, training, and conducting of choral groups in the secondary school.

**MUS 5513 Advanced Conducting and Score Reading**

3 hours--Prereq.: 3211 and 3831 or 3871. Analysis of materials, problems of organization, and study of literature of conducting, both instrumental and vocal; practice in score reading and conducting.



**MUS 5981-4 Seminar in Music (Subject named in title listing)**

1 to 4 hours--Prereq.: Departmental approval. Directed intensive study on selected problem or special topic.

**MUS 5991-4 Individual Study in Music (Subject named in title listing)**

1 to 4 hours--Prereq.: Graduate standing and twelve hours music. Directed intensive study on definite problem or special subject, based on approved outline or plan; conferences, oral and written reports.

## Courses in Native American Studies

**NAS 1111 Introduction to Native American Studies ■**

3 hours--This course introduces students to the field of Native American Studies, to historical and contemporary Indian issues, to potential career opportunities with Indian nations, and helps prepare students for course work in the Native American Studies major and minor. Course includes guest presenters, films, lectures, and discussions.

**NAS 2113 Clemente I: Comparing Cultures ■**

3 hours--A study of the thought and culture of the Chickasaw Nation (and other relevant southeastern nations) using oral tradition, written studies, works of art, and musical and dramatic performances. These approaches will be compared to "western humanities".

**NAS 2123 Clemente II: Chickasaw Culture ■**

3 hours--A study of the thought and culture of the Chickasaw Nation (and other relevant southeastern nations) using oral tradition, written studies, works of art, and musical and dramatic performances. These approaches will be compared to other Native American tribes.

**NAS 2881-4 Special Studies in Native American Studies (Subject named in title listing) ■**

1 to 4 hours--Directed group study on special subject, problem, or topic in Native American Studies.

**NAS 4113 Research in Native American Studies ■**

3 hours--Prereq.: 12 hours completed in the NAS program. Capstone seminar in Native American Studies. Students develop a research project on an issue in Native American Studies and develop a written and oral presentation of their work.

**NAS 4223 Internship in Native American Studies ■**

3 hours--Prereq.: 12 hours completed in the NAS program. Internship with an approved Native American program.

**NAS 4333 Hollywood Indians ■**

3 hours--A study of the depictions of Native Americans in film.

**NAS 4981-4 Seminar in Native American Studies (Subject named in title listing) ■**

3 hours--Directed group study on a special subject or problem.

## Courses in Nursing

**NRSNG 1142 Introduction to Professional Nursing**

2 hours--Orientation to nursing as a profession and as a component of the health care system. Open to other majors. Travel required. Classroom 2 hours.

**NRSNG 2104 Nursing Process**

4 hours--Prereq.: Admission to clinical component and completion of a minimum of 24 hours of nursing support courses. Application of the

nursing process to the acquisition of basic cognitive and psychomotor skills required for the practice of professional nursing. Classroom 3.3 hours, laboratory/clinical 2.68 hours.

**NRSNG 2223 Physical Assessment**

3 hours--Prereq.: Grade of "C" or better in BIOL 2184 and departmental approval. Skills and techniques of assessment of the adaptational level of adults and children. Emphasis is on obtaining health histories and performing physical assessments. Computerized testing used in class - times TBA. Classroom 2.3 hours, laboratory/clinical 2.68 hours.

**NRSNG 2881-4 Special Studies in Nursing (Subject named in title listing)**

1 to 4 hours--Prereq.: Departmental approval. Directed group study on special subject or problem. Classroom and clinical TBA.

**NRSNG 3118 Child-Adult Nursing I**

8 hours--Prereq.: Admission to the clinical component and a grade of "C" or better in NRSNG 1142, 2104, 2223 and all support courses. Cumulative GPA of 2.5 or better. Coreq.: 3192. Application of the nursing process in clinical nursing practice with emphasis on wellness promotion, maintenance, and restoration among individuals of all ages who experience specified adaptational problems. Travel required. Classroom 6 hours, laboratory/clinical 8 hours.

**NRSNG 3192 Pharmacology I**

2 hours--Prereq.: Admission to the clinical component. Coreq.: 3118. Introduction to the terms, concepts and physiological principles underlying the use of pharmacological agents to promote positive health adaptation in children and adults. Other treatment modalities will be discussed. Students will learn classes of commonly used pharmacological agents including modes of action, usual dosages, contraindications, adverse effects and nursing management of clients receiving medications. Computer testing used in class - times TBA. Classroom 2 hours.

**NRSNG 3218 Child-Adult Nursing II**

8 hours--Prereq.: A grade of "C" or better in 3118 and 3192. Advanced concepts related to health promotion, maintenance and restoration among individuals of all ages who experience specified adaptational problems. Current research related to major adaptational deficits of children and adults is applied. Travel required. Classroom 6 hours, laboratory/clinical 8 hours.

**NRSNG 3333 Contemporary Professional Nursing**

3 hours--Prereq.: Must be a registered nurse. The course focuses on the application of nursing theory to the development of nursing diagnoses and utilization of the nursing process. Roy's Adaptation Theory of nursing is examined as it guides nursing practice. Classroom 3 hours.

**NRSNG 3392 Pharmacology II**

2 hours--Prereq.: Grade of "C" or higher in NRSNG 3192 and 3118; Coreq.: 3218. This course builds upon the content in NRSNG 3192, Pharmacology I, and presents increasingly complex concepts in the use of pharmacological agents to promote positive health adaptation in children and adults. Students will learn advanced concepts related to multiple treatment modalities and become knowledgeable of the most potent pharmacological agents that have potentially life threatening adverse reactions and require increased monitoring by the nurse. Computerized testing used in class - times TBA. Classroom 2 hours.

**NRSNG 3883 Nursing Research**

3 hours--Prereq.: 3 hours of introductory statistics and concurrent enrollment in a clinical nursing course or RN with departmental approval. Concepts, principles, and applications of the research process to nursing,

including the use of research findings in guiding nursing practice. Classroom 3 hours.

#### **NRSG 4165 Nursing-Childbearing Family**

5 hours--Prereq.: Grade of "C" or better in 2223, 3218 and 3883. A comprehensive approach to family nursing with emphasis on the nursing knowledge and skills necessary to facilitate adaptation for the childbearing family, including the family centered application of the nursing process. Travel required. Classroom 4 hours, laboratory 4 hours.

#### **NRSG 4214 Psychiatric-Mental Health Nursing**

4 hours--Prereq.: A grade of "C" or better in 2223, 3218, and 3883 or departmental approval. The course focuses on behavioral and psychodynamic concepts and theories, together with their applications, and the therapeutic use of self in the nursing process for modifying emotional and/or psychiatric disequilibrium and the promotion of mental health in the individual, family and the community. Travel required. Classroom 3 hours, laboratory 4 hours.

#### **NRSG 4283 Community Health Nursing**

3 hours--Prereq.: Grade of "C" or better in NRSG 4165, 4214, and 4374. Principles and practice of community health nursing are applied to the health needs of individuals, families and communities in various settings. Nursing care emphasizing health promotion and disease prevention is emphasized from local to global perspectives. Travel is required. Classroom 2 hours, clinical 3 hours.

#### **NRSG 4374 Adaptation in Aging**

4 hours--Prereq.: Grade of "C" or better in 2223, 3218, and 3883. Processes and problems of aging within an adaptation framework. The role of the nurse in promoting adaptation of healthy aging persons, identifying those at risk for developing adaptational deficits, and assisting those experiencing acute and/or chronic health problems within historical, social and political contexts. Classroom 3.25 hours, laboratory 3 hours.

#### **NRSG 4383 Concepts in Leadership and Management**

3 hours--Prereq.: Grade of "C" or better in NRSG 4165, 4214, and 4374. Principles and practice of nursing concepts applied to organizational management, leadership styles and processes, the use of resources and effective communication when working on interdisciplinary teams. Critical thinking and evidence based practice is emphasized to promote a culture of safety and continuous quality improvement. Travel is required. Classroom 2 hours, clinical 3 hours.

#### **NRSG 4513 Comprehensive Clinical Nursing**

3 hours--Prereq.: Grade of "C" or better in 4165, 4214 and 4374. This course focuses on synthesis and application of standards of nursing practice to care of clients with multiple complex adaptational alterations. Students will use informatics and evidence based practice to analyze client data and improve health-related outcomes in diverse populations. Classroom 2 hours, clinical 3 hours. Travel is required.

#### **NRSG 4617 Advanced Nursing Concepts I**

7 hours--Prereq.: Grade of "C" or better in NRSG 2223, 3333, and 3883; must be a registered nurse. The course focuses on the process and problems of aging within an adaptational framework. The course explores the role of the nurse in promoting adaptation of healthy aging persons, identifying those at risk for developing adaptational deficits, and assisting those experiencing acute and/or chronic health problems within historical, social and political contexts. The nursing process is applied based upon the principles and practices of community health nursing to health needs of individuals, families and communities. Classroom lecture on OneNet, web assignments, clinical labs. Classroom 5 hours, laboratory 4 hours.

■ Denotes a Liberal Arts course.

#### **NRSG 4629 Advanced Nursing Concepts II**

9 hours--Prereq.: Grade of "C" or better in NRSG 2223, 3333, 3883, and 4617; must be a registered nurse. The course synthesizes and applies the practice of professional nursing in the clinical setting with implementation of the nursing process to the adaptational needs of clients with multiple, complex health care problems primarily in the acute care setting. In achieving the goals of the course, the student will be synthesizing knowledge gained in previous courses as they master new knowledge. Emphasis will be placed on the clinical application of theoretical learning, critical thinking, the decision making process in the application of the principles and practices of leadership and management as it relates to the supervision of health care personnel and the promotion of the adaptation of individuals and groups of clients. Classroom lecture, web assignments, clinical labs. Classroom 6 hours, laboratory 6 hours.

#### **NRSG 4954 Transition to Professional Practice**

4 hours--Prereq.: Grade of "C" or better in NRSG 4165, 4214, and 4374. This capstone course facilitates exploration of ethical, legal and social aspects of nursing practice. Clinical activities focus on applying the nursing process when providing caring safe care to groups of clients with multisystem problems. Student progression to the professional nurse role is facilitated. Classroom 2 hours, and a clinical preceptorship of 170 hours is required. Travel is required.

#### **NRSG 4981-5 Seminar in Nursing (Subject named in title listing)**

1 to 5 hours--Prereq.: Departmental approval. Directed group study of special topics or problems pertinent to nursing. Classroom and clinical hours TBA.

#### **NRSG 4991-4 Individual Study in Nursing (Subject named in title listing)**

1 to 4 hours--Prereq.: Departmental approval. Directed individual study of a special nursing subject or problem. Open only to selected undergraduates. Classroom and clinical hours TBA.

#### **NRSG 5981-4 Seminar in Nursing (Subject named in title listing)**

1 to 4 hours--Prereq.: Graduate standing and departmental approval. Directed intensive study on selected problem or special topic.

## **Courses in Organizational Leadership**

(See Courses in Business Administration)

## **Courses in Physics**

#### **B/C/P 4113 Methods of Teaching Biological and Physical Sciences**

3 hours--Prereq.: Departmental approval. Philosophy, methodology and resources for teaching high school (7th - 12th grade) biology, chemistry, and physics.

#### **PHSCI 0123 Concepts in Science**

3 hours--A lecture/lab course designed to help the student develop an understanding of the processes and methods of scientific investigation, to gain an understanding of chemical and physical relationships and to develop an understanding and appreciation of how science is related to everyday occurrences in the life of the student. Emphasis will be on the conceptual development of basic ideas fundamental to physics and chemistry. This course is designed to be a remedial course to be taken by students needing to complete their college entrance requirements and does not satisfy the general education science requirement. Grading is "P" or "F".

**PHSCI 1114 General Physical Science ■**

4 hours--Student participation oriented lecture-laboratory course designed to assist the student in interpreting the physical environment. A study of important topics in physics, chemistry and astronomy. This course does not apply on major or minor in physics or chemistry, and is not designed to be taken by students who will complete courses in these fields.

**PHSCI 4013 Methods of Teaching the Physical Sciences**

3 hours--Prereq.: Departmental approval. Philosophy, methodology and resources for teaching high school chemistry and physics.

**PHYS 1114 General Physics I ■**

4 hours--Prereq.: MATH 1513 or department approval. Beginning course in mechanics and thermodynamics. 3 hours lecture, 2 hours lab. (NOTE: Degree credit not allowed in both PHYS 1114 and PHYS 2115.)

**PHYS 1214 General Physics II ■**

4 hours--Prereq.: 1114. Beginning course in electricity, magnetism, waves and sound, and optics. 3 hours lecture, 2 hours lab. (NOTE: Degree credit not allowed in both PHYS 1214 and PHYS 2225.)

**PHYS 1314 Astronomy ■**

4 hours--A non-mathematical treatment of introductory astronomy. Topics of interest include a study of the constellations, theories of planetary motion, theories of evolution of the universe, and such extragalactic objects as nebulae, star clusters, variable stars, binary stars and quasistellar objects. Laboratory work included.

**PHYS 2115 Engineering Physics I**

5 hours--Prereq.: MATH 2825. Vectors, kinematics and dynamics of particles, work and energy systems of particles, rotational kinematics and dynamics, gravitation, fluid mechanics and heat. 4 hours lecture, 2 hours lab. (NOTE: Degree credit not allowed on both PHYS 1114 and PHYS 2115.)

**PHYS 2225 Engineering Physics II**

5 hours--Prereq.: MATH 3025. Thermodynamics, vibrations, waves and sound, electricity, magnetism, optics, and radioactivity, 4 hours lecture, 2 hours lab. (NOTE: Degree credit not allowed in both PHYS 1214 and PHYS 2225.)

**PHYS 2812 Calculus Applications in Physics ■**

2 hours--Prereq.: 1114 and MATH 2825. Coreq.: 1214 and MATH 3025. Applications of differential and integral calculus to selected topics in mechanics, thermodynamics, waves, electricity, and magnetism.

**PHYS 2881-4 Special Studies in Physics (Subject named in title listing)**

1 to 4 hours--Prereq.: Departmental approval. Directed group study on special subject or problem.

**PHYS 3013 Modern Physics ■**

3 hours--Prereq.: 2225. The quantum theory, Bohr's theory of the hydrogen atom, Einstein's theory of relativity.

**PHYS 3113 Mechanics I ■**

3 hours--Prereq.: 2115 and MATH 3025. Linear motion, momentum, potential theory, conservative forces.

**PHYS 3123 Mechanics II ■**

3 hours--Prereq.: 3113. Lagrangian and Hamiltonian mechanics.

**PHYS 3213 Basic Electronics ■**

3 hours--Prereq.: 1214 or 2225. An introductory course in electronics which covers such topics as digital electronics, circuit theory, solid state theory, commonly used integrated circuits, analog to digital conversion, microprocessor basics, and power supplies.

**PHYS 3222 Medical Physics ■**

2 hours--Prereq.: 1214 or 2225. Intended for those interested in medical physics, radiology, pre-medicine, and biology. Introduction to x-rays, magnetic resonance imaging, computed tomography, ultrasound, nuclear medicine, gamma knife, radiation therapy, radioisotopes, and brachytherapy. Various careers in medical physics and medicine will also be examined as well as the preparation required in these fields.

**PHYS 3411 Junior Physics Laboratory ■**

1 hour--Prereq.: 1214 or 2225 and MATH 2825. Principally mechanics and sound; varied as necessary. Open to undergraduates only.

**PHYS 3511 Junior Physics Laboratory ■**

1 hour--Prereq.: 1214 or 2225 and MATH 2825. Principally electricity and light; varied as necessary. Open to undergraduates only.

**PHYS 3611 Ultrasound Physics Laboratory ■**

1 hour--Prereq.: 1214 or 2225. Laboratory course in ultrasound physics which covers general design and function of transducers, echo signal description, measuring depth in time, depth, build, and motion modes; Fourier transform calculations of frequency, effects of sound in various media, calculation of various properties of matter using sound waves, use of phantoms in imaging, propagation of sound in matter, use of continuous and pulsed wave transducers, and delivery of energy via sound waves.

**PHYS 3713 Thermodynamics ■**

3 hours--Prereq.: 2225 and MATH 3025. Properties of substances and principles governing changes in form of energy. First and second laws.

**PHYS 3813 Optics ■**

3 hours--Prereq.: 1214 or 2225 and MATH 3025. Geometrical and physical optics.

**PHYS 4113 Electricity and Magnetism-Field Theory ■**

3 hours--Prereq.: 2225 and MATH 3025. Electric and magnetic fields. Gauss's theorem, potential theory, Maxwell's equations.

**PHYS 4222 X-ray and Nuclear Physics Laboratory**

2 hours--Prereq.: 3013, Coreq.: 4313. Course involves laboratory experience in the study of gamma spectroscopy using a NaI detector, x-ray diffraction studies, and other nuclear physics topics.

**PHYS 4313 Introduction to Nuclear Physics ■**

3 hours--Prereq.: 3013 and MATH 2825. Prereq. or Coreq.: MATH 3025. Nuclear disintegrations, nuclear structure, neutron physics.

**PHYS 4413 Advanced Electronics ■**

3 hours--Prereq.: 4113. A continuation of the topics introduced in PHYS 3213 Basic Electronics.

**PHYS 4513 Quantum Mechanics ■**

3 hours--Prereq.: 3013 and MATH 3025. The Schrodinger equation, its statistical interpretation; physical meaning of quantum mechanics.

**PHYS 4713 Mathematical Physics ■**

3 hours--Prereq.: 3113. Functions of a real variable, Elliptic functions, Bessel functions, theory of integration, Fourier series and the LaPlace Transform.

**PHYS 4981-4 Seminar in Physics (Subject named in title listing)**

1 to 4 hours--Prereq.: Departmental approval. Directed group study on special subject or problem.

**PHYS 4991-4 Individual Study in Physics (Subject named in title listing)**

1 to 4 hours--Prereq.: Departmental approval. Directed individual study on special subject or problem. Open only to selected undergraduates.

**PHYS 5214 Theoretical Mechanics**

4 hours--Prereq.: 3123. The Hamiltonian equations, Lagrange's formulation, canonical transformations and relativity mechanics.

**PHYS 5981-4 Seminar in Physics (Subject named in title listing)**

1 to 4 hours--Prereq.: Departmental approval. Directed intensive study on selected problem or special topic.

**PHYS 5991-4 Individual Study in Physics (Subject named in title listing)**

1 to 4 hours--Prereq.: Graduate standing and twelve hours physics. Directed intensive study on definite problem or special subject, based on approved outline or plan; conferences, oral and written reports.

## Courses in Political Science

**LSPS 2153 Introduction to Law ■**

3 hours--Prereq.: PS 1113 or departmental approval. An examination of the nature of law, the structure and functions of the American courts and judiciary, selection of judges, and political influences on judicial decisions.

**LSPS 4883 Jurisprudence ■**

3 hours--Prereq.: 2153. Jurisprudence is the philosophy of law. This course examines the leading schools of thought that influence legal thinking and decision making, including natural law, positivism, legal realism, and others.

**LSPS 4981-4 Seminar in Law (Subject named in title listing) ■**

1 to 4 hours--Prereq.: Departmental approval. Directed group study on a special subject or problem.

**PS 1113 United States Government ■**

3 hours--Origin, organization, form, functions and functioning of the United States Government, including political parties.

**PS 2113 Introduction to Political Science ■**

3 hours--The origin, nature, and function of government, principles and methods of political organization and development.

**PS 2213 U.S. Governmental Issues and Their Politics ■**

3 hours--Prereq.: 1113 or departmental approval. A study of the domestic policies of the national government, with particular emphasis given to issues and policies of the period since the New Deal of the 1930's.

**PS 2881-4 Special Studies in Government (Subject named in title listing) ■**

1 to 4 hours--Prereq.: Departmental approval. Directed group study on special subject or problem.

**PS 3113 Constitutional Law: Issues of National Power ■**

3 hours--Prereq.: LSPS 2153 or departmental approval. A study of the powers of the Federal courts, the Congress, the President, and the distribution of authority between the national and state governments;

contracts, the commerce and tax powers, as these relate to government regulation of the national economy, and the 14th Amendment.

**PS 3133 Civil Rights and Liberties I ■**

3 hours--Prereq.: LSPS 2153 or departmental approval. This course focuses on major Supreme Court decisions regarding criminal law and the civil rights of women and racial minorities. The issues of abortion, the death penalty, and affirmative action are examined in detail.

**PS 3143 Civil Rights and Liberties II ■**

3 hours--Prereq.: LSPS 2153 or departmental approval. Studies the Supreme Court's interpretation of the First Amendment, with an emphasis on its religion and speech clauses. The political, historical, and theoretical background of the cases is also considered.

**PS 3163 Political Science Research Methods ■**

3 hours--Prereq.: 1113 and 2113. The focus of this course is the scope and methods of political science research. It concerns the "science" part of political science, specifically, how to apply the scientific method to political research by developing theoretical explanations of political phenomena and empirically testing these theoretical explanations. The goal of the course is to enable students to complete significant political science research projects.

**PS 3173 Campaigns and Elections ■**

3 hours--Prereq.: 1113. This course will examine the behavior of candidates and voters in American local, state, and federal elections. A focus will be placed on how to run a political campaign, including campaign structure, field operations, precinct organization, scheduling, voter targeting, and budgets. The role of the press, money in politics, and the increasing influence of political consultants will also be covered.

**PS 3183 Women in Politics ■**

3 hours--Prereq.: 1113. This course focuses on the role of women in United States politics and in the global context. Topics include the expansion of women's rights and roles, feminist theory, and barriers to equality.

**PS 3193 Tribal Politics ■**

3 hours--Prereq.: 1113. This course will survey tribal government and politics in the United States with a special emphasis on the intergovernmental relationships among tribal, local, state, and federal governments.

**PS 3413 The U.S. Legislatures ■**

3 hours--Prereq.: 1113 or departmental approval. Current practices of the United States Congress and state legislative bodies; emphasis on constitutional developments which have shaped the organization, procedures and operation of U.S. legislatures; and on the relationship of the legislative and the other two major departments of government.

**PS 3523 Political Philosophy ■**

3 hours--Selected political philosophers from Socrates to Hegel. This course will survey major political philosophers through the Middle Ages.

**PS 3613 U.S. Political Thought ■**

3 hours--Prereq.: 3523 or departmental approval. A survey of the major developments in U.S. political thought from the colonial period to the present, with some comparison with major continental political ideas.

**PS 3633 The U.S. Presidency ■**

3 hours--Prereq.: 1113 or departmental approval. The politics of presidential selection, the authority of the office, the processes for formulating and executing public policy, and the influence of personality on performance.



**PS 3723 Oklahoma Politics ■**

3 hours--Prereq.: 1113. This course will survey Oklahoma political institutions and political history. Topics include the three branches of Oklahoma state government, elections, and political culture.

**PS 3823 Introduction to Public Management ■**

3 hours--Prereq.: 1113 or departmental approval. An introduction to theory and practice in the management of public affairs. Particular emphasis is placed upon several themes and conceptual problems consistently appearing in the professional literature of public administration (e.g., ecology of administration, bureaucratic efficiency, administrative responsiveness and responsibility). Selected case studies and works of fiction may be utilized where appropriate.

**PS 3913 International Relations ■**

3 hours--An in-depth analysis of the actors and their relationships within the global community; the importance and limitations of power in the contemporary world.

**PS 4113 Political Parties ■**

3 hours--Prereq.: 1113 or departmental approval. A survey of the origin and development of political parties in the United States; study of contemporary party organizations and issues.

**PS 4153 Western European Governments ■**

3 hours--Prereq.: 1113 or departmental approval. A comparative study of the governmental systems of Great Britain, France, and the Federal Republic of Germany.

**PS 4163 Post-Soviet Bloc Politics ■**

3 hours--Prereq.: 1113 or departmental approval. A study of the government and politics of states in post-Soviet Central and Eastern Europe. Primary consideration will be given to post-Soviet Russia.

**PS 4353 Study of War ■**

3 hours--Prereq.: 3913 or departmental approval. An investigation into the nature and causes of war within the global arena. Various types of wars will be identified and analyzed.

**PS 4433 Public Policy Making ■**

3 hours--Prereq.: 1113 or departmental approval. An examination of various models of public policy making, leading to the analysis of various problems confronting government. The course is concerned with interest groups which influence policy making, the processes (governmental, institutional, and environmental) through which policies flow, the final conclusions of policy making, and the impact on Society.

**PS 4513 Modern Political Thought ■**

3 hours--Prereq.: 3523 or departmental approval. This course will start with John Locke and pursue political philosophy down to the present, including the recent ideas and historical factors resulting in liberalism, socialism, communism, and fascism.

**PS 4823 U.S. Foreign Policy ■**

3 hours--Prereq.: 3913 or departmental approval. A study of the U.S. foreign policy establishment. An investigation of the various factors that influence the making and the implementation of U.S. foreign policy. Attention will be focused on the purpose and objectives of U.S. foreign policy, especially since 1945.

**PS 4941-6 Internship (Field named in title listing)**

1 to 6 hours--An in-depth study of the structure of a political institution, an area of public policy, political behavior, or intergovernmental relationships by assignment to work or study within a governmental or political entity.

**PS 4981-4 Seminar in Political Science (Subject named in title listing) ■**

1 to 4 hours--Prereq.: Departmental approval. Directed group study on special subject or problem.

**PS 4991-4 Individual Study in Political Science (Subject named in title listing) ■**

1 to 4 hours--Prereq.: Departmental approval. Directed individual study on special subject or problem. Open only to selected undergraduates.

**PS 5312 Current Topics in Political Science (Subject named in title listing) ■**

2 hours--The study of a selected topic of general interest in government, domestic or foreign. This course is designed primarily as general education for graduate students.

**PS 5981-4 Seminar in Political Science (Subject named in title listing) ■**

1 to 4 hours--Prereq.: Departmental approval. Directed intensive study on selected problem or special topic.

**PS 5991-4 Individual Study in Political Science (Subject named in title listing) ■**

1 to 4 hours--Prereq.: Graduate standing and sixteen hours history and other social studies, including eight hours political science. Directed intensive study on definite problem or special subject, based on approved outline or plan; conferences, oral and written reports.

**PSCOM 3863 Mass Media and U.S. Politics ■**

3 hours--Prereq.: PS 1113 or departmental approval. An examination and assessment of the power and influence of the mass media in U.S. politics; emphasis will be centered on the medium of television.

## Courses in Psychology

**EDPSY 3513 Educational Psychology**

3 hours--Prereq.: Admission to Teacher Education; Coreq.: EDUC 3001 and EDUC 4632. Application of psychological theories to classroom teaching. Primary course topics include educational research and the scientific approach to teaching; education measurement and evaluation; and theories of development, learning and motivation as they apply to classroom instruction, management and discipline.

**EDPSY 5143 Introduction to School Psychological Services**

3 hours--Prereq.: Departmental approval. Explores the role and function of School Psychometrists and School Psychologists, including responsibilities, credentialing, professional ethics, legal implications, referral sources, assessment and placement, consultation, intervention strategies, professional affiliations, and the role of School Psychometrists and School Psychologists in the administration of public education. Special emphasis given to the role of School Psychometrists and School Psychologists with respect to special needs children.

**EDPSY 5163 Cognitive Behavioral Theories and Methods of Counseling and Psychotherapy**

3 hours--Exploration and examination of theories and techniques utilized when functioning as a counselor or therapist within a cognitive and/or behavioral conceptual framework. Personality and behavior change is considered within the framework of a cognitive and/or behavioral perspective. Included are theories and techniques such as Rational-Emotive Therapy, Beck's Cognitive Therapy, Cognitive-Behavior Modification, Social Learning Theory and Milieu Therapy, and various approaches based upon operant and classical conditioning including systematic desensitization.



**EDPSY 5353 Standardized Group Tests**

3 hours--Theoretical rationale underlying the use of educational and psychological tests for the description, evaluation, prediction, and guidance of behavior: emphasizing those tests used in schools for the evaluation of academic areas, as well as those used in such settings as guidance centers and employment agencies.

**EDPSY 5363 Career Development**

3 hours--A variety of training experiences designed to prepare guidance personnel with competencies to provide their counselees with career development skills.

**EDPSY 5373 Personality Assessment for Children**

3 hours--Prereq.: EDPSY 5353 or PSYCH 4213. The study of methods and techniques for assessing children's behavior and their social and emotional development. The course will include formal and informal methods of assessing both internalizing and externalizing problems. Objective and projective methods will be studied. Students will be prepared to work in both educational and clinical settings.

**EDPSY 5403 Non-Traditional Assessment**

3 hours--Prereq.: 5143 and 5353. A study of alternative methods of child assessment including functional behavior assessment, standardized curriculum-based measurements, such as the Dynamic Indicators of Basic Early Literacy Skills (DIBELS), and response to intervention models of assessment. The primary focus of this course is learning assessment techniques that directly inform intervention. The course will include discussions about using such techniques to meet Federal requirements for Special Education eligibility.

**EDPSY 5433 Affective Theories and Techniques of Counseling and Psychotherapy**

3 hours--Prereq.: 5163. Exploration and examination of theories and techniques utilized when functioning as a counselor or therapist within an affective conceptual framework. Personality and behavior change is considered within the framework at an affective perspective. Included are theories and techniques such as client-centered therapy, Gestalt therapy, Existential therapy, Psycho-analytic therapy, and Reality therapy.

**EDPSY 5493 Practicum in School Psychology**

3 hours--Prereq.: 5163, 5693, PSYCH 5313 and 5473. The student will spend a minimum of 150 clock hours in an appropriate setting under the supervision of a Credentialed School Psychologist or a Licensed Psychologist.

**EDPSY 5553 Practicum in Counseling ■**

3 hours--Prereq.: 5163, EDUC 5413, PSYCH 5183 or departmental approval. The student will spend a minimum of 150 clock hours in supervised practical experience in professionally appropriate counseling and psychological activities at a facility engaged in furnishing psychological, medical, rehabilitative, counseling, or other socially relevant human services to a client population. Students will develop and refine competencies in the application of psychological principles and skills in order to function effectively as providers of counseling and psychological services. May be repeated for a maximum of 12 hours with department approval.

**EDPSY 5593 Internship in School Psychology I**

3 hours--Prereq.: 5493. The intern will spend a minimum of 600 clock hours under the supervision of a Credentialed School Psychologist or a Licensed Psychologist. The internship is a 2 semester experience which earns 3 credit hours a semester. Student will enroll in EDPSY 5613 Internship II after EDPSY 5593 Internship I has been completed for the remainder of the internship experience.

■ Denotes a Liberal Arts course.

**EDPSY 5613 Internship in School Psychology II**

3 hours--Prereq.: 5593. The intern will spend a minimum of 600 clock hours under the supervision of a Credentialed School Psychologist or a Licensed Psychologist. This course is the second part of a two-semester experience. The student will have completed EDPSY 5593 Internship I before enrolling in EDPSY 5613 Internship II.

**EDPSY 5693 Practicum in School Psychometry**

3 hours--Prereq.: 5143, 5353, 5403, PSYCH 5403 and 5433. The student will spend a minimum of 150 clock hours in an appropriate setting under the supervision of a Credentialed School Psychometrist or a Licensed Psychologist.

**EDPSY 5961-2 (Subject named in title listing)**

1 to 2 hours--Prereq.: Departmental approval. Directed group study on a special topic, normally of short duration. Grading is usually "P" or "F".

**H/P/E 5343 Marriage, Family and Group Counseling**

3 hours--Prereq.: Departmental approval. A survey of the major theories, methods and techniques used in the treatment of marital and family problems with particular emphasis on the legal and ethical issues in group, marriage and family counseling. Emphasis is also given to the special needs of multi-cultural groups and people with disabilities.

**H/P/E 5443 Advanced Group Counseling**

3 hours--Prereq.: Departmental approval. Major contributions to group counseling theories are studied. The role of group work as a developmental or preventive approach is emphasized. Multi-cultural concerns and the needs of people with disabilities are also stressed.

**HRPSY 3253 Psychology of Aging ■**

3 hours--Prereq.: PSYCH 1113. A survey introduction to the psychological aspects of later life with particular emphasis on the behavioral changes associated with the emotional, motivational, personality, social and environmental conditions of the elderly.

**PSYCH 1113 General Psychology ■**

3 hours--A survey of the major areas in psychology including motivation, perception, learning, memory and cognition, physiology, personality, social psychology, and abnormal behavior and treatment.

**PSYCH 2313 History and Systems of Psychology ■**

3 hours--Prereq.: 1113. A survey and integration of periods and principal fields of psychological thought, with emphasis upon the evolution of scientific method and its application to behavior.

**PSYCH 2881-4 Special Studies in Psychology (Subject named in title listing)**

1 to 4 hours--Prereq.: Departmental approval. Directed group study on special subject or problem.

**PSYCH 3013 Industrial/Organizational Psychology ■**

3 hours--Prereq.: 1113. The study of concepts, models, and issues of organizational behavior in a manner that will help the student to develop the conceptual interpersonal and communicative skills that are needed for effective management in an organization.

**PSYCH 3063 Physiological Psychology ■**

3 hours--Prereq.: 1113. Introductory survey of the physiological correlates of behavior. Among the topics discussed will be how physiology and biochemistry might interact with the environment to produce changes in learning, motivation, emotions, perceptions, and other behaviors.

**PSYCH 3093 Computer Software: Applications in Psychology ■**

3 hours--Prereq.: 3833 or departmental approval. The course is an introduction to the application of microcomputer software pertinent to the field of psychological research. Emphasis is placed on the operation and utilization of software for statistical analysis and graphic presentation of data.

**PSYCH 3114 Experimental Psychology ■**

4 hours--Prereq.: 1113, 3833 and 3933. An applied study of the procedures and methods of experimental research in psychology. The purpose of this course is for students to participate in the planning, designing and completion of an experimental research project.

**PSYCH 3463 Child and Adolescent Psychology ■**

3 hours--Prereq.: 1113. The study of overall human development of the individual from birth through adolescence with emphasis on applied issues in education and nursing. This course may not be taken for psychology degree credit.

**PSYCH 3613 Psychology of Learning and Cognition ■**

3 hours--Prereq.: Five hours psychology. A comprehensive study of the psychological theories of learning and cognition including current issues in human and animal behavior.

**PSYCH 3833 Behavioral Science Statistics ■**

3 hours--Prereq.: MATH 1513 or MATH 2213 or departmental approval. This course provides an introduction to descriptive, inferential, parametric, and nonparametric statistical techniques used in behavioral research. These techniques will include measures of central tendency, variability, correlation, regression analysis, t-tests, chi square and ANOVA. The purpose of the course is for students to develop competencies in calculating basic statistics, using computers for statistical analyses, engaging in hypothesis testing, and interpreting the statistical results in preparation for advanced research classes.

**PSYCH 3933 Writing and Design for Psychological Research ■**

3 hours--Prereq.: 1113 and 3833 or department approval. This course introduces writing and design in psychological research. The purpose of the course is for students to develop competencies in experimental design, research ethics, technical report writing using APA style, and data analysis using computer statistical programs.

**PSYCH 4112 Psychology of Exceptional Children ■**

2 hours--Prereq.: 1113 and either 3463 or 4443 or 4453, or departmental approval. Study of children who deviate significantly from the normal with reference to intellectual, sensory, physical, and neural functioning and behavior with special emphasis on understanding and modifying the behavior of such children. This course may not be taken for psychology degree credit.

**PSYCH 4133 Abnormal Psychology ■**

3 hours--Prereq.: Five hours psychology. Study of behavior likely to be labeled abnormal with emphasis on factors involved in acquisition maintenance, and change of such behavior.

**PSYCH 4213 Psychological Tests and Measurements ■**

3 hours--Prereq.: Five hours psychology. A study of psychological testing principles and procedures, with special emphasis on intelligence tests, aptitude tests, achievement tests, interest inventories, developmental scales, and group personality tests. Experience is provided with tests commonly used for the identification, intervention, and placement of exceptional individuals.

**PSYCH 4323 Behavioral Management ■**

3 hours--Prereq.: 1113. Study of the basic principles of the experimental analysis of behavior. Emphasis on behavior as affected by environmental conditions.

**PSYCH 4413 Psychology of Personality ■**

3 hours--Prereq.: 1113. This course examines personality processes and the various theoretical approaches to the study of personality including psychodynamic, behavioral, phenomenological, trait, and social learning theories.

**PSYCH 4443 Child Development ■**

3 hours--Prereq.: 1113. The physical, mental, social, and emotional development of the individual from conception through the onset of adolescence with emphasis on psychological theories, developmental methodology and research.

**PSYCH 4453 Adolescent Development ■**

3 hours--Prereq.: 1113. The physical, mental, social and emotional development of the individual from puberty through the onset of young adulthood with emphasis on psychological theories, developmental methodology, and research.

**PSYCH 4981-4 Seminar in Psychology (Subject named in title listing)**

1 to 4 hours--Prereq.: Departmental approval. Directed group study on special subject or problem.

**PSYCH 4991-4 Individual Study in Psychology (Subject named in title listing)**

1 to 4 hours--Prereq.: Departmental approval. Directed individual study on special subject or problem. Open only to selected undergraduates.

**PSYCH 5063 Advanced Physiological Psychology**

3 hours--Prereq.: 3063. An in-depth analysis of the neural and endocrine components of normal and abnormal behavior.

**PSYCH 5113 Theories of Personality and Human Behavior**

3 hours--Prereq.: 4413 or graduate standing. An intensive study of the principles of human behavior with emphasis on description, understanding, prediction, and control of behavior.

**PSYCH 5143 Statistics and Design in Applied Psychology**

3 hours--Prereq.: 3833. Major emphasis will be on students learning how to write, analyze, design, and conduct research in applied psychology.

**PSYCH 5153 Research in Applied Psychology**

3 hours--Prereq.: 5143. Major emphasis will be on students learning how to write, analyze, design, and conduct research in applied psychology.

**PSYCH 5173 Professional Orientation and Ethics in Clinical Psychology**

3 hours--Professional and ethical issues in clinical psychology are considered in light of general standards, evaluation, assessment, intervention, advertising and other public statements, therapy, privacy and confidentiality, teaching, training supervision, research, publishing, forensic activities, and resolving issues that individuals encounter in providing clinical services to clients and the principles that are incorporated in properly thinking through how to conduct oneself when such situations are encountered. A portion of each class is devoted to particular ethical and/or professional concerns with case studies that illustrate fundamental dilemmas and the relevant ethical guidelines.

**PSYCH 5183 Advanced Abnormal Psychology**

3 hours--Prereq.: 4133 or 5113 or EDPSY 5163 or HURES 5053. Intensive study of behaviors likely to come to the attention of counselors and psychotherapists with emphasis on classification, etiology and intervention.

**PSYCH 5313 Advanced Educational Psychology**

3 hours--Principles of learning, development, and social factors influencing learning motivation and achievement. Theoretical perspectives and research regarding development, social-cognition, learning and motivation are examined as these influence educational decisions and classroom practices.

**PSYCH 5323 Classroom Behavior Modification**

3 hours--Prereq.: Departmental approval. A comprehensive introduction to applied learning theory in the classroom. Specific emphasis will be placed on the practical application of these principles in the control of appropriate and inappropriate classroom behavior.

**PSYCH 5333 Behavioral Intervention with Children**

3 hours--Prereq.: 5183 and EDPSY 5163. The course focuses on the utilization of empirically-based assessment and intervention with children having behavioral problems. Emphasis is placed on the functional analysis of behavior, contingency and crisis management.

**PSYCH 5363 Adolescent Psychopathology and Treatment**

3 hours--Prereq.: 5183 and EDPSY 5163. Study of the assessment, diagnosis, and treatment of adolescent behavioral and psychological disorders. Emphasis will be placed upon the utilization of empirically-based strategies.

**PSYCH 5373 Personality Assessment**

3 hours--Prereq.: 4213 or EDPSY 5353. An examination of the theory underlying the use of individually administered psychological test battery as a set of stimulus situations in which examinee behavior can be systematically observed. Experience is provided in the administration, scoring, and interpretation of a variety of instruments used in evaluation of personality structure and functioning.

**PSYCH 5403 Intellectual Assessment**

3 hours--Prereq.: 4213 or EDPSY 5353. A study of the theories and principles underlying the individualized assessment of intellectual functioning. Specifically, students will learn how to administer, score, and interpret the Wechsler Scales and other intellectual assessment instruments, as well as learn observation, interview, and psychological report writing skills.

**PSYCH 5423 Stanford-Binet IV: Woodcock-Johnson**

3 hours--Prereq.: Six hours of psychology or departmental approval. The major emphasis is to provide training and practice in the administration, scoring, interpretation and utilization of the following assessment instruments: Stanford-Binet Intelligence Scale (4th edition) and Woodcock-Johnson Psycho-Educational Battery. Experience is provided in the synthesis and communication of psychological information.

**PSYCH 5433 Diagnostic Assessment ■**

3 hours--Prereq.: 5403. This course is a survey of diagnostic techniques which deal with academic skills, sensory motor skills, adaptive skills, language development, and social and emotional development. Emphasis is placed on the rationale and functions of such diagnostic instruments which would help specialists in psychometry, reading, and counseling to evaluate those aspects of behavior not currently assessed by traditional testing procedures.

■ Denotes a Liberal Arts course.

**PSYCH 5443 Multicultural Consultation and Intervention**

3 hours--Prereq.: 5183 and EDPSY 5163. This course focuses on mental health, behavioral, and other models of consultation as applied in home, school, and community settings. Special emphasis is placed on multicultural issues and the cultural bases of behavior as an integral aspect of the consultation process. Students will learn efficient methods of data collection and how to incorporate and apply them effectively in decision-making throughout the consultation process.

**PSYCH 5473 Advanced Psychology of Childhood and Adolescence**

3 hours--Survey of literature from various fields to aid the student in understanding characteristics of childhood and adolescent growth and development. Emphasis is upon the development of skills in observing and interpreting the behavior of children and adolescents.

**PSYCH 5553 Practicum in Psychology**

3 hours--Prereq.: 5173, 5183, and EDPSY 5163. The student will spend a minimum of 150 clock hours in supervised practical experience in professionally appropriate counseling and psychological activities at a facility engaged in furnishing psychological, medical, rehabilitative, counseling, or other socially relevant human services to a client population. Students will develop and refine competencies in the application of psychological principles and skills in order to function effectively as providers of psychological services. May be repeated for a maximum of 9 hours with departmental approval.

**PSYCH 5691-6 Master's Thesis**

1 to 6 hours--Prereq.: Departmental approval. Empirical research on a topic primarily psychological in content, including the development of a research proposal, collection of data, and preparation and submission of an acceptable thesis. May be repeated for a maximum of 6 hours with departmental approval.

**PSYCH 5981-4 Seminar in Psychology (Subject named in title listing)**

1 to 4 hours--Prereq.: Departmental approval. Directed intensive study on selected problem or special topic.

**PSYCH 5991-4 Individual Study in Psychology (Subject named in title listing)**

1 to 4 hours--Prereq.: Graduate standing and twelve hours psychology. Directed intensive study on definite problem or special subject, based on approved outline or plan; conference, oral and written reports.

**PYSOC 2213 Social Psychology ■**

3 hours--Prereq.: PSYCH 1113 or SOC 1113. A study of the psychological aspect of behavior as these are modified in social interaction.

## Courses in Russian

**RUSS 1113 Elementary Russian I ■**

3 hours--(This course is designed for students who have had no previous study of the Russian language.) Students begin to develop the skills of listening, speaking, reading, and writing Russian. Students also learn interesting information about the culture of Russia.

**RUSS 1223 Elementary Russian II ■**

3 hours--Prereq.: 1113. Students continue to develop the skills which they began in the previous elementary Russian course.

**RUSS 2881-4 Special Studies in Russian (Subject named in title listing)**

1 to 4 hours--Prereq.: Departmental approval. Directed group study on special subject or problem.

**RUSS 4981-4 Seminar in Russian (Subject named in title listing)**

1 to 4 hours--Prereq.: Departmental approval. Directed group study on special subject or problem.

**RUSS 4991-4 Individual Study in Russian (Subject named in title listing)**

1 to 4 hours--Prereq.: Departmental approval. Directed individual study on special subject or problem. Open only to selected undergraduates.

### **Courses in Science Education** (See Courses in Education and Library Science)

### **Courses in Social Studies** (See Courses in History)

### **Courses in Social Work**

**SOWK 2273 Introduction to Social Work and Social Welfare**

3 hours--Prereq.: Sophomore standing. Coreq.: 2511. Provides students with an overview of social work as a profession, its historical development, and knowledge, value and skills for practice. Informed sensitivity to all aspects of human diversity is emphasized and the advocacy role of social workers with oppressed and devalued populations. History, development, and philosophy of the social welfare institution in U.S. society and the role of the profession is explored.

**SOWK 2511 Field Work Studies in Social Work**

1 hour--Prereq.: Sophomore standing. Coreq.: 2273. Field experience in a social services agency or organization, including those serving older adults. Emphasis is on use of self in the helping process and exploration of social work as a career.

**SOWK 3013 Social Work Practice I**

3 hours--Prereq.: 2273, 2511 and admission to the Social Work major. ONLY Social Work majors may be enrolled in this course. This first course in the social work practice curriculum sequence, emphasizes the preparation of students for competent strengths-oriented action with individuals, families, groups, organizations, and communities through use of professional knowledge, values and skills. A generalist practice framework, using a problem solving model approach is the context for the course. Students are introduced to relevant theoretical and conceptual frameworks for generalist practice and for work with diverse populations, including older adults.

**SOWK 3363 Social Work with Special Populations**

3 hours--Prereq.: 2273. This course is designed to help the student develop a perception of the knowledge and skills needed for working with special populations groups, such as elderly, poor, women, and minorities. The course will address such issues as social welfare, social services, social agency bureaucracies, sexism, ageism, and class discrimination.

**SOWK 3613 Social Welfare Policy and Services**

3 hours--Prereq.: 2273 and 2511. This course prepares students to understand how policy affects service delivery and how to actively engage in policy practice to advance and improve the quality of social services. Content includes the history and current structure of policies and services; the role of policy in service delivery; and the role of practice in policy development. Students analyze, propose, and formulate policies that advance social well-being. The advancement of human rights and social and economic justice provides a context for the course. (Offered Spring Only)

**SOWK 3833 Research Methods in Social Work**

3 hours--Prereq.: 2273 and 2511 or departmental approval. This course introduces students to systematic approaches to scientific thinking necessary for knowledge building and evaluating one's own practice and practice that informs research. Critical thinking and analysis skills are emphasized within the context of ethical scientific inquiry and practice. Students apply research to evaluation of practice and improvement of practice, policy, and social services delivery. (Offered Fall Only)

**SOWK 4113 The Indian Child Welfare Act ■**

3 hours--The Indian Child Welfare Act (ICWA) will be introduced to students with focus on understanding the Act, its historical context, and application in today's social welfare system. Development of knowledge and appreciation for Native American Indian culture in U.S. society and in Oklahoma will also be a course goal. This course will encourage student participation in a culturally diverse learning environment.

**SOWK 4423 Human Behavior and Social Environment II**

3 hours--Prereq.: 2273, 2511 and HURES 2083; Coreq.: 4494 if a Social Work Major. This is the second course in the Human Behavior and Social Environment curriculum sequence that builds on competencies from HURES 2083 and knowledge from the liberal arts. Emphasized is the range of social systems impacting on social functioning and well-being, as well as the dimensions of human diversity which may oppress, marginalize, and alienate people in their environment. Content focuses on how social workers respond to evolving organizational, community, and societal contexts at all levels of practice.

**SOWK 4494 Social Work Practice II**

4 hours--Prereq.: 2273, 2511, 3013, HURES 2103, HURES 3183, and admission to Social Work Major; Coreq.: 4423. ONLY Social Work majors may enroll in this course. The second course in the social work practice curriculum sequence, which prepares students for generalist practice within the context of the problem solving model approach. Emphasis is on preparing students for competent strengths-oriented practice using relevant knowledge, values, and skills to work with individuals, families, groups, organizations, and communities, which encompasses work with diverse persons, including older adults. Focus is on the interactive process of engagement, assessment, intervention, and evaluation.

**SOWK 4892 Integrative Seminar in Social Work**

2 hours--Prereq.: Departmental approval. Coreq.: SOWK 49412. This course, taken concurrently with the Social Work Internship, provides students the opportunity to reflect on the application of the theoretical and conceptual contribution of the classroom and field as preparation for generalist practice. The seminar is a forum for exchange of ideas and experiences relative to practice issues, professional development, the helping process, and social work values and ethics. The seminar is further defined by evaluation of student learning and competency building that has occurred across the social work curriculum in the classroom and field.

**SOWK 49412 Internship in Social Work**

12 hours--Prereq.: Departmental approval. Coreq.: 4892. The social work internship socializes students to perform in the role of practitioner. The theoretical and conceptual contribution of the classroom is connected to the practice setting, where interns demonstrate achievement of the program's generalist practice competencies and corresponding behaviors. This 448 hour internship is systematically designed and supervised through coordination of the program and practice setting.

**SOWK 4981-4 Seminar in Social Work (Subject named in title listing)**

1-4 hours--Prereq.: Departmental approval. Directed group study on special subject or problem area.



**SOWK 4991-4 Individual Study (Subject named in title listing)**

1-4 hours--Prereq.: Departmental approval. Directed individual study on special subject or problem. Open only to selected undergraduates.

## Courses in Sociology

**CJSOC 4313 Criminology ■**

3 hours--Prereq.: SOC 1113. The cause, prevention and treatment of crime.

**GESOC 4413 Demography ■**

3 hours--Prereq.: GEOG 1113 or SOC 1113. Study of the social processes related to differentials in fertility, mortality, and selective population movements.

**GESOC 4853 Comparative Cultures ■**

3 hours--Prereq.: One course each in sociology and geography. A comparison of the cultures, social organizations, behavior patterns, and geographical environments of selected societies. In this course the reciprocal relationship between man and his or her natural environment is stressed.

**PYSOC 2213 Social Psychology ■**

3 hours--Prereq.: SOC 1113 or PSYCH 1113. A study of the psychological aspects of behavior as these are modified in social interaction.

**SOC 1113 Introductory Sociology ■**

3 hours--A general survey of the field of sociology; the origin and development of social institutions; social processes.

**SOC 2113 Social Problems ■**

3 hours--Some of the more important current social problems such as poverty, delinquency, criminality, and migration; also a consideration of agencies for solution.

**SOC 2613 Gender and Society ■**

3 hours--Prereq.: 1113. An analysis of the genetic and cultural determinants of gender differences and the importance of gender in different societies.

**SOC 2713 Introduction to Cultural Anthropology ■**

3 hours--An examination of human cultural diversity.

**SOC 2723 Introduction to Physical Anthropology ■**

3 hours--An examination of the physical development of humankind, including a survey of primates, human evolution and human physical diversity.

**SOC 2813 Sociology of Religion ■**

3 hours--Prereq.: 1113. An examination of sociological theories of religion, religious diversity in American life, and the development of religious groups.

**SOC 2881-4 Special Studies in Sociology (Subject named in title listing)**

1 to 4 hours--Prereq.: Departmental approval. Directed group study on special subject or problem.

**SOC 2913 Sociology of Sport ■**

3 hours--Prereq.: 1113. The sociological study of sport, both in its cultural aspects and in its institutional aspects, is the subject of this course. The sociology of sport is an attempt to study the social roles and functions of sport; how sport affects society and how societies affect sport. Specifically, we study the development of modern sport, the relationship between culture and sport, the relationship between religion and sport, ■ Denotes a Liberal Arts course.

socialization into sport, deviance and sport, high school, college and professional sport, as well as the relationship between sport and race, gender, and social class.

**SOC 3113 Juvenile Delinquency ■**

3 hours--Prereq.: 1113 or 2113. Causes leading to delinquency; methods of control.

**SOC 3133 Majority/Minority Relations ■**

3 hours--Prereq.: 1113, and 2113 or 2713. A study of majority/minority group relationships concentrating on the dynamics and consequences of prejudice, discrimination, and related factors.

**SOC 3223 Japanese Society ■**

3 hours--Prereq.: 1113. This course looks at modern Japan. Cultural, economic, and social trends are examined. Modern Japan is viewed in the context of Japanese history.

**SOC 3313 Marriage and the Family ■**

3 hours--Prereq.: 1113. A history of the family as a social and educational institution; problems confronting the modern family.

**SOC 3413 Sociological Theory ■**

3 hours--Prereq.: 1113 and 2113. A study of classical and contemporary sociological theory.

**SOC 3523 Social Stratification ■**

3 hours--Prereq.: 1113. An analysis of basic social stratification systems in selected societies.

**SOC 3723 Human Sexuality**

3 hours--Prereq.: 1113. An examination of the physiology, development, social structuring, and cross-cultural diversity of human sexuality. An emphasis will be placed on the socialization of individuals to fit prescribed sexual roles and the consequences of such socialization.

**SOC 3833 Statistics for Social Sciences ■**

3 hours--Prereq.: 1113 or departmental approval. An introduction to statistical concepts and techniques which are used in sociology, psychology, education and social research.

**SOC 3923 Sociology of Utopian Thought ■**

3 hours--Prereq.: 1113. A survey of utopian thinking from Plato to the present. An emphasis is placed on the sociological consequences and feasibility of ideas for bettering society.

**SOC 4113 Ethnology of the North American Indian ■**

3 hours--An examination of the diversity of North American Indian cultures, past and present, by surveying archeology, ethnography, and contemporary cultural and political events.

**SOC 4323 Deviance and Social Control ■**

3 hours--Prereq.: 1113. Description, comparison, and analysis of theories and research on deviance and social control techniques.

**SOC 4523 Anthropology and Theater ■**

3 hours--Prereq.: 1113. An exploration of non-Western cultures through theater. This course emphasizes experiential learning as a method of acquiring empathetic understanding.

**SOC 4813 Methods and Techniques of Research ■**

3 hours--Prereq.: 1113 and 2113. Basic techniques and methods of investigation and presentation of data related to social research.



**SOC 4981-4 Seminar in Sociology (Subject named in title listing)**

1 to 4 hours--Prereq.: Departmental approval. Directed group study on special subject or problem.

**SOC 4991-4 Individual Study in Sociology (Subject named in title listing)**

1 to 4 hours--Prereq.: Departmental approval. Directed individual study on special subject or problem. Open only to selected undergraduates.

**SOC 5981-4 Seminar in Sociology (Subject named in title listing)**

1 to 4 hours--Prereq.: Departmental approval. Directed intensive study on selected problem or special topic.

**SOC 5991-4 Individual Study in Sociology (Subject named in title listing)**

1 to 4 hours--Prereq.: Graduate standing and sixteen hours social studies including eight hours sociology. Directed intensive study on definite problem or special subject, based on approved outline or plan; conferences, oral and written reports.

**SOSTU 4873 Methods in Secondary Social Studies**

3 hours--Prereq.: Twenty hours in history and EDUC 2012, 2211, 3001, 4632, EDPSY 3513 or departmental approval. This course will focus on the acquisition of professional skills, development of materials, and use of resources for secondary instruction in the social studies.

## Courses in Spanish

**SPAN 1113 Elementary Spanish I ■**

3 hours--Pronunciation, elements of grammar, easy reading, conversation.

**SPAN 1223 Elementary Spanish II ■**

3 hours--Prereq.: 1113 or proficiency demonstrated through Advanced Standing Exam. Continuation of 1113; fundamentals of grammar, reading of increased difficulty; conversation.

**SPAN 2113 Intermediate Spanish I ■**

3 hours--Prereq.: 1223 or, if approved, two years in high school Spanish. Extensive reading in Spanish together with conversation based on these readings; review of Spanish grammar.

**SPAN 2223 Intermediate Spanish II ■**

3 hours--Prereq.: 2113. Spanish reading; conversation based on readings.

**SPAN 3223 Spanish Literature Since 1800 ■**

3 hours--Prereq.: 2223 or departmental approval. Survey of Spanish literature from 1800 to the present time.

**SPAN 3233 Spanish Culture and Civilization ■**

3 hours--Prereq.: 2223 or departmental approval. This course explores the development of the culture and civilization of Spain. Conducted mostly in Spanish.

**SPAN 3243 Spanish American Culture and Civilization ■**

3 hours--Prereq.: 2223 or departmental approval. This course explores the development of the culture and civilization of Spanish America. Conducted mostly in Spanish.

**SPAN 3313 Spanish American Literature ■**

3 hours--Prereq.: 2223 or departmental approval. Readings of representative types of Spanish American literature from Spanish-speaking countries in the Americas. Conducted mostly in Spanish.

**SPAN 3333 Peninsular Spanish Literature ■**

3 hours--Prereq.: 2223 or departmental approval. Study of representative works by major Spanish authors. Conducted mostly in Spanish.

**SPAN 3343 The Hispanic Presence in the U.S. ■**

3 hours--Prereq.: 2223 or departmental approval. This course treats Hispanics in the U.S. and their contributions to American society and culture. Conducted mostly in Spanish.

**SPAN 3413 Advanced Spanish Composition and Conversation ■**

3 hours--Prereq.: 2223 or departmental approval. Largely conducted in Spanish, this course is designed to develop the student's ability to speak and write the language correctly.

**SPAN 3613 Conversational Spanish (Subject named in title listing) ■**

3 hours--Prereq.: 2223 or departmental approval. Directed study in special topics. May be repeated with different topic. Conducted mostly in Spanish.

**SPAN 4123 Advanced Spanish Grammar ■**

3 hours--Prereq.: 2223 or departmental approval. Study of specific grammatical structures, with special focus on the subjunctive. Conducted mostly in Spanish.

**SPAN 4133 Advanced Spanish Composition ■**

3 hours--Prereq.: 3413 or departmental approval. This course focuses on writing effectively in Spanish with sensitivity to subject, purpose, and audience. Conducted mostly in Spanish.

**SPAN 4143 Advanced Spanish Conversation ■**

3 hours--Prereq.: 3413 or departmental approval. This course focuses on improving student ability to converse fluently in Spanish for various purposes and on a variety of topics. Conducted mostly in Spanish.

**SPAN 4313 Spanish Civilization ■**

3 hours--Prereq.: 2223 or departmental approval. This course involves travel and field study of Hispanic culture in study centers in Spain and/or Spanish America.

**SPAN 4413 Methods of Teaching Spanish (taught in English)**

3 hours--Prereq.: 2223 or departmental approval. Students study and practice current methodologies and strategies for teaching Spanish in grades K-12.

**SPAN 4513 The Spanish Language: Historical Development and Linguistics ■**

3 hours--Prereq.: 2223 or departmental approval. This course examines the origins and historical development of the Spanish language as well as linguistic variations of Spanish in the different countries of the Spanish speaking world. Conducted mostly in Spanish.

**SPAN 4981-4 Seminar in Spanish (Subject named in title listing) ■**

1 to 4 hours--Prereq.: Departmental approval. Directed group study on specified subject. May be repeated with different subject. Conducted mostly in Spanish.

**SPAN 4991-4 Individual Study in Spanish (Subject named in title listing) ■**

1 to 4 hours--Prereq.: Departmental approval. Directed individual study on a specified subject. May be repeated with different subject. Conducted mostly in Spanish.

**SPAN 5981-4 Seminar in Spanish (Subject named in title listing) ■**  
1 to 4 hours--Prereq.: Departmental approval. Directed intensive study on selected problem or special topic.

**SPAN 5991-4 Individual Study in Spanish (Subject named in title listing) ■**

1 to 4 hours--Prereq.: Graduate standing, twelve hours Spanish, and departmental approval. Directed intensive study on definite problem or special subject, based on approved outline or plan; conferences, oral and written reports.

## Courses in University Studies

**UNIV 1001 Freshman Seminar ■**

1 hour--Freshman orientation course introduces beginning students to university academic life, rules and regulations, and to study and survival skills.

**UNIV 1201 President's Leadership Class ■**

1 hour--Prereq: Selected as PLC Scholar. The President's Leadership one hour seminar class provides students with an opportunity to: explore the unique experiences that have shaped their view of self in the context of leadership; expand their understanding of key leadership concepts, theories and models; and, gain an understanding of their civic responsibility as leaders.

**UNIV 3001 General Education Seminar ■**

1 hour--Prereq.: Must have earned a minimum of 45 hours. This course provides students an opportunity to demonstrate mastery of General Education Student Learning Outcomes.

**UNIV 3113 Interdisciplinary Studies ■**

3 hours--An introduction to the theory and practice of interdisciplinary study and adult learning theory, with emphasis on the student's academic and career goals.

**UNIV 3123 Professional Field Experience I ■**

3 hours--This course is an introduction to the student's academic and/or career goal area and will provide the student with a practical learning experience. The course may include an internship or practicum, or an independent learning project which encompasses work projects or learning outside the student's current work assignment.

**UNIV 3340 National Student Exchange: Plan A**

0 hours--Prereq.: Must be accepted and placed in the National Student Exchange program. East Central University student participating in exchange study at another college or university. Plan A - paying host institution. No credit course.

**UNIV 3445 National Student Exchange: Plan B**

5 hours--Prereq.: Must be accepted and placed in the National Student Exchange program. East Central University student participating in exchange study at another college or university. Plan B - paying East Central University 15 hours. Can be repeated up to 30 hours.

**UNIV 3540 International Exchange Study I ■**

0 hours--Prereq.: Must be accepted and placed in an approved Student Exchange program. East Central University student participating in exchange study at an international college or university. The student is paying the host institution's tuition and fees. No credit course.

**UNIV 3645 International Exchange Study II ■**

5 hours--Prereq.: Must be accepted and placed in an approved international Student Exchange program. East Central University

■ Denotes a Liberal Arts course.

student participating in exchange study at another college or university. The student pays East Central University tuition and fees for 15 hours. Can be repeated up to 30 hours.

**UNIV 4123 Professional Field Experience II ■**

3 hours--Prereq.: 3123 and admission to the Bachelor of General Studies program. Advanced study in the student's academic and/or career goal area providing the student with a practical learning experience. This course may include an internship or practicum, or an independent learning project that encompasses work projects or learning outside the student's current work assignment.

**UNIV 4723 General Studies Senior Project ■**

3 hours--The capstone course for the General Studies major. The student will complete an interdisciplinary study project integrating his or her course work and professional field experience with his or her professional and/or occupational interests.

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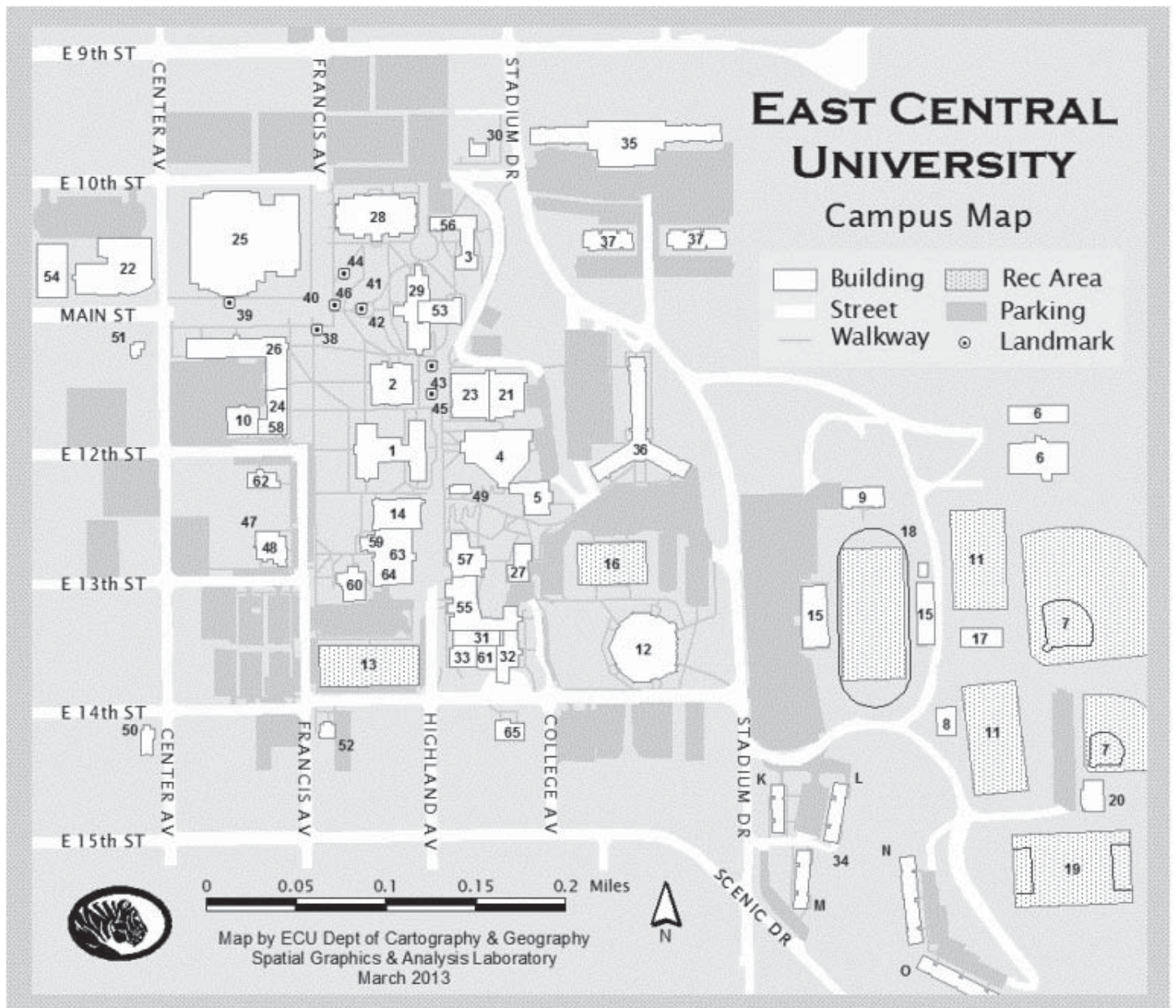
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**MAP KEY****ADMINISTRATION BUILDINGS**

- 1 ADMINISTRATION
- 2 DANLEY HALL
- 3 FENTEM HALL/CONTINUING EDUCATION
- 4 LINSCHIED LIBRARY
- 5 LINSCHIED LIBRARY ANNEX
- 6 PHYSICAL PLANT

**ATHLETIC FACILITIES**

- 7 BASEBALL & SOFTBALL FIELDS
- 8 BASEBALL LOCKER ROOM
- 9 ELVAN GEORGE ATHLETIC BLDG
- 10 FAUST HALL GYM
- 11 INTRAMURAL/PRACTICE FIELDS
- 12 KERR ACTIVITY CENTER
- 13 MAYHUE TENNIS COURTS
- 14 McBRIDE GYM
- 15 NORRIS STADIUM
- 16 OSCAR PARKER TENNIS COURTS
- 17 PAT O'NEAL STRENGTH & CONDITIONING CENTER
- 18 PHILPOT TRACK
- 19 SOCCER FIELD
- 20 SOCCER-SOFTBALL LOCKER ROOM

**CLASSROOM BUILDINGS**

- 21 ART ANNEX
- 22 CHICKASAW BUSINESS & CONFERENCE CENTER
- 23 EDUCATION
- 24 FAUST HALL
- 25 HALLIE BROWN FORD FINE ARTS CENTER
- 26 HORACE MANN
- 27 KINESIOLOGY
- 28 PHYSICAL/ENVIRONMENTAL SCIENCE CENTER
- 29 SCIENCE HALL

**EMERGENCY**

- 22 CAMPUS POLICE DEPT
- 31 UNIVERSITY NURSE/ COUNSELING

**HOUSING**

- 32 BRILES HALL
- 33 KNIGHT HALL
- 34 MARRIED STUDENT HOUSING
- K UNIT
- L UNIT
- M UNIT
- N UNIT
- O UNIT
- 35 PESAGI HALL
- 36 PONTOTOC HALL
- 37 TIGER COMMONS

**LANDMARKS**

- 38 CALLIXYLON TREE
- 39 CENTENNIAL FOUNTAIN
- 40 CENTENNIAL PLAZA
- 41 CRABTREE HONOR PLAZA
- 42 ECU TIGER & FOUNTAIN
- 43 E.W. JAMES PLAZA
- 44 POGUE GAZEBO
- 45 TIME CAPSULE
- 46 WORLD WAR I MEMORIAL

**STUDENT & OTHER FACILITIES**

- 47 BANNER BAPTIST ASSOCIATION
- 48 BAPTIST STUDENT UNION
- 49 BOSWELL CHAPEL
- 50 CHURCH OF CHRIST CENTER
- 51 COMMUNICATION FEDERAL CREDIT UNION
- 52 DHS VOCATIONAL REHAB
- 53 DOROTHY I. SUMMERS AUD
- 54 ECU ART INCUBATOR
- 55 ECU BOOKSTORE
- 56 ECU CHILD DEVELOPMENT CENTER
- 57 ECU STUDENT UNION
- 58 FAUST HALL AUDITORIUM
- 59 RAYMOND ESTEP AUDITORIUM
- 60 STERLING L. WILLIAMS ALUMNI AND FOUNDATION CENTER
- 61 TAFF CAFETERIA
- 62 UNITED CAMPUS MINISTRIES
- 63 BILL S. COLE UNIVERSITY CTR
- 64 WELLNESS CENTER
- 65 Z-TREE