



**WILLIAM WOODS**  
UNIVERSITY



**WILLIAM WOODS UNIVERSITY**  
**ACADEMIC CATALOG**  
**2018 - 2019**

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## Mission and Vision

### Mission

An independent voice in higher education, William Woods University distinguishes itself as a student-centered and professions-oriented university committed to the values of ethics, self-liberation, and lifelong education of students in the world community.

### Beliefs

Responsiveness to student needs is paramount for success for both the students we serve and the institution's viability.

- An academic environment demonstrates and promotes creative, intellectual inquiry.
- Positive relationships among students, faculty, and staff enhance the learning experience.
- Education is inclusive and student-centered.
- The institution has a responsibility to demonstrate and promote ethical behavior.
- Total development of the individual prepares the individual for a constantly changing world.
- The culture of our university and communities is conducive to the positive development of relationships among students, faculty, and staff.
- A quality educational environment directly impacts outstanding student achievement.

### Recognition

William Woods University enjoys the best of both worlds when it comes to reputation - attracting students, faculty and partners nationally for signature programs, while making a significant impact locally and statewide in fields such as business and education.

### History: Roots of Compassion, Future of Growth

#### Our Beginnings

Our educational mission began more than 140 years ago in the aftermath of the Civil War in the year 1870. The Christian Church of Missouri, as a work of compassion, founded a school for girls who had been orphaned by the conflict. The Female Orphan School of the Christian Church of Missouri, as it was called, eventually moved to Fulton, our present home, and grew to include other young women in addition to war orphans.

Finances were always a challenge for this labor of love. In 1900, the school was saved from insolvency by a successful Missouri entrepreneur named Dr. William Stone Woods. Together with his wife, Dr. Woods wrote a check that redeemed the school's entire debt. In gratitude, the University has borne his name ever since.

#### Deeply Held Values

We became a college officially in 1914. Our focus for the next fifty years was on training teachers, a profession built on compassion and the personal commitment to help others grow - values that we have held onto since the beginning. You can still see these values, stronger than ever, at work among faculty and students today. Our Education graduates continue to be outstanding teachers and leaders in the Missouri school system and beyond.

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As we grew, we broadened our focus to encompass more of the liberal arts and other elements of higher education. Highlights along the way include the growth of an internationally recognized equestrian program, which offered the nation's first baccalaureate in equestrian science in 1972. We entered intercollegiate sports in 1974, with teams in basketball, softball, track, tennis and swimming.

### From College to University

1990 marked a significant milestone: the election of our first female president, Dr. Jahnae H. Barnett. Dr. Barnett's charter was to secure a 21st-century future for William Woods.

Within two years we began offering a wide variety of graduate-level degree programs, geared toward the working adult. We went coed. And we changed the name from William Woods College to William Woods University. With generous support from alumni, foundations and other benefactors, our campus, our programs, and our student body began to look like the William Woods University of today.

### Accreditation

The country's most established colleges and universities routinely open their doors to peers for an accreditation process - a way of ensuring that students and families receive a quality return on their educational investment.

#### Higher Learning Commission

William Woods University is accredited by the Higher Learning Commission (HLC) of the North Central Association, which is one of the six regional institutional accreditors in the United States:

Higher Learning Association, a Commission of the North Central Association  
230 South LaSalle Street,  
Suite 7-500 Chicago, IL 60604-1411 Tel: 800.621.7440 [www.hlcommission.org](http://www.hlcommission.org)

#### Accreditation Council for Business Schools and Programs

The Accreditation Council for Business Schools and Programs (ACBSP) Baccalaureate/Graduate Degree Board of Commissioners awarded William Woods University, in Fulton, Missouri accreditation of its business programs and separate accreditation of its accounting program. ACBSP accreditation certifies that the teaching and learning processes within the undergraduate and graduate accounting and business programs offered at William Woods University meet the rigorous educational standards established by ACBSP.

Accreditation Council for Business Schools and Programs (ACBSP) 11520 West 119th Street Overland Park, KS 66213 Tel: 913.339.9356 [www.acbsp.org](http://www.acbsp.org)

For more information regarding our accreditation please contact:

Michael W. Westerfield, Ph.D. Executive Vice President of Institutional Effectiveness and Director of Accreditation Processes [Michael.Westerfield@WilliamWoods.edu](mailto:Michael.Westerfield@WilliamWoods.edu) 573.592.4383 or 1.800.995.3159 ext.4383 William Woods University One University Avenue Fulton, MO 65251

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### Additional external accreditations/certifications

- Commission on Accreditation of Athletic Training Education (The program has been placed on probation as of February 19, 2016 by the CAATE, 6850 Austin Center Blvd, Suite 100, Austin, TX 78731-3101)
- Council on Social Work Education
- Missouri State Department of Elementary and Secondary Education
- Council for the Accreditation of Educator Preparation

### Memberships

- American Association for Paralegal Educators
- American Association of Collegiate Registrars and Admissions Officers
- American Bar Association
- American Notary Association
- Baccalaureate Program Director's Association
- Campus Compact
- College Entrance Examination Board
- Commission for Accelerated Programs
- Council for Advancement and Support of Education
- Council of Independent Colleges
- Council on Social Work Education
- Independent Colleges and Universities of Missouri
- Mid-Missouri Associated Colleges and Universities
- Midwest College Placement Association
- Missouri Association of Financial Aid Personnel
- Missouri Colleges Fund, Incorporated
- Missouri Consortium of Social Work Education Programs
- Missouri Professors of Educational Administration
- Missouri School Counselors Association
- Missouri Society of Certified Public Accountants
- National Association of College Admissions Counselors

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- National Association of College and University Business Officers
- Tuition Exchange, Inc.

### Cost of Attendance and Fees

Undergraduate:

[https://www.williamwoods.edu/admissions/undergraduate/tuition\\_fees.html](https://www.williamwoods.edu/admissions/undergraduate/tuition_fees.html)

Graduate:

[http://www.williamwoods.edu/admissions/graduate/tuition\\_and\\_fees.html](http://www.williamwoods.edu/admissions/graduate/tuition_and_fees.html)

## Academic Policies

### Academic Honors

An Academic Awards Convocation to recognize the outstanding academic achievements of students and faculty is held each spring. A variety of student academic awards is presented during this celebration. The Faculty Award is presented to the graduate magna cum laude or summa cum laude who, in the estimation of the faculty of the University, has evidenced exemplary devotion and commitment to the life of the mind. Faculties of the various disciplines may, but are not obligated to, designate one graduating senior as a Distinguished Scholar. While eligibility requires a minimum cumulative grade point average of 3.40, the faculty may consider other relevant academic factors and variables in the selection process.

The Dean's List is used for special recognition of students whose records of scholastic achievement are exceptional. To qualify for the Dean's List, students must be enrolled full time and earn a minimum of 3.60 semester and cumulative GPAs. The Dean's List is prepared at the end of the fall and spring semesters and students are recognized at the Honors Convocation each spring. ;

Baccalaureate honors are awarded after each commencement to baccalaureate students who meet the following criteria:

- 1) student has completed 60 hours of coursework at William Woods University,
- 2) Student has earned a cumulative GPA of 3.60 or above.
  - a. Students whose cumulative GPA is 3.60 - 3.74 qualify for Cum Laude
  - b. Students whose cumulative GPA is 3.75 - 3.89 qualify for Magna Cum Laude
  - c. Students whose cumulative GPA is 3.90 or above qualify for Summa Cum Laude.

Graduation honors are printed on transcripts and are shown by a special seal affixed to the diploma.

### Academic Advising

The Director of Academic Advisement is a central source of information in all areas of academic programs and policies. The academic ; is available to meet with students who desire assistance in selecting a major or minor. ; Students undecided about a major or minor can receive help in selecting courses and exploring multiple programs of study. All new students are assigned a faculty advisor when they begin their academic coursework. Each faculty advisor assists students in setting goals, making knowledgeable career decisions, selecting a class schedule, and interpreting academic policy. Each student is advised according to University, divisional, and departmental requirements. The student's academic achievements and professional interests are also considered. The ultimate responsibility for complying with University regulations and for meeting degree requirements rests with the student.

#### Advising First Semester Undergraduate Students

All first semester freshmen are required to take WWU 101 Connections. The only exception are Honors students who enroll in WWU 102 in place of WWU 101, or students who are 23 or older when they enter the university. This course is designed to help students be academically successful, make connections with peers, staff and faculty, and develop life skills necessary for transition into the university experience. Topics relevant to academic success such as time management, test taking, and using the University catalog will be covered. Students may request to be reassigned to a faculty advisor

in the academic division of their major following their first semester. These changes of advisors are processed by the Director of Academic Advisement.

### Academic Dismissal

Academic Dismissal is an action initiated by the Vice President of Academic Affairs, which revokes eligibility for continued enrollment in courses or programs conducted under the auspices of the University. Students who have been subjected to Academic Dismissal must apply for readmission to the University. Readmission is infrequently allowed in instances involving Academic Dismissal.

### Academic Expectations

Students entering William Woods University should be prepared for a considerable amount of work outside the classroom. These requirements differ from class to class from discipline to discipline, but most instructors expect two hours of out-of-class work for each course credit hour. All instructors expect their students to be prepared for class.

### Academic Grievance

Students should be protected from prejudice and capriciousness in matters of academic policy and practice. They are entitled to a reasonable explanation of their performance in relation to the standards of a program or a course. Initial inquiries in academic matters should be directed to the course instructor. Appeals should be addressed to the appropriate School Director or Program Manager. If the inquiry with the instructor and the appeal is not satisfactory, the student may file a formal grievance according to the guidelines listed under Grade Appeal.

### Academic Honor Code

William Woods University strives to protect its academic programs by ensuring honesty and integrity by all students in their academic pursuits. Students seeking a quality education are called to act in an academically honorable manner. To do so compels them to engage in certain behaviors and reject others. Being honorable involves behaving ethically and making moral choices consistent with an individual's conscience. William Woods University depends on the personal integrity of each member of our community to help create and foster an environment that celebrates and embraces acting for the greater good of society. Students' work and conduct should reflect their decision to act honorably. When students engage in academically dishonest or dishonorable behavior, they diminish the quality of the education they receive, distort the results of assignments, and negatively affect the reputation of their classmates and the University as a whole. When students are found to have engaged in an academically dishonest or dishonorable manner by a faculty member, fellow student, or staff member, they will face repercussions. All instances of academically dishonest behavior will be dealt with per the Academic Integrity Policy and recorded by the University in the student's record. To this end, it is incumbent on each student to act in an honorable manner about his or her education at William Woods University. ;

### Academic Integrity/Honesty

William Woods University, founded on the principle of honesty, has long endeavored to maintain an atmosphere of academic integrity. In all academic work, it is important that the ideas and contributions of others be appropriately acknowledged, and that work that is presented as original is, in fact, original. ; Ensuring the honesty and fairness of the intellectual environment at William Woods University is a responsibility shared by the entire campus community. Students are expected to adhere to the highest

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standards of honesty in their behavior. The following are examples of dishonest behavior and violations of the principle of academic integrity. These are examples and do not exhaust all conduct that could constitute violations of this academic integrity policy. Students are expected to refrain from:

1. Plagiarism. You commit plagiarism by taking someone else's ideas, works, or other types of work product and presenting them as your own. You can avoid plagiarism by using proper methods of documentation and acknowledgement.
2. Self-Plagiarism. You commit self-plagiarism by submitting the same work for more than one assignment or course without explicitly obtaining permission from all instructors. You also commit self-plagiarism by taking your own ideas, works, or other types of work products previously presented without including proper methods of documentation and acknowledgement.
3. Cheating. You must not receive or provide any unauthorized assistance during an examination. During an examination, you may use only materials authorized by the instructor. Cheating also includes attempting to gain an unfair advantage concerning academic work, including but not limited to:
  - a. Unauthorized use of material, equipment and technology such as a calculator, advanced calculator, cellular/mobile phone or other electronic device, tablet, lap-top or the like.
  - b. Unauthorized removal of material from a University room or service area or defacing such material.
  - c. Leaving the test area/room without permission from the instructor or proctor.
4. Collaboration. Engaging in any academic work that is the product of joint effort, either inside or outside the classroom, not authorized by the instructor.
5. Fabrication. You commit fabrication when you present as fact, those things that are untrue, intentionally false or are fabricated with no supporting information or data. It is dishonest to fabricate or falsify data in laboratory experiments, research papers, reports, or other circumstances; fabricate source material in a bibliography or "Works Cited"/"References" list; or provide false information on a résumé or other document in connection with academic efforts.
6. Engaging in other forms of deceit or dishonesty. Do not request, or have others request on your behalf, any academic benefit, including an extension of time, a better grade, or a recommendation from an instructor when the request is based on false information or deception.
7. Do not engage in any other form of academic misconduct not covered here. If you are ever in doubt, ask your instructor for guidance. Owing to the diversity of programs across the University, faculty retain the latitude to make their own determinations as to the severity of any act of academic dishonesty they may encounter.

### Faculty Responsibility

Faculty are required to report incidents of student academic dishonesty so that the incident may be handled in a consistent, fair manner, and so that substantiated charges of misconduct may be noted in the student's record. Faculty procedures for filing a complaint based on a violation of the Academic Integrity Policy



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1. When a faculty member suspects that a violation of the Academic Integrity Policy has occurred, they should gather all relevant documentation required to substantiate the incident. Such documentation may include:
  - a. Original document such as the term paper, homework assignment, exam, etc. where the alleged violation of the Academic Integrity Policy occurred.
  - b. Copies of notes, cheat sheets, similar papers, Turnitin reports, web sources or any other available sources that substantiate incidents in violation of the Academic Integrity Policy.
  - c. First-hand observation. If the faculty member observes an act in violation of the Academic Integrity Policy, they should prepare a letter of record describing the action they observed, when they observed the action and where the action was observed.
  - d. Admission of a violation. If a faculty member receives an admission from a student, they should prepare a record of the conversation.
2. The faculty member, in case of an appeal or board hearing, should maintain all documentation pertaining to the incident to include a timeline of events.
3. The faculty member should inform the student that a violation of this policy has occurred, what that violation is and what action the faculty member will take.
4. The sanction for violation of the Academic Integrity Policy shall be determined by the severity of the violation. The faculty member has the discretion to determine the following sanctions:
  - a. For a first occurrence in violation of this policy, a faculty member may:
    - i. Provide a written or verbal warning to the student.
    - ii. Require the student to re-do the assignment.
    - iii. Provide reduced credit for the assignment.
    - iv. Provide a failing grade for the assignment.
    - v. Other such remedy as deemed appropriate by the faculty member.
  - b. For a first occurrence that is considered severe or a second occurrence in violation of this policy, a faculty member will provide a failing grade for the course.
5. Regardless of the action taken by a faculty member, they are required to complete and submit an Academic Integrity Violation Form, available through OwlNet, which describes the incident and actions taken.
6. If an allegation is determined to be valid, a copy of that determination shall be retained with the student's official academic records. If a suspension or expulsion occurs, that shall be recorded on the student's transcript.
7. If an allegation is determined to be valid, sponsors of student organizations, coaches of athletic teams and committees who manage honors scholarships and performance awards will be notified so they can determine any internal sanction based upon their organizational guidelines.

### Student / Staff Responsibility

If a student or member of the University staff observes others violating this policy, he/she is strongly encouraged to report the misconduct for further investigation. Student and staff procedures for filing a complaint based on a violation of the Academic Integrity Policy Any member of the University community may file a complaint alleging a violation of the Academic Integrity Policy.

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1. Any complaint will be in writing and will provide sufficient information for a review of the alleged violation.
2. The written complaint will be submitted to the School Director, Academic Dean or their appointed designee within ten (10) calendar days of the discovery of the alleged violation of the Academic Integrity Policy.
3. If submitted directly to the Academic Dean, the Academic Dean will forward the complaint to the appropriate School Director or appointed designee for review.
4. The School Director or their appointed designee will review the allegation and if it appears credible, they will inform the accused student and the related faculty member that further investigation is warranted.
5. The School Director or their appointed designee will promptly investigate the allegations.

If the allegations are considered valid, the School Director or appointed designee will recommend that the Academic Dean refer the incident to the Student Academic Honesty Board or the Academic Honesty Board for final disposition.

### Academic Progress - Undergraduate Students

Faculty will provide periodic feedback concerning academic progress through coursework, assignments, and examinations. Students are expected to monitor their progress in each course by noting their performance on assignments and examinations. Students are encouraged to discuss their progress in each course with their instructors and their academic advisors, particularly when deficiencies are apparent. The University has established the Care and Action for students team (CARE) as a method to intervene and help support students facing challenges in making successful academic progress. Students are responsible for informing parents or guardians about their academic progress. The official procedure to notify students of academic progress is the semester grade report. If a student fails to make adequate academic progress, the Academic Success Coordinator may assign them a CARE advisor to monitor academic progress.

### Adaptation of Regulations to Varying Formats

University degree programs employ a variety of instructional delivery systems, formats, and schedules. These variations, commonly described as non-traditional delivery formats, are attributable to the University's commitment to maintaining programs, which effectively accommodate students whose life, and professional circumstances preclude participation in a traditional format.

When maintaining non-traditional delivery formats intended to serve non-traditional students, the University maintains a rigorous proactive commitment to ensuring that its undergraduate programs are conducted, without regard to delivery format or student circumstances, in a manner thoroughly consistent with standards commonly acknowledged within the American higher education community as appropriate or mandatory for undergraduate and graduate education.

The regulations stated herein are broadly stated, but are applicable to all students of the University without regard to the specific delivery format employed by the program in which they are enrolled. Questions, which arise regarding the applicability of specific regulations to specific delivery formats and programs, may be addressed to the Academic Dean or Director. The Dean/Directors are charged with responsibility for interpreting regulations to enable their consistent application in all programs conducted under the auspices of the University

### Alcohol and Drug Policies and Programs

In support of the educational mission of William Woods University, alcohol and drug policies and programs have been put in place to create a safe environment that supports the academic and social success of all students. For more information, students are advised to review the information at this link: [https://www.williamwoods.edu/student\\_life/undergraduate\\_student\\_experience/campus\\_safety/Alcohol%20and%20Drug%20Policies%20and%20Programs.pdf](https://www.williamwoods.edu/student_life/undergraduate_student_experience/campus_safety/Alcohol%20and%20Drug%20Policies%20and%20Programs.pdf)

### Applicability of Degree Requirements

The degree and continuation requirements in effect at the time of declaration remain in effect as long as the student maintains sustained (uninterrupted) enrollment. (see policy for Student Enrollment) ; if study is interrupted for any reason, including academic suspension, the student when resuming study may be subject to any or all of the new requirements instituted since initial enrollment. The Academic Dean determines the applicability of new requirements at the time the student resumes study.

### Application for Graduation

Students are required to apply for graduation during the fall or spring registration period before their LAST semester of coursework. This application will prompt the registrar to review the graduation worksheet for missing requirements as well as check for overall hours and GPA. From this review, if students are determined to be “short” in hours or program requirements, they have time to adjust their final course schedule during the add/drop period. Students who fail to apply for graduation cannot expect a program audit, inclusion in the commencement program, or participation in graduation ceremony.

Cohort Candidates will be reviewed the semester prior to the final semester on the cohort calendar. Students who will not be completing the program as scheduled on the cohort calendar will need to submit an application for graduation.

Students who apply for graduation and who complete all degree requirements will be contacted regarding diplomas, academic regalia, and commencement. The graduation fee is added to the student's accounts receivable statement approximately one month prior to conferral date. Diplomas and official transcripts will not be released until this fee is paid.

Diplomas will be ordered with the information confirmed by the student. Should the student wish to have a name changed after the diplomas have been ordered, it will be at the expense of the student.

### Application for Readmission

Any student who has withdrawn, departed without withdrawal, or have been subjected to academic dismissal may submit an application for readmission. Readmission may be permitted, but the conditions of readmission may vary appreciably depending upon the manner in which the student left the institution.

Successful applicants for readmission who were on academic probation when they withdrew will be re-admitted on probation. This will be a conditional acceptance.

Students who are readmitted will follow all academic requirements in effect at the time of readmission.

### Assessment of Prior Learning

The University recognizes that knowledge may be systematically acquired in a variety of ways that do not involve or entail a formal classroom or instructional setting. The University also acknowledges that knowledge so acquired may relate directly or specifically to curriculum and degree requirements.

The award of prior learning hours earned through the petition process may not exceed 36 credit hours for a baccalaureate, 15 credit hours for an associate degree, or 9 hours for a graduate degree.

Credit for prior learning may be acknowledged in instances in which a substantive relationship can be documented between knowledge gained experientially and the various realms of instruction represented in the curriculum of the University.

### Attendance Policy

#### Traditional Seated Classroom Courses

Programs of instruction at William Woods University require regular attendance and active student participation in classes, laboratories, and applied instruction. In support of this, all classes will have an attendance policy, as described by the faculty member in the course syllabus.

Students attending University-sanctioned events are not to be counted as unexcused; however, students are expected to notify instructors in advance and make up all work within the time period specified by the instructor. For all absences, it is the student's responsibility to meet with the instructor and make up any work missed.

#### Online Courses

The online model of instruction requires active student participation for successful completion of the course/program. All work will be due on the original due date (unless prior arrangements have been made with the facilitator) along with any make-up assignments given by the facilitator.

Students who do not communicate with instructors via class discussions, chat rooms, or emails for one week during the course will be required to complete make-up work as assigned by the instructor. Student course grades will be reduced by one letter grade for each subsequent week they do not participate.

### Auditing

Auditing a class may occur only in special circumstances. Studio classes, laboratory courses, field experiences and internships, clinicals, riding classes, practicums, activity courses, and graduate level courses may not be audited. The availability of space is established on the last day on which add/drop decisions may be made by regular students of the University (typically five days from the start of instruction). Students who wish to audit a class should complete a non-degree seeking application. Application should be made through the Office of Enrollment Services. The tuition for auditing a class is \$50 per credit hour. Any special course fees are also applicable. Students may audit only one class per semester and may not change their auditing status after the class has started. Students who wish to audit a class may register on a space-available basis and are subject to registration policies and deadlines for add/drop, etc.

### Books and Instructional Materials

Students are responsible for obtaining correct books and materials for each course as listed in the course syllabus before the first class meeting. Book information is available through eCampus and published simultaneous with the course schedule. Information regarding ordering books from eCampus is provided to students when commencing their programs of study. However, students are not obligated to use eCampus as a book source and may, if they choose, obtain their books from another provider.

### Changes in Policies, Procedures, and Programs

The policies, procedures, and programs in the current University Catalog supersede the previous policies, procedures and programs. The University retains the right to change policies, procedures, and programs, without prior notification and to promulgate such changes in its most current University Catalog.

Changes are effective as of the date of publication unless another effective date is specified at the time of publication such changes are immediately applicable to all students of the University admitted subsequent to the date of publication and immediately to all other students if the change is a clarification, elaboration, restatement, or issuance of an existing regulation or policy of the University.

### Clinical Experiences

Students will be admitted to clinical experiences at the discretion of individual programs and schools. Schools may require students to comply with all academic and professional conduct requirements as determined by the program of study. Clinical experiences, whether or not required for completion of a degree program, are a privilege, not a right.

Each school, which provides for a clinical experience shall have the authority to deny or terminate a student's participation in the clinical experience for failure to maintain or achieve the academic requirements, and/or failure to adhere to the required professional conduct.

### Conduct

The University is a community of scholars in which the ideals of freedom of inquiry and freedom of the individual are sustained. However, the exercise and preservation of these freedoms requires respect for the right of all in the community to enjoy them to the same extent. It is clear that in a community of learning, willful disruption of the educational process, destruction of property, and interference with the orderly process of the University or with the rights of other members of the University cannot be tolerated. Students enrolling in the University assume an obligation to conduct themselves in a manner compatible with the University's function as an educational institution.

Conduct for which students are subject to sanctions falls into the following categories:

Obstruction or disruption of teaching disruption to the educational, administrative, and other activities of the University, including its public service functions on or off campus.

Physical abuse or other conduct, which threatens or endangers the health or safety of any person.

Disruptive or disorderly conduct or lewd, indecent, or obscene conduct.

Failure to comply with directions of University officials acting in the performance of their duties.

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Harassment and abuse, directed toward individuals or groups, which may include at least the following forms: the use or threat of physical violence, coercion, intimidation, and verbal harassment and abuse.

The jurisdiction of William Woods University shall be limited to conduct that occurs on the William Woods University premises or at University-sponsored or University-supervised functions. However, nothing restrains the administration of William Woods University from taking appropriate action, including but not limited to the imposition of sanctions against students, faculty, staff, and visitors. Students are responsible not only for their conduct, but also for the conduct of any guest, they bring on campus.

### Correspondence Course

Correspondence courses are not available through the Mid-Missouri Associated Colleges and Universities exchange. Correspondence courses fall under the guidelines of transfer credit.

### Course Level

Undergraduate courses at William Woods University are assigned a number from 020 to 499. Graduate courses are assigned a number from 500 to 799. These numbers correspond to the materials and activities in the course, as well as how much subject matter knowledge students are expected to have. Below is a broad overview of the expectations related to different course numbers.

#### Undergraduate Courses

##### 020-099

To develop students' skill levels in areas such as English composition, math and information literacy in order to achieve success at the college level. ; Courses at this level apply toward full time status and GPA but do not apply toward the minimum number of hours needed for graduation.

##### 100-199

Courses introduce students to either a broad aspect or fundamental skill set in the discipline. Students will work to recall elements and details of content, including identification and illustration of important concepts.

#### Expectations

1. Students can proceed at a reasonable pace without encountering basic difficulties or comprehension
2. Students can complete assignments involving reading and comprehending a specified amount of material, or preparing organized papers

##### 200-299

Courses that explore specific facets of a discipline. Evolving communication and critical thinking skills are used to distinguish central concepts and identify patterns within the subject matter.

#### Expectations:

1. Students are acquainted with the basic language, terminology, or methodology of the subject itself

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2. Students are, in that subject, at a stage of understanding where they can progress towards some significant conclusions, experiments, or explorations.

3. Students will accomplish a substantial amount of work, for example: study a number of books or work through a comprehensive textbook, write a number of papers, or demonstrate an in-depth knowledge of the material covered.

300-399

Courses that involve the synthesis and application of knowledge in the discipline through making critical distinctions, investigations and critiques.

Expectations:

1. Students will have completed necessary 100-200 level course work
2. Students have the ability to do research, or to obtain relevant information in the field
3. Students are fluent in the language of the field so as to read and assimilate relevant information
4. Students are able to combine the results of the research, or the reading, into cohesive (and possibly original) statements
5. Students are able to produce some substantial work, such as a paper, or a creative or experimental project,

400-499

Courses that culminate the undergraduate immersion, prompting discovery within the discipline. Students will master the ability to analyze and synthesize information independently in original and creative ways.

Expectations:

1. Students will complete a major research project or paper.
2. Students' learning may be designed and applied through seminars, field experiences, internships or other capstone experiences
3. Students will be expected to work independently under the guidance or supervision of an instructor.

Graduate Courses

500 - 599

Master Level Coursework

600 - 699

Specialist Level Coursework

700 – 799

## Doctorate Level Coursework

### Course Load and Overload

#### Course Load and Overload

##### Undergraduate Students

The unit of college credit for all courses completed at William Woods University is the semester hour. The normal course load for full-time students in fall and spring semesters is 15 credits per semester, with full-time status in the range of 12-18 credits. The full-time status range for the summer semester is 6-12 credit hours. A student is permitted to enroll in one online class per online session.

Students on academic probation may be required to limit their schedule of classes by the Academic Dean.

Class loads in excess of the maximum established for each semester are reserved for students with at least a 3.00 GPA. A course load exceeding 18 credit hours per semester (12 hours per summer semester) is considered an overload, which must be approved by the Academic Dean prior to registration. Students will be billed a per credit tuition charge for overload credits in the fall and spring semesters.

##### Graduate Students

- Full-time status for the master's and specialist degrees is six credit hours per semester.
- Full-time status for the doctorate degree is three credit hours per semester. Additionally, for students pursuing doctorate degrees, one credit hour per semester for the writing of the dissertation is considered half-time and eligible for aid.
- Students may enroll for no more than six credit hours per eight week session.
- Students may enroll for no more than 12-13 credit hours per semester session.

### Disability Services

William Woods University is committed to providing reasonable accommodations to qualifying students, faculty, and employees with disabilities as required by Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act (ADA) of 1990, as amended, as well as applicable state law.

Disabilities may include mental or physical impairments that substantially limit one or more of a person's major life activities, and which require modifications to the programs, services, or facilities of the University. Consistent with the law, William Woods University is not obligated to provide accommodations that are unduly burdensome or unreasonable, or that fundamentally alter the nature of the University's programs.

Students who choose to disclose a disability to the university and /or who request an accommodation must provide notice and documentation for the disability in accordance with the university's policy. The university's policy requires the following:

- Students who choose to disclose a disability are responsible for notifying the Office of Students Disability Services of their disability on a timely basis.



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- Students are responsible for requesting academic adjustments and/or special aids on a timely basis.
- Students are responsible for giving the university appropriate supporting evidence of their disability and the requested academic adjustments or special aids on a timely basis.

Consistent with the applicable law, William Woods University is also required to provide a description of the services and facilities available to students with disabilities. Examples of the services available to students with qualifying disabilities include, but are not limited to, various accommodations related to receiving class notes, extended time to complete exams, and receiving texts in an alternate format.

Additionally, a variety of facilities is available to students with qualifying disabilities. Examples of these facilities include academic buildings, instructional facilities, and living spaces that are accessible to individuals with physical disabilities.

Questions concerning this policy should be directed to the Office of Student Disability Services, which is located in room 107 of the Academic Building. They may be contacted at:

Office of Student Disability Services

William Woods University

One University Ave

Fulton, Mo 65251

573-592-1194

ADA@williamwoods.edu

### Electronic Devices in Class

Use of personal or University electronic devices is at the discretion of the instructor. Refer to the course syllabus for details.

### Family Educational Rights & Privacy Act

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

The right to inspect and review the student's education records within 45 days of the day the university receives a request for access.

A student should submit to the registrar a written request that identifies the record(s) the student wishes to inspect. The university official will make arrangements for access and notify the student of the time and place where the records may be inspected. If the records are not maintained by the university official to whom the request was submitted, that official shall advise the student of the correct official to whom the request should be addressed.

Further information on policies and procedures can be found at

[http://www.williamwoods.edu/current\\_students/registrar/educational\\_rights.html](http://www.williamwoods.edu/current_students/registrar/educational_rights.html)

### Grade Appeal

Students who believe a grade has been assigned in error or who wish to have the grade reviewed must first submit their concerns in writing to the instructor within 20 days of the end of the course. The instructor shall then have 15 days in which to reply in writing. (If no response, the student goes to the next step). If a mathematical recording or other technical error is discovered, the instructor may recommend an appropriate grade change to the Registrar. This should be completed within 30 days after the end of the semester.

If the grade is still in dispute, the second step is for the student to discuss the grade with the appropriate school director or program manager (or go directly to step 3 if the chair or manager is the instructor). This discussion must take place within 7 days of the response from the instructor. If, after meeting with the school director or program manager, the student still disputes his/her grade, step three is for a written appeal to be submitted to the Academic Dean. The appeal be submitted within 7 days of the discussion with the school director or program manager and must allege:

1. That a computational, recording, or other technical error has been made but not acknowledged by the instructor or
2. That the grade has been assigned in an arbitrary, capricious, or vindictive manner or in a manner intended to inappropriately manipulate or control the student.

No other grounds for appeal exist. The appeal should include copies of all correspondence between the student and the instructor regarding the grade plus any other supporting documents. A copy of the appeal will be submitted to the instructor. If the Academic Dean determines that sufficient evidence exists for a review, a subcommittee of the Academic Council will undertake a review within 20 days. The findings of the Academic Council subcommittee are shaped as recommendations to the instructor and are shared with the Dean. The Academic Dean has the final decision on a grade appeal.

### Grade Changes

Once grades have been submitted to the University Registrar, they may be changed for one of three reasons:

1. to change an incomplete to a letter grade,
2. to correct a mathematical or clerical error, or
3. to accommodate a change resulting from an appeal.

### Graduation/Commencement

#### **Undergraduate Programs**

Students are required to apply for graduation during registration period before their last semester of coursework. This Petition for Graduation will prompt the Office of the Registrar to check total hours and minimum grade point average. It will also initiate the completion of the graduation checklist by the student's academic advisor. From this review, if a student is determined to be short any requirements, there will be time to make a schedule adjustment during the add/drop period of the student's final

semester. Students who fail to apply for graduation cannot expect a program audit, inclusion in the commencement program, or participation in the graduation ceremony.

Students who apply for graduation and who complete all degree requirements will be contacted in matters relating to diplomas, academic regalia, and commencement. The graduation fee is billed at the time of their final registration.

Diplomas will be ordered with the information confirmed by the student. Should the student wish to have a name change after diplomas have been ordered, it will be at the expense of the student.

### **Policy for “walking short”**

Students may petition to “walk short” if they are within six hours of their requirements and they register to complete the missing requirement at WWU before the end of August. (IE: A student who walks short in Spring must complete requirements prior to the August conferral date, or their conferral date will be pushed back.) They must petition the Academic Dean via a student form in OwlNet and provide their plans for completing the missing hours. If approved, they may participate in the ceremony.

If a student needs confirmation of degree completion before official conferral for any reason, the University will provide a letter stating that the student has completed all requirements for the degree. Upon request, the Office of the Registrar will provide letters of completion indicating that students have completed all graduation requirements, but their degree will not be conferred until the next graduation date. Degrees are conferred in Spring, Summer and Fall only.

### **Graduate Programs**

All recipients of degrees awarded by the University are encouraged to participate in Commencement.

Graduate students who will have their degrees conferred in Summer may participate in the Spring commencement ceremony previous to degree conferral and complete the graduation materials online before March 1st to ensure participation.

Graduate students who will have their degrees conferred in Fall may participate in the Spring commencement ceremony following the Fall degree conferral. Fall graduates must complete the graduation materials online as notification of intent to participate in the Spring ceremony prior to March 1st.

### **Ed.D Candidates**

Candidates may participate in the commencement ceremony immediately following the date of the successful defense of their dissertation. Candidates must complete the graduation materials online prior to March 1st.

### **Grievance Policy**

Students have the right to request a review of academic and non-academic policies, programs, or incidents that are of a grievous nature and do not pertain to any other specific University policy. Issues involving sexual harassment and grades are dealt with through separate policies.

A grievance report (see criteria below) should be submitted to the Academic Dean if it is within one week of the reported incident. An initial effort will be made, within one week, to resolve the issue

through dialogue and mutual consent. If this process does not provide for satisfactory resolution, a grievance committee will be formed and the matter will be forwarded to it.

Within one week of receipt, the grievance committee will review the issues outlined and will determine whether there is sufficient cause to warrant a committee hearing.

Should the determination be made that a hearing is warranted, the hearing will be held within two weeks from the committee's receipt of the documentation.

The grievance committee will be appointed as needed, and will be composed of representatives from various University divisions, departments, and constituencies including, but not limited to, the Director of Academic Advising, program administrators, and program faculty. If appropriate, the University Judicial Council or the conflict resolution procedures may be used.

Grievance criteria:

- Must be in written form.
- Must be dated and signed.
- Must contain specific details as to what the complaint is about and what results are requested.

Complaints may also be filed with the following (certain limitations may apply):

The Missouri Department of Higher Education serves as a clearinghouse for postsecondary student complaints. The MDHE complaint policy may be found at <http://www.dhe.mo.gov/documents/POLICYONCOMPLAINTRESOLUTION.pdf>

This webpage contains information about the complaint process and includes instructions for how to file a formal complaint. Note that the policy provides that a student who wishes to file a complaint with the department must first exhaust all formal and informal avenues provided by the institution to resolve disputes.

William Woods University is accredited by the Higher Learning Commission <http://williamwoods.edu/about/accreditation.asp>

For information regarding an accreditation complaint, please consult the Higher Learning Commission website at <http://www.ncahlc.org/Information-for-the-Public/complaints.html>

Their contact information is as follows

The Higher Learning Commission, 230 South LaSalle Street, Suite 7-500, Chicago, Illinois 60604-1413, Phone: 800.621.7440 / 312.263.0456. Fax: 312.263.7462 [info@hlccommission.org](mailto:info@hlccommission.org)

### Incomplete Grade

The Incomplete grade may be issued only in special circumstances, defined as circumstances beyond the student's control, which, toward the end of the course, prevent the student from finishing a small portion of the work required to complete the course within the established course schedule. The Incomplete is never granted for purposes of convenience or to enable the submission of long overdue work.

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The Incomplete grade carries no quality points and does not figure into the grade point average.

The obligation to remove an incomplete grade rests exclusively with the student. The student must complete all work within four (4) weeks of the last class session in which the Incomplete was recorded. An Incomplete grade that is not removed by the deadline will be converted to the grade indicated on the Incomplete Coursework Form turned in by the instructor to the Office of the Registrar.

In extraordinary circumstances, those in which it can be unequivocally demonstrated physical or mental incapacity prevent the student from removing the Incomplete within the four-week period, the Academic Dean may extend the period in which the obligation might be satisfied for another three weeks or subsequent to determining that incapacity will prevent the student from satisfying the obligation within such a period, the Academic Dean may authorize a Withdrawal from the course. The determination to extend or to authorize Withdrawal must be made only if formally requested by the student or an authorized representative of the student. The obligation to seek such actions rests exclusively with the student.

### Instructional Support

The University offers tutorial support in writing skills, mathematics, and other academic areas. Workshops are offered on a wide variety of topics such as basic study skills, learning to use the library, writing a college paper, test-taking strategies, and time management.

The University provides instructional support through the computer labs, science labs, art studios, the writing lab, and other specialized resources.

#### Dulany Library

Dulany Library is open 89.5 hours per week during the academic year and contains a wide variety of materials, including almost 100,000 printed books and more than 10,000 DVDs and other non-print materials. The circulation period for most materials is 30 days and can be mailed directly to students.

The Library subscribes to a variety of digital resources including almost 200,000 e-books and 38,000 full-text journals. Additional digital resources are also available, such as dictionaries, atlases, encyclopedias, legal reference databases, and streaming videos. The Library provides a discovery service, called Woods OneSearch that retrieves journal articles, books, videos and other materials in a single search with the ability to refine searches using specific parameters, making it extremely easy to find the resources you need.

Reference services are available by calling the Library at 1-573-4289 or by clicking on “Ask the Librarian” on the Library main web page. All library resources are accessible through the Library’s web site at [http://www.williamwoods.edu/current\\_students/library/index.html](http://www.williamwoods.edu/current_students/library/index.html)

William Woods University is a charter member of MOBIUS, a statewide consortium of academic libraries that provides WWU faculty and students with online access and borrowing privileges to twenty-four million items in Missouri’s academic libraries as well as providing detailed information about the library materials housed on the WWU campus. Materials not available through the WWU Library or MOBIUS may be requested free through interlibrary loan, a form is available on the library’s web site.

#### Technology Resources

\*Atomic Learning

All students at WWU have access to this on line tutorial program. Atomic Learning is a digital tutorial website with more than 1,500 hours of on line professional development and learning resources. This program will assist you in learning how to use different software programs.

Atomic Learning is accessed through OwlNet. Once logged into OwlNet, the Atomic Learning link is on the far right in the grey section under courses. The log in is your email user name and password. If you have any questions or concerns you can contact the Academic Success Center.

Academicssupport@williamwoods.edu

\*SmartThinking

Online assistance for English, Math, and most other academic subjects is also available 24/7 through SmartThinking, the University's e-tutoring service provider. Students must be logged in to OwlNet, then simply click the "Tutoring" tab at the top of the main page and follow the simple directions to connect with a tutor.

No separate login is required. users will see a list of basic subjects, and a field to do a subject search. For most subjects there are two options, "Drop-in tutoring" and "Offline questions." Drop-in allows students to chat live with a tutor, and offline allows students to submit a question. The tutors then email back the answers. The system is very user friendly. Students who are having issues with the system or who need more time allocated should contact the Academic Success Center.

Graduate and Online Welcome Center

New Graduate and Online students are invited to visit the Graduate and Online Welcome Center. The welcome center may be accessed via the Current Students web page on [www.williamwoods.edu](http://www.williamwoods.edu). New students are counseled to visit the portal by their admissions counselor following official university acceptance. Students also receive reminders to visit the welcome center via success coach contacts and communications. The welcome center was designed to provide consistent information that is conducive to a positive orientation experience for new graduate and online students. This portal is designed for new students, however it may be accessed on an unlimited bases.

Student Services

\*Career Development Center

The mission of the William Woods University Office of Career Services is to educate and empower students and alumni in the development of lifelong career strategies for a diverse world.

Career Services is designed to help students and alumni at all stages in the career development process. As the university mission states Career Services strives to be 'student-centered and professions-oriented' by helping students answer the questions: Who Am I? Where Am I Going? How Do I Get There?

Services: Career exploration; Career planning; Interest inventories; Resume and cover letter development; Internship searches and obtaining; Interview preparation; Job searches; LinkedIn; Networking and social media

### International Students

The University actively encourages the involvement of international students in its graduate and undergraduate programs. The University is authorized under Federal Law to enroll non-immigrant alien students. International students must meet the same requirements and follow the same admissions procedures employed for U.S. nationals, except that they must, unless English is their first language, demonstrate sufficient knowledge of the English language to benefit from their program of study. This policy is more fully articulated at the link:

[http://www.williamwoods.edu/current\\_students/registrar/international\\_students/english\\_proficiency.html](http://www.williamwoods.edu/current_students/registrar/international_students/english_proficiency.html)

Foreign students applying to study in graduate programs at William Woods University may be admitted as independent international students or under the specific auspices of a formal agreement.

#### Finances

International students must submit a certified letter of support from their bank, a sponsor, their family, or another source showing that they have adequate financial resources to provide for their education and living expenses.

Since application materials come from several sources, the entire application cannot be submitted at once. Thus, prospective students are encouraged to coordinate the submission of materials so that #1 above (a completed William Woods University Admission Application Form) arrives at the University first.

William Woods University will acknowledge receipt of the admission application form by email which will provide a quick link to a list of graduate programs and their admission requirements. An admission counselor will be in contact with the applicant to answer any questions and assist in the admission process. The application and other materials may be mailed to The Office of Admissions William Woods University One University Avenue Fulton, MO 65251. The applicant may email [graduateadmissions@williamwoods.edu](mailto:graduateadmissions@williamwoods.edu) or call (800) 995-3199 with any questions.

Completed admission files are reviewed for admission eligibility. Students are notified of their official status and/or need for further information.

### Office of Student Records

The Registrar's office manages student records and academic information. This office provides services to students requesting official and unofficial transcripts, verification of good standing and transfer equivalences. The Registrar's office is responsible for managing registration efforts and providing course information and students schedules. It also coordinates registration of William Woods students taking courses at Westminster College and at Mid Missouri Associated Colleges and Universities.

### Petition for Graduation

Students are required to apply for graduation during the registration prior to their last semester of coursework. Students who fail to register for graduation cannot expect a program audit, inclusion in the commencement program, or participation in the graduation ceremony.

### Repeated Course

Students in the undergraduate program may repeat a course to attempt to achieve a higher grade. Only the credit for the latest attempt is counted toward graduation and computed in GPA. However, both the previous grade and the grade received in the repeated course, with appropriate notations, will appear on the transcript.

Students in the graduate program must make a C or higher to receive credit for the course. Only one C grade will be allowed as part of the student's work for a graduate degree. Otherwise, the same policies expressed above apply regarding GPA, graduation eligibility, and notations on the transcript.

### Schedule Changes

Schedule changes (adding or dropping courses) may be requested by completing the schedule change form under "student forms" in OwlNet. Students may add classes up until fifth business day of the term. Students may drop courses according to the dates on the academic calendar. Course fees will be charged for any courses dropped after the fifth business day of the term.

[http://www.williamwoods.edu/academics/undergraduate/academic\\_calendar.html](http://www.williamwoods.edu/academics/undergraduate/academic_calendar.html)

Students will not be charged tuition for courses dropped during this period. A fee will be charged for each add and drop transaction .

### Sexual Misconduct/Harassment Policy, Procedures and Resources

Sexual Misconduct/Harassment Policy, Procedures and Resources may be found at [www.williamwoods.edu/titleix](http://www.williamwoods.edu/titleix)

### Standard of Student Responsibility

Students are expected to read and to comply with published program and University regulations, including the Academic Catalog and the Student Handbook. Enrollment in an undergraduate program of the University carries with it the implication that the student has reviewed and agrees to comply with applicable regulations.

Every student is expected to observe the highest standards of personal and academic conduct. The University cannot accept the responsibility for the education of any student who is not in sympathy with the purposes and regulations of the University or whose conduct is disruptive to the education of others.

The University reserves the right to exclude any student whose conduct or academic standing it regards as undesirable and without assigning any further reason thereto in such cases, the fees due or which may have been paid in advance to the University will not be remitted or refunded in whole or in part. Neither the University nor its officers shall be under any liability whatsoever for such exclusion. Such exclusions are termed "disciplinary suspension." Any student facing disciplinary suspension shall be considered persona non grata on campus and at off-campus class/course locations except for official business.



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The regulations stated herein are broadly stated but are applicable to all students of the University without regard to the specific delivery format employed by the program in which they are enrolled.

### Statement Regarding Human Subjects

The University adheres to the Code of Federal Regulations Title 45 Part 46: Protection of Human Subjects. All research performed by University faculty, staff, or students that will be publicly communicated or published must be reviewed and approved by the Institutional Review Board.

The guidelines and forms are available on the website at the following:

[http://www.williamwoods.edu/institutional\\_research/irb.html](http://www.williamwoods.edu/institutional_research/irb.html)

### Statements of Nondiscriminatory Policies

#### Statements of Nondiscriminatory Policies

William Woods University does not discriminate on basis of race, color, national and ethnic origin, sex, gender, sexual orientation, gender expression and identity, class, marital status, veteran status, disability, or any prescribed category set forth in federal or state regulations in administration of its educational policies, admission policies, scholarship and loan programs, and athletic and other University-administered programs.

Consistent with the requirement of Title IX of the Education Amendments of 1972, as amended, and Part 86 of 45 C.F.R., the University does not discriminate on the basis of sex or gender identity in the conduct or operation of its education programs or activities (including employment therein and admission thereto).

Consistent with the requirements of Section 504 of the Rehabilitation Act of 1973, as amended, and Part 84 of 45 C.F.R., the University does not discriminate on the basis of disability in admission or access to or employment in its programs and activities.

Any member of the William Woods University community has the right to raise concerns or make a complaint regarding discrimination under this policy without fear of retaliation. Any and all inquiries regarding the application of this statement and related policies may be referred to: Margie Bramon , Human Resources, Title IX Coordinator, at 573-592-4308 at One University Avenue, Fulton, Mo 65251, or at [hr@williamwoods.edu](mailto:hr@williamwoods.edu) . As set forth in our policies, individuals may also file complaints with administrative agencies such as the U.S. Department of Education, Office for Civil Rights ("OCR").

### Student enrollment

#### I. Terms (semesters) of attendance

William Woods University has three emesters of attendance: Fall semester, Spring semester and summer semester. Each semester contains two terms of attendance: Fall I and Fall II, Spring I and Spring II, Summer I and Summer II.

#### II. Enrollment requirements: Graduate and Non-Traditional Students

A graduate, online, or other off-campus undergraduate student must be enrolled in at least one class in at least one term of each of the three semesters. Students who do not/are not enrolled in at least one class each semester will be withdrawn from the University and must re-apply.

III. Enrollment requirements: Traditional, on campus undergraduate student

Traditional undergraduates must be enrolled in at least one class in at least one term of each of the Fall and Spring semesters. Summer is considered an optional semester for this population.

IV. Leave of Absence (Non Military)

Students in good academic standing may apply for academic leave, allowing them to take leave of the university for one semester without having to apply for readmission. The Leave of Absence Request form is available on OwlNet under student forms.

A student may only request to take one semester leave of absence per academic year. Students who disenroll for a longer period will be withdrawn from the university and must reapply.

A student who leaves the university (under academic leave or by withdrawal is responsible for checking with Student Financial Services to discuss any effect this could have on their financial aid. A returning student will pay the tuition rate concurrent with their return to university, regardless of whether they withdrew or were on academic leave.

V. Leave of Absence (Military)

The leave of absence policy for military personnel differs from the policy outlined above. Please contact the office of the registrar for further information.

VI. EDU 790/791

Students enrolled in EDU 790 and/or EDU 791 must remain continuously enrolled and current on tuition payments until either their degree is conferred or the five-year time limit has passed. Any student who is dropped for non-payment will need to retake any coursework and/or Comprehensive Exams deemed necessary by the School of Education in order to continue their program. The continuing student will then be assigned a dissertation supervisor who may or may not be the one with whom the student was working previously.

Student Outcomes Assessment

The University is committed to helping students achieve academic success and to improving academic programs and instruction. The University annually assesses each major program and regularly assesses all general education areas. Entering and exiting students are also assessed. The feedback from this assessment program helps faculty to actively manage the curriculum and the instructional process.

Most of the academic majors include a capstone course which focuses on the integration and application of prior general education and major program learning.

Time Limitations on Degree Completion

University undergraduate programs emphasize preparing skilled, systematic, and informed practitioners who can employ contemporary methods, techniques, and technologies and systematically assess emerging methods, techniques, and technologies. Undergraduate students are expected to complete

their degree programs within five years of the onset of study. Students continuing beyond five years may be required to repeat previously completed course work or to complete coursework not required at the time of their initial admission. Students are cautioned that, ordinarily, the applicability of undergraduate coursework to graduate degrees awarded by the University expires five years after completion.

Waivers of the time limitations for degree completion may be made by the Academic Dean.

Doctoral students must complete all degree requirements five years from the date of successful passage of the comprehensive exam.

Waivers of the Five-Year Rule may be made by the Academic Dean upon the recommendation of the appropriate school director. Any request must be made PRIOR to the end of the five years. Waivers relate only to the currency and applicability of work completed.

### Transcripts/Requesting a transcript

A transcript is a comprehensive record of the student's academic history including but not limited to courses, final grades and cumulative grade point average. Official paper transcripts bear the University seal and are sent directly from Office of Records to the receiving institution or agency. Transcripts sent electronically through the secure electronic delivery are considered official records. The words "Issued to Students" will appear on transcripts sent directly to the student.

Transcript requests are submitted electronically through Transcripts on Demand by SCRIP-SAFE. Telephone and email requests are not accepted. Payment of the processing fee is required prior to release of all transcripts. A transcript cannot be released until all personal and financial obligations have been cleared.

Transcript requests will be processed within 3-5 business days following clearance from the Office of Student Financial Services.

Questions may be directed to the Registrar's Office at 573.592.4248 or by email at Registrar.Office@williamwoods.edu

Request a transcript:

If you DO NOT recall your OwlNet login information or have never had an account visit [www.williamwoods.edu/transcripts](http://www.williamwoods.edu/transcripts) to request your transcript.

If you DO recall your OwlNet login information- log in to OwlNet to request your official transcript. After you have logged into OwlNet, you can use the REQUEST MY OFFICIAL TRANSCRIPT option (under Current Students or Alumni) to request an official transcript or you can print a copy of your unofficial transcript directly.

### Transfer Credit

#### Undergraduate Programs

William Woods students who wish to take a course at another college or university must obtain approval from the registrar to assure that the course is eligible for transfer and fits within their academic program.

## William Woods University Academic Catalog

The delivery system or format is not considered by the University in the evaluation of coursework from other institutions for possible transfer credit.

Credits are accepted at full semester value provided that the transferring institution is accredited by an agency recognized by the USDE (U.S. Department of Education) and CHEA (Council for Higher Education Accreditation). Courses that are comparable to William Woods University offerings are accepted in transfer. Courses accepted in transfer must have a final grade earned of "D" or above.

The maximum credit hours accepted by the university by transfer, examination, and/or portfolio may not exceed 90 credits, no more than 70 of which may be taken at a junior/community college.

Courses completed at a junior/community college are unlikely to transfer as upper level (300/400) coursework.

To earn a degree from William Woods University, a student must earn a minimum of 30 credit hours at William Woods University. Transfer credit is not accepted as part of a student's last 30 hours.

Students transferring credits are not required to repeat courses unless specifically stated in WWU course prerequisites or major requirements. (ie, repeat of a course in which a D was earned in an education program requirement).

An official transcript must be sent to the registrar's office at William Woods University before any transfer course can be accepted into the student's program of study. Official transcripts certifying coursework must be received in the registrar's office prior to the student's final semester (15 credits). The Registrar is the official person to grant transfer credit any questions should be addressed to the Registrar.

You may check our Transfer Equivalency page to see how your credits might transfer. (Please contact us if you cannot find the school/course for which you are seeking an equivalency.)

### Graduate Transfer Credit

Ordinarily no more than nine hours completed elsewhere will be accepted as applicable to graduate degrees granted by the University. Additionally, only graduate work with grades of A or B may be accepted as applicable toward University graduate degrees.

Only graduate work completed at another institution before initial admission to graduate study may be considered for transfer, except in instances in which admitted current graduate students secure prior approval from their program director before taking a graduate course at another institution. Credits received for the completion of graduate work not previously approved by the program director will not be considered for acceptance.

Only graduate work completed at graduate level institutions accredited by an agency recognized by the USDE (U.S. Department of Education) and CHEA (Council for Higher Education Accreditation), may be accepted as applicable to University graduate programs.

The program director, with the assistance of the university registrar or assistant registrar, determines the acceptability of credit granted by other graduate level institutions.

Ordinarily graduate work completed at other institutions must have been completed within three calendar years of anticipated initial enrollment to be considered for applicability to University graduate degrees.

Transfer credit is not granted for the capstone course in any graduate degree program.

William Woods University is a participant of the Missouri Reverse Transfer

If you transferred from or will transfer from a 2-year Missouri institution, please read more about the Missouri Reverse Transfer program.

### Tutorial Course

The tutorial course is designed to offer degree-seeking juniors, senior, and graduate students the opportunity to take a course listed in the current William Woods University catalog, but out of the regularly scheduled sequence. A tutorial course will be considered for approval after all other options, such as course substitution, have been considered. A tutorial is not designed to allow a student to forego a regularly scheduled class, and may not be used to meet William Woods University's general education requirements, but is available as a last resort.

Courses approved for a tutorial must meet one of these criteria

- The course is not offered on a regular rotation
- The course will not be taught in the following semester
- The course is needed by a student in their final semester with conflicting courses.
- The following policies apply:
- A student who has previously dropped a course may not petition to take that same course as a tutorial.
- Students must register for tutorial courses during regular registrations and must be processed on official forms available under student forms in OwlNet and must be approved by the Academic Dean.
- Schools and departments are not obliged to provide tutorials upon a student's request.
- A student is allowed to take no more than 6 credit hours of tutorial coursework.
- Tutorial courses are subject to the usual tuition charges and to an additional fee per credit hour.
- Tutorials are not available to students who are participating in degree completion programs

### Undergraduate Admission to graduate programs

Undergraduates may not enroll for graduate credit. Undergraduates may apply for certain programs allowing several graduate courses taken during the junior or senior year for undergraduate credit. Upon completion of the baccalaureate degree and enrollment in the William Woods University graduate program, these courses are eligible for graduate credit.

### Undergraduate Admission to graduate programs

Undergraduates may not enroll for graduate credit. Undergraduates may apply for certain programs allowing several graduate courses taken during the junior or senior year for undergraduate credit. Upon completion of the baccalaureate degree and enrollment in the William Woods University graduate program, these courses are eligible for graduate credit.

### Withdrawal From A Course

Students who wish to withdraw from a course must submit the official schedule change form available on OwlNet under student forms. A grade of "W" will be entered. W grades do not count in the student's semester or cumulative GPA. The withdrawal is not official until the paperwork is processed through the Office of the Registrar. A student who simply stops going to class or who fails to submit the request according to the deadline will receive a letter grade based upon the entire semester/ term's work.

The scheduled deadline to withdraw from a 16 week semester long course is approximately 10 weeks into the course. Comparably, students in eight week courses will have through the end of the 5th calendar week of the course to withdraw with a W grade. Students who are enrolled in the course on or after the term start date will be charged full or a prorated tuition, if the request to withdraw is submitted after the first business week of the term (4:30pm Friday). Students who are enrolled in a three week summer course on or after the term start date will be charged full tuition, if the request to withdraw is submitted after the second day of the term (4:30pm Friday). Failure to attend/participate does not exempt tuition/fee charges.

### Withdrawal From William Woods University

Students who wish to withdraw from William Woods University must complete the formal withdrawal process by completing the form online via OwlNet. Students may withdraw from the University during the first 11 weeks of the semester exact dates are shown in the online academic calendar. A grade of W will be entered for all current courses. W grades do not count into the student's semester or cumulative GPA.

Students who have withdrawn from the University must apply for readmission to resume study. If program or degree requirements have been changed since the student's initial enrollment, the student may be required to satisfy the current requirements upon readmission.

Students who are forced to withdraw due to medical reasons, may, with proper documentation and a letter of readmission, register with their class of current students upon returning to WWU within one year of withdrawal. They may also continue under the catalog requirements under which they began their studies at the University.

### **Departure without Withdrawal**

Final grades are issued in each course for each enrolled student who has not withdrawn from the course. Students who terminate attendance without formally withdrawing from a course are assigned a grade of F. The consequence of a failing grade issued as a consequence of Departure Without Withdrawal is Academic Dismissal. Students who depart from a program without formally withdrawing effectively terminate their affiliation with the University. Such students may subsequently reapply for admission. The nature of their departure may be considered as a factor in the readmission decision. If program or degree requirements have been changed since the student's initial enrollment, the student will be required to satisfy all new requirements upon readmission.

- **Non-Registered Student Departure:** Students not registered for classes by the end of first week of classes will automatically be withdrawn from the University.

- Registered Non-Attendance Student Departure: Students who have not attended any of their registered class during the first two weeks of the semester will automatically be withdrawn from their courses and the University as a non-returning student.
- Registered Attending Student Departure: Students who have attended some of their registered classes will be considered an attending student for the semester. These students who terminate attendance without formally withdrawing from a course or courses by the deadline are assigned the grade that they earned, which will be calculated into their GPA.
- Non-returning Part-time Students: Part-time students and MMACU students will automatically be withdrawn after one semester of non- attendance.

### **Medical Withdrawal**

William Woods University cares about the physical and mental health of its students. The University recognizes that at times a student may experience such extreme physical or psychological conditions that the ability to function successfully or safely in the role of a student is significantly impaired. Students are encouraged to prioritize their health and safety and take steps toward recovery, even if academic progress must be delayed.

Students are encouraged to request a medical withdrawal when they believe their physical or mental health is preventing them from successfully engaging in and completing coursework when safety is in question or when the demands of university life are interfering with the ability to recover or adjust to a significant physical or mental health challenge. This can occur anytime throughout the semester however, it may be more difficult to gain approval for medical withdrawal during the final three weeks of the session or semester.

Students interested in considering or pursuing a medical withdrawal are encouraged to discuss this option with the Dean of Student Life ([venita.mitchell@williamwoods.edu](mailto:venita.mitchell@williamwoods.edu)). In most cases, students will need to provide documentation from their licensed provider that indicates that due to a specific mental or physical health condition(s), the student is impaired such that they are unable to function successfully or safely in the role of a student.

In the interest of gaining a better understanding of the student's need for a medical withdrawal, the University may require appropriate documentation and/or request for the student to sign appropriate release forms allowing designated WWU staff to consult with the evaluating and/or treating clinician(s) supporting the student.

Once appropriate documentation has been provided and decisions have been made regarding a student's status, the Dean of Student Life will notify the registrar's office of the need for a medical withdrawal and/or ability to successfully return. The student will then complete the on-line withdrawal form found on OwlNet. For all approved medical withdrawals, the student receives a W (withdrawal) on their academic transcript, or is completely dropped from classes, without any notation on the transcript of having left for medical reasons. Thus, a medical withdrawal will not affect the student's grade point average.

Refunds for medical withdrawals shall follow the University withdrawal calculation process found in the on the website which may result in no refund.

### Medical Readmit Process

In addition to completing the University readmit process, the majority of students granted a medical withdrawal must also complete the following procedures before being allowed to return to the University. These steps are designed to ensure that a health emergency no longer exists and a treatment plan for continuing good health and safety is in place:

- The student must be assessed by an appropriate outside professional whose opinions will be advisory to the University. The professional, who is selected by the student, must be a licensed psychologist or psychiatrist if evaluating mental health concerns, and must be a licensed physician if the evaluation is regarding other medical concerns. Further, all providers must be unrelated to the student and must have specialty/credentials appropriate for the condition of concern.
- Documentation of the assessment (conducted within 15-30 days of re-entry) and documentation of required treatment completion must be provided to the Dean of Student Life two weeks prior to the beginning of classes for the applicable session or semester.
- To make an accurate assessment, before conducting the evaluation it may be necessary that the provider be given information relating to the precipitating events that led to the leave. This typically would involve the student signing a release allowing the University to share information regarding relevant incidents or concerns and, if applicable, recent hospital records. The outside mental health or medical professional, with the student's written permission, must provide an assessment of current functioning of the student and provide written recommendations regarding:
  - the student's readiness to return to the demands of university life
  - the student's readiness to live in on-campus residential housing, if applicable
  - ongoing treatment or testing needs, if any and
  - any conditions or restrictions that the University should impose.
- After the evaluation results and treatment documentation have been provided, the Dean of Student Life, or designee, will communicate with the student to discuss the documentation and the student's perception regarding readiness to return and any on-going needs. Additionally, consideration will be given to how the recommendations fit with the demands of university life.
- If a student was required to complete specific treatment, the student must provide documentation regarding the completion of this requirement.
- The University reserves the right to require the student to comply with a treatment plan recommended by the outside professional and/or the University health care/mental health professional as a condition of returning. Review and monitoring of the student's required treatment plan may be assigned to a University designee assigned by the Dean of Student Life.
- If a student was living on campus prior to the withdrawal, approval for return to the University usually includes approval to return to housing.



## Undergraduate Policies

### Undergraduate Admission Process

#### Traditional Programs:

Students are encouraged to apply as early as possible after they have completed their junior year of high school. Students will be notified of an admissions decision shortly after all application materials are received.

Students requesting to transfer to William Woods University may do so if the student is in good academic standing at another accredited college or university. An official transcript from every institution attended is required. Applicants are asked to submit official high school transcripts with ACT or SAT results for class placement only.

Students must apply on line.

To be considered for admission to study at William Woods, students must submit the documents listed below:

- A completed admissions application form, and
- Official high school transcript(s)
- SAT or ACT scores
- Transfer students should send college transcripts from each institution attended, as well as official high school transcripts.

Please note: letters of recommendation and interviews are not required for admission.

#### Online Degree Programs:

To be considered for admission to Regular or Special Standing, a prospective student must submit a complete application for admission. A complete application for admission consists of the following:

- A completed Admissions Application form, and
- Official transcripts from all high schools (and GED, if applicable) and undergraduate institutions the student attended.

#### Levels of Admission

Students admitted to undergraduate study at William Woods University are admitted in one of four classifications.

**Regular:** A student who has satisfied all requirements and prerequisites for admission to the College degree completion program.

**Provisional:** Student who has not satisfied all requirements and prerequisites for admission to the College degree completion program but who the enrollment committee feels has the potential to be successful. Provisional admits are given two semesters of attendance to attain good academic standing.

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Conditional: Student who has not satisfied all requirements and prerequisites for admission to the College degree completion program but who the enrollment committee feels has the potential to be successful. Conditional admits are given on semester of attendance to attain good academic standing.

Special: A student who holds a baccalaureate or graduate degree from a regionally accredited institution and who intends to enroll for a specific course or courses or, a student otherwise qualified for admission who intends to enroll for a course with no intention of completing a degree or, a student intending to qualify for Regular standing who has yet to complete the application process but who documents prior baccalaureate work and qualifying grade point average from a regionally accredited institution.

International applicants seeking admission to William Woods should review the policy below:

[www.williamwoods.edu/admissions/international](http://www.williamwoods.edu/admissions/international)

[CB1] Admitted regular, provisional or conditional. Not sure where the special came from. It can stay but need reg, provisional and conditional.

### Academic Warning/Probation/Suspension - Undergraduate Students

#### **Warning**

Any student who fails to earn at least a 2.00 grade point average for the semester will receive notice of academic warning. Academic warning is an official notice that the work for that semester was below the 2.00 minimum cumulative GPA required for graduation.

#### **Probation**

A student whose cumulative GPA falls below 2.00 will be placed on academic probation.

#### **Suspension**

If probationary status continues for more than one semester or if the GPA for a semester falls significantly below the corresponding GPA of 2.00, the student will be subject to academic suspension.

Suspensions, unlike Academic Dismissals, carry enabling provisions which, at the student's initiative, allow the suspension to be formally reconsidered and imply the possibility of the resumption of study. A suspended student may not apply for readmission to the University for at least one academic year.

Should the GPA of a suspended student who has been authorized to resume study fall below 2.00, this will result in Academic Dismissal rather than Academic Suspension.

### Declaration of Major/Minor for Undergraduate Students

Students indicate an intended major/minor at the time of their initial enrollment. The declaration must be complete with the office of the Registrar. That major MAY be undecided but must be declared. Thereafter, a change of major/minor is processed through the Office of the Registrar. Students must declare a major (other than undecided) prior to their registration as a junior.

Double Major/Minor Policy

Any student interested in pursuing a second major simultaneously should declare a primary major and a secondary major with the Registrar's office. If the two majors are under different degrees the student will have to declare the degree of the primary major.

### Degree Candidacy Undergraduate Students

Students whose progress has brought them within 15 credit hours of degree program completion are formally accorded status as Degree Candidates. The designation is useful in describing student status to employers, prospective employers, certification and licensing agencies, and prospective graduate and professional programs. The status indicates simply that the award of the degree is imminent.

Candidacy status also indicates that the Office of the Registrar is conducting the appropriate final reviews to enable a formal recommendation to the Academic Dean that the appropriate degree be recommended to the President and Trustees of the University for issuance at a specific time and place.

Admission to candidacy does not imply the degree will be awarded. It implies only that the student has the capacity and capability to successfully and satisfactorily complete the final 15 hours of instruction and is expected to do so.

Students terminating enrollment within 15 hours of degree completion cease, at the time of termination, to be Degree Candidates.

### Developmental Courses

Courses with a course number below 100 are developmental courses designed to prepare students for college-level course work. Students are placed in these classes based upon their English and math sub-scores on the ACT or the verbal and math sub-scores on the SAT. The Academic Dean may designate an alternative instrument to be used for placement if the student's ACT or SAT scores are more than the five years old. Students placed in these courses are required to take them. Successful completion of these courses is a strong indicator that students are prepared for college coursework: therefore, dropping these courses is not an option.

Developmental courses carry an institutional credit value and will count towards the student's full time status. Developmental course grades are included in calculation of the grade point average. Hours do not count as degree credit towards the minimum hour requirement for the Associate or Bachelor's degrees.

### Documentation of Undergraduate Work at Other Institutions

Official transcripts of student work by each institution granting credit are the only documentation accepted by the University. Transcripts issued by one institution which include or note coursework completed at another institution and applicable to its programs are relevant only for the coursework completed at the issuing institution. As part of the application process for a degree or certificate program, students must submit official transcripts from all institutions attended. Faxed transcripts and transcripts issued directly to students are not accepted.

### Dual Enrollment

Through dual enrollment, select high school juniors and seniors have the opportunity to complete college-level courses on the William Woods campus. Admission into this program is restricted to high school junior and senior level students with a 19 composite ACT score or a 3.00 minimum high school GPA, as well as a counselor recommendation. Enrollment is limited on a space available basis, and

excludes courses for which necessary prerequisites have not been met. Those interested in dual enrollment should make arrangements with the appropriate secondary school officials and, in consultation with them, identify a course for study. Tuition for the dual enrollment program is \$75 per credit hour. If the Dual Enrollment course is on line there will be an on line fee of \$125 PER COURSE in addition to the credit hour charge.

### Finals Schedule/Alternative Schedule

During the final week of the semester, classes meet according to the alternative schedule that is available on the Office of the Registrar's webpage. Print copies are also available in the Office of the Registrar. The alternative schedule provides a format for comprehensive assessment of learning and for other instructional activities. The week of the alternative schedule is a required portion of the instructional time that comprises the full semester. Faculty and students are required to meet during this scheduled period.

### General Requirements for Undergraduate Degree

In order to receive a bachelor's degree, students must complete at least 122 credit hours, at least 42 of which must be at the three hundred level or above. In addition, all general education requirements must be met. A year of the same foreign language and a minor are required for students earning a Bachelor of Arts.

The final authority in determining the fulfillment of undergraduate requirements for Associate of Arts and Bachelor degrees offered by the University is the Office of the Registrar.

Baccalaureate degrees at William Woods University require an overall grade point average (GPA) of at least 2.00 on at least 122 semester hours of credit, a minimum of 42 upper division (junior/senior) semester hours, and completion of all requirements of the major and minor, if applicable.

Coursework transferred from a two year/junior college will not be transferred as upper level.

### Grading Standard for Under Graduate Programs

Undergraduate schools may choose either a standard grade scale or an expanded grade scale. No other scales may be used. The scale must be adopted or not adopted by school and must be clearly state in the course syllabus.

#### Standard Scale

A=4.0

B=3.0

C=2.0

D=1.0

F=0

#### Expanded grade scale:

A=4.0

A-+3.67

B+=3.33

B=3.0

B-=2.67

C+=2.33

C=2.0

C-=1.67

D+=1.33

D=1.0

F=0

### Honors Programming in Undergraduate Courses

The Honors Program is a selective, application based program. Students must apply as incoming freshmen. Honors students participate as a cohort, taking a prescribed set of advanced coursework, residing in a living and learning community for their freshman year, and participating in a variety of activities designed to stimulate intellectual curiosity.

More information can be found at:

[http://www.williamwoods.edu/academics/undergraduate/honors\\_program.html](http://www.williamwoods.edu/academics/undergraduate/honors_program.html)

### Inclement Weather Policy for Traditional Undergraduate Programs

It is the responsibility of William Woods faculty to inform students of individual class cancellations. Announcements regarding University-wide closings will be posted to OwlNet. Please consult the Announcements section of OwlNet for this information.

### Independent Study in Undergraduate Programs

An independent study course is designed to offer degree-seeking juniors and seniors who have at least a 3.00 GPA additional learning opportunities. It is a customized course designed by the student in consultation with the advisor and instructor and is offered for subjects or activities not included in the current William Woods University catalog.

The following policies apply:

1. The independent study must be developed in the student's academic major or minor.
2. Students must register for independent study courses during regular registration and must complete the course by the last day of classes that semester.
3. A student is allowed to take no more than 6 credit hours of independent study.
4. The student will develop a plan of study listing instructional objectives an outline of the proposed subject for study an outline of major projects, activities, and assignments including a reference to deadlines a proposed schedule for meeting with the professors and a description of the basis for evaluation.
5. Independent studies are subject to the usual tuition charges and to an additional per credit hour fee.

6. Requests for independent studies must be processed on the appropriate student form in OWNet and must be approved by the Academic Dean.

### Internships in Undergraduate Programs

Internships provide the opportunity to relate work activity to educational objectives. Internships of varying design and length are available to students from many academic majors. Such internships provide a practical learning experience as a supplement to classroom instruction. The internship is also a way to test a career choice or to get a foot in the door for a potential job offer.

Students interested in completing an internship must meet the criteria required by their major program and have approval of the faculty member supervising the internship, and the school director. Students interested in registering for internships need to plan early in order to secure an appropriate work situation and gain approval.

### Mid-Missouri Associated Colleges and Universities (MMACU) Exchange Enrollment in Undergraduate Program

An agreement among five member institutions of the Mid-Missouri Associated Colleges and Universities (MMACU) permits students from William Woods University to enroll in courses offered at the University of Missouri-Columbia, Stephens College, Lincoln University, and Westminster College.

The enrollment exchange allows students to take advantage of specialized offerings at MMACU institutions. To qualify for the exchange, a student must be enrolled full time. Students are restricted to regular courses. Special workshops, online courses, and correspondence courses are not included in the exchange.

Requests for MMACU exchange enrollment must be signed by the faculty advisor and approved by the Office of the Registrar. Credit and the grades are tabulated in the student's cumulative grade average. Registration guidelines, policies, and restrictions are available from the Office of the Registrar.

Borrowing privileges at MMACU member libraries are also available to WWU students. Students must obtain a letter of introduction from the Dulany Library circulation desk before visiting an MMACU Library.

### Pre-Law Coursework as Part of Undergraduate Programs

Students interested in a law career should plan their undergraduate curriculum to receive a broad liberal education. According to law school reports, there is no single major that is the ideal preparation for law school. Students are advised to select courses which sharpen their analytical and critical thinking abilities. Law schools prefer students who can think, read and write well, and have some understanding of what shapes human experience. The University offers a Political/Legal Studies major that provides a strong interdisciplinary liberal arts-based, law-related curriculum. This major is appropriate as preparation for law school or other advanced legal study. However, other academic majors are also appropriate as preparation for a law career. A faculty member is designated as pre-law advisor, providing counsel about coursework and about entry into law school.

### Quality Points and GPA in Undergraduate Programs

The academic grade point average (GPA) is determined by multiplying the quality points assigned to each letter grade (see grade scales) by the credit hours for each course. The resulting total quality points

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divided by the credit hours attempted produces the GPA. The grades of F carries no quality points but the hours attempted are calculated into the student's GPA. Grades of I, CR, W, WP, and WF do not carry quality points and are not counted as hours attempted when calculating GPA.

Transfer Credit is not included in GPA calculation.

The university requires a cumulative GPA of 2.0 or above for program continuation and to be awarded a degree.

For Semester Undergraduate students (those on campus) GPA will be calculated at the end of Spring and Fall semesters for purposes of determining Academic Warning, Probation and Suspension.

For Accelerated Undergraduate students (those in an on line program) GPA will be calculated at the end of Spring, Summer, and Fall semesters for purposes of determining Academic Warning, Probation and Suspension.

### Satisfactory Academic Progress - Undergraduate

Students must make Satisfactory Academic Progress towards earning a degree as stipulated in the chart below to receive financial aid at William Woods University from all Federal, State and institutional programs. Academic Scholarships funded by WWU are renewed based on the renewal criteria outlined on the Scholarships and Awards Program information you received at the time of your initial award notification.

Total hours completed and recognized by WWU for degree completion

Total hours completed and recognized by WWU for degree completion	0-29	30-59	60+
Minimum Cumulative GPA	2.00	2.00	2.00
Minimum % of total hours completed	67	67	67
Maximum total hours attempted allowed to complete degree requirements for current primary program of study	150% of the specified degree programs published length of completion		

1. Title IV SAP is calculated after each semester/payment period following the student's first term of enrollment as a regular degree-seeking student, including new students who are admitted on academic probation.
2. Quantitative (hours attempted and earned) and qualitative (cumulative GPA) SAP progress is measured.
3. Grades of I, CR, W, WP, and WF are counted toward hours attempted.
4. Changes in major may alter your SAP status, which is based upon the current degree level pursued therefore, if you change your major, you may be permitted to go beyond the published length of completion.
5. Students meeting the standards listed above when calculated are in Title IV SAP good standing. If either the quantitative or qualitative measures are not meet, the student is not in good SAP standing
6. Rules are applied uniformly to all students for all periods of enrollment whether or not aid has been previously received.

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7. Students who are on academic dismissal are not Title IV eligible. (See appeals and Reinstatement).
8. Title IV Eligibility is reestablished after the student improves their academic record to meet the minimum standards or an appeal due to unusual and/or mitigating circumstances is approved.
9. Students are notified by a letter from the Office of Student Financial Services if Title IV eligibility is in question. Please contact the SFS Office if questions arise.

### Grades

1. All courses taken at WWU are counted as hours attempted. This includes courses which end as incompletes, failed, or withdrawn. Repeat courses will show in attempted hours once. Dropped courses will not be reflected in attempted hours.
2. Only courses successfully completed are recognized by the WWU Registrar's Office as acceptable for progressing toward degree completion are counted as earned. This means hours earning grades of A, B, C, D, or P.
3. Courses not successfully completed are considered hours attempted and not earned. Unsuccessfully completion of credit hours means earning grades of F or W.
4. All courses designated as repeated for grade improvement count as hours attempted, but only count once if passed as hours earned.
5. Courses attempted repetitively for credit count as both hours attempted and passed as hours earned.
6. Audit and no-credit classes are ineligible for financial aid and do not count in Title IV SAP calculations.
7. The official institution GPA determined by WWU Registrar's Office is used for all qualitative measures.

### Additional Earned Credits

1. All credit hours applicable to the current degree pursuit attempted through study abroad programs, off-campus programs, and through consortium agreements with other institutional count in both attempted and earned calculations.
1. Transfer Students
  1. Transfer students with no grade history at WWU will enter on SAP Good Standing.
  2. Transfer students with grade history at WWU may be evaluated upon re-admittance.
  3. Complete academic transcripts for work attempted at other institutions are expected to be submitted to the Office of Enrollment Services before the beginning of the first semester at WWU. A standard SAP calculation including this work and WWU hours will be run by the next scheduled increment.
  4. All accepted transfer hours will show as hours attempted and earned.
  5. Students failing SAP will be placed on SAP Suspension and they are ineligible for financial aid during the period of suspension. (See Appeals and Reinstatement)

### Re-admit Student

1. Former WWU students who were not enrolled at WWU for the most recent semester will re-enter at the Title IV SAP status earned at the end of their last WWU enrollment.



### Appeals and Reinstatement

1. SAP Suspension may be appealed if unusual and/or mitigating circumstances affected academic progress. Such circumstances may include a severe illness or injury to the student or an immediate family member, the death of a student's relative, student activation into military service or other circumstances as deemed appropriate for consideration by the SAP Appeals Committee.
2. To appeal the student must submit a letter to the Student Financial Services Office no later than 15 business days before the beginning of the semester for which reinstatement is desired. This should explain in detail why they failed to meet the minimum academic standards, what unusual and/or mitigating circumstances caused the failure and how their situation has improved.
3. The SAP Appeals committee decision result will be sent to the student by mail or electronic means.
4. Appeal approvals will give the conditions and timeframe for maintaining aid eligibility.
5. Students with approved appeals will be placed on SAP probation for the next enrollment period. At the end of that enrollment period, the student's SAP status will be reevaluated. In order for the student to remain eligible for financial aid, the student must be meeting the SAP standards or successfully following the academic plan provided in the SAP probation letter.
6. SAP Appeals committee decisions cannot be appealed to another source.
7. Students who raise their cumulative standards to equal or exceed the minimum requirements should contact the Director of Student Financial Services to see if they may be reinstated to SAP Good Standing from that point forward.
8. The SAP Appeals committee members are the Dean of Student Life, Academic Dean, Registrar, and Director of Student Financial Services.

### Second Baccalaureate Degrees

William Woods University does, under specified circumstances and conditions, admit students to the undergraduate program to study for a second baccalaureate degree. A second baccalaureate degree, in addition to other requirements, requires the possession of a completed baccalaureate prior to admission and no less than 30 credit hours of academic work through William Woods University.

The University does not permit, under any circumstances or conditions, simultaneous study for two baccalaureate degrees. Students who pursue double majors with different degree designations must select one or the other degree designation. They may not select both. A double major does not constitute a double degree or a second degree.

### Study Abroad

Through cooperative arrangements with institutions and universities abroad, undergraduate students have opportunities for accredited foreign study available to all qualified students. Students must first meet with their academic advisors to see how foreign study fits into their degree plan. They must then be approved for study abroad by the Office of the Registrar and the Study Abroad Coordinator. William Woods University participates in study abroad sponsored by Arcadia Center for Education Abroad, American Institute for Foreign Study, Cultural Experiences Abroad, and most institutions listed in Peterson's Study Abroad Catalog. The University occasionally sponsors its own courses abroad during intersession, the spring semester, and in the summer.

Those students interested in studying abroad should meet with the Study Abroad Coordinator as early as possible to complete an application for Study Abroad to assure that financial aid will be available and the transfer of credits to a student's transcript.

### Transfer of General Education

All William Woods University undergraduate students complete a General Education program. Upon completion of General Education courses, students are expected to possess the knowledge and skills to meet the University's general education objectives and the statewide general education goals. The statewide general education guidelines consist of a 42 semester-hour block set up to ensure an ease of transferability of general education credit among signatory institutions within the state. Students who have completed the 42 semester-hour block may request to have a notation printed on their transcript.

Meeting General Education requirements with completed Associate of Arts degrees.

Students may transfer in an Associate of Arts degree during their enrollment at William Woods to meet and complete General Education requirements. The residency rule would remain in effect.

### Undergraduate Classification

Undergraduate students are classified as one of the following:

Freshmen--Those who have earned fewer than 29 credit hours prior to the start of the semester in which they are currently enrolled.

Sophomore--Those who have earned at least 30 hours but not more than 59 hours prior to the start of the semester in which they are currently enrolled.

Junior--Those who have earned at least 60 hours but not more than 89 hours prior to the start of the semester in which they are currently enrolled.

Senior--Those who have earned 90 or more credit hours prior to the start of the semester in which they are currently enrolled.

Note that developmental courses (those beginning with a 0 in the course number) do not apply toward hours earned.

### Waiver of Undergraduate Degree Requirements

Waivers or substitutions of major or minor requirements must be authorized by the School Director, Request submitted by academic advisor on the OwlNet form "course substitution" available under faculty forms. However, the requirements for total credit hours, and grade point average or 2.0 or better may not be waived.

## Graduate Policies

### Academic Warning/Probation/Suspension - Graduate Students

#### Warning:

Any student who earns a grade of C in any course will receive notice of academic warning.

#### Probation:

A student whose cumulative grade point average falls below 3.00 will be placed on academic probation.

#### Suspension:

Students whose performance fails to meet program or University academic standards may be suspended. A suspended student may not apply for readmission to the University for at least one academic year.

Should the student receive a second suspension, the student will be dismissed .

### Change in Graduate Degree Program

Students admitted to one graduate degree program of the University may not change to another graduate degree program of the University without first applying for admission to that program and satisfying all admission requirements for that program.

### Concurrent Enrollment in Other Graduate Programs

The University cannot effectively limit or prevent the concurrent enrollment of its graduate students at other graduate-level institutions. Graduate credit granted by other institutions under such circumstances may not be applied to University graduate program requirements unless prior approval for enrollment is received from the Registrar. Credits received for the completion of graduate work not previously approved by the Registrar will not be considered for acceptance. Graduate work completed at other institutions during periods of academic suspension will not be considered for acceptance.

If credits awarded during concurrent enrollment are to be employed by the student to satisfy prerequisites for University graduate programs, prior approval to ensure satisfaction of prerequisites requirements must be obtained from the University Registrar .

### Degree Candidacy Graduate Students

#### The Master Degree

William Woods University confers the Master of Business Administration (MBA), the Master of Education (MED) in Athletic Administration, Elementary or Secondary Administration, Curriculum and Instruction, Equestrian Education, and Teaching and Technology.

The MBA and MED degrees are designed for students who have successfully completed an academic program at the baccalaureate level and who desire to continue study at a higher level. The degree generally requires a higher level of responsibility and independence from the student. This is reflected in course projects, research in the field, working with teams, individual projects, and the successful completion of capstone presentations and field experiences. The degree requires a high level of understanding of the theoretical foundation of the discipline, a specificity of focus on a specific area of

knowledge, as well as the ability to apply theory to practice. The degree also demands a high level of critical thinking and evaluation skills.

#### The Education Specialist Degree

William Woods University offers the Education Specialist degree (Ed.S.). The Ed.S. is a master plus thirty hour program that builds upon the skills developed in the MED degree. The degree is designed for advanced leadership training for those who desire to become leaders for change in the classroom or in the administration of a school district. In general, this degree has all of the expectations of the Master Degree with more emphasis on critical problem solving in a K-12 setting. In addition, the degree requires a deeper understanding of the legal and ethical issues facing K-12 education. This program meets state and national standards.

#### The Doctorate of Educational Leadership

At William Woods University, the degree Doctor of Educational Leadership is awarded to students who have successfully completed all requirements for the degree. In general, the doctorate level of study requires the student to research the latest theories in educational leadership, determine how those theories apply to current leadership issues, and contribute to the field of educational leadership. The doctorate requires independent research, application, and design. The dissertation process requires independent motivation, the ability to evaluate the literature related to the area of research, and complete a dissertation that is successfully defended before a committee of graduate faculty.

Upon successful passage of the comprehensive exam for the Ed.D., the student is considered a candidate for the degree and is entitled to use the ABD designation (All But Dissertation).

#### Doctoral Student Continuous Enrollment

Doctoral students are required to maintain continuous enrollment at William Woods University. Students must be registered from the time they begin the program until they successfully defend their dissertation. If a student withdraws from the University or fails to enroll each semester, they will be charged a EdD Continuous Enrollment fee upon their return. This includes students who are dropped for non payment. This fee will equal the cost of one credit hour, with fees, for every semester they have not been enrolled. It should be noted that students are still required to complete their dissertation within five years of successfully completing the Comprehensive Exam.

Only after the EdD continuous enrollment fee is paid will the student be reassigned a dissertation supervisor who may or may not be the one with whom the student was working previously.

#### General Requirement for Graduate Degree

The final authority in determining fulfillment of graduation requirements for graduate degrees offered by the University is the Office of the Registrar.

#### Grading Standard for Graduate Programs

Graduate students are expected to perform at a consistently high level, to demonstrate substantial mastery of required tasks, and to exhibit the capacity for flexibility and adaptiveness in applying concepts and skills to the definition and solution of new, non-routine, and highly complex programs. Demonstration of these attributes in graduate course work is acknowledged through the award of a grade of B or higher.

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Grade Point Averages are used in determining suitability for continued study or for degree conferred. The Graduate College requires a graduate grade point average of 3.00 for program continuation and for degree conferral. The Graduate College awards the following grades: A, B, C, and F

A grade of C in any graduate course results in a letter warning the student that no more than three credit hours of C work may be applied toward degree credit hour requirements and that a cumulative 3.0 GPA is required for degree conferral .

A second grade of C requires that the course be repeated as a condition of continuance, and the student is placed on Academic Probation until the second C is retaken with a B or higher grade. If the student does not receive a B or higher grade or the student received a subsequent C or lower grade, the student will be suspended for one calendar year and must complete and Application of Readmission.

### Graduate Admission

U.S. citizens and U.S. permanent residents wishing to be considered for admission to Regular or Provisional Standing must submit a completed application online for admission to a specific graduate program. A complete application for admission consists of the following:

1. A completed William Woods University Graduate Admission Application Form.
2. Official copies of qualifying transcripts verifying degree level and cumulative GPA as required for the program in which they intend to study.

Applicants seeking admission to a:

- Master degree – submit an official undergraduate level transcript as well as official transcript(s) from any graduate school(s) attended if transfer credit is desired.
  - Specialist degree – submit an official master level transcript as well as official transcript(s) from any graduate school(s) attended if transfer credit is desired.
  - Doctoral degree – submit an official specialist level transcript.
3. Additional requirements, such as letters of recommendation, summaries of professional experience, documentation of certification as required by various programs.

#### Levels of Admission

Regular Admission : The applicant meets all requirements for admission.

Provisional Admission : Students admitted provisionally need to do one or both of the following, as directed in their letter of admission:

1. Complete program prerequisites by the date provided in the letter of admission .
2. Earn grades no lower than a B in first nine hours of graduate degree requirements. This requirement may be assigned to students who do not meet all program admission requirements.

Graduate Special – Non Degree Seeking : Students who wish to take a course or two but do not want to complete a degree program may be admitted as a Graduate Special Classification. A prospective student must submit a completed Graduate Admission Application ;Form and an official transcript showing the

appropriate degree to be eligible for course(s) desired. Graduate Special students should work with the Graduate Advisor to schedule/register for desired course(s).

#### Inclement Weather Policy for Graduate Programs

Every reasonable effort should be made to have class when it is safe to do so. With sites located throughout the state, it is impossible to develop a weather policy that will work in all areas at all times. Therefore, it is the responsibility of the faculty facilitator and class representative to determine if weather conditions are widespread and severe enough to warrant cancellation.

Classes that are cancelled due to inclement weather will be required to be rescheduled.

If weather conditions warrant cancellation of a class at a specific site, the established communication chain for the relevant group(s) will be activated.

#### Second Graduate Degree

William Woods University does, under specified circumstances and conditions, admit students to study for a second Master or Specialist degree. A second Master or Specialist degree, in addition to other requirements, requires the possession of a completed Master/Specialist degree prior to admission and no less than 21 credit hours of academic work subsequent to the award of the first degree.

The University does not permit, under any circumstances or conditions, simultaneous study for two graduate degrees. Students who pursue two MED/EDS majors simultaneously would be considered a double major under pursuit of one degree. A double major does not constitute a double degree or a second degree.

## Undergraduate Degree Programs

### B.S.N. Bachelor of Science in Nursing

The Bachelor of Science in Nursing is presently a degree completion program designed for those that are already state licensed RNs and have completed an Associate's Degree or Diploma program. This degree is designed to further the knowledge and management skills of employees and managers whose previous educational background is primarily practice based.

William Woods University designs all undergraduate completion programs to be completed within 2 years of study.

### A.A. Associate of Arts

The Associate of Arts (A.A.) is a 61-hour degree rooted in the University's General Education curriculum. Program completion qualifies a student for admission into a bachelor's program of the University and meets the institution's General Education requirements

William Woods University designs all undergraduate Associate degree programs to be completed within 2 years of study.

### A.S. Associate of Science

The Associate of Science (A.S.) is a 68-hour degree rooted in a scientific or technical field. It meets the institution's General Education requirements.

William Woods University designs all undergraduate Associate degree programs to be completed within 2 years of study.

### B.A. Bachelor of Arts

B.A. art majors have the opportunity to gain a solid foundation in traditional art processes and techniques. They learn to appreciate, produce, and understand the arts in historical and cultural contexts. The Bachelor of Arts degree Visual Art majors choose from one of three concentrations: Art Education; Photography, or Studio Arts. Studio and photography majors take art electives focusing in their area of interest. The Art Education concentration provides future K-12 art teachers with the ability to design curriculum specific to the visual arts, while exploring a wide variety of art processes.

William Woods University designs all undergraduate Bachelor degree programs to be completed within 4 years of study.

Total Hours 40

### B.F.A. Bachelor of Fine Arts

The Bachelor of Fine Arts program prepares students for both professional and higher educational opportunities in the art world. BFA students gain a solid foundation in a variety of art processes and techniques, along with an understanding of the arts from both an historical and a cultural perspective. Students have the opportunity to focus on specific areas of painting, drawing, sculpture, or ceramics while developing their own personal aesthetic.

William Woods University designs all undergraduate Bachelor degree programs to be completed within 4 years of study.

**B.S. Bachelor of Science**

The Bachelor of Science degree usually includes a major of 42 to 60 credits. This degree does not require a minor. Majors associated with the bachelor of science degree best serve students interested in preparation for more immediate career opportunities and provide more extensive course work with an applied emphasis.

William Woods University designs all undergraduate Bachelor degree programs to be completed within 4 years of study.

**B.S.W. Bachelor of Social Work**

The Bachelor of Social Work degree includes a major of 48 credit hours. It does not require a minor

William Woods University designs all undergraduate Bachelor degree programs to be completed within 4 years of study.



## Undergraduate Majors

### Accounting BS

Accounting - 57 Credits

The requirements of the Accounting major are designed to prepare students for careers in business and industry accounting, internal auditing, government accounting, not-for-profit accounting and management. Students who are interested in a career as a certified public accountant (CPA) must meet the specific requirements that pertain to the state where they wish to practice.

Core Credits: 57.00

Course Code	Course Description	Credit Hours	Required / Elective
ACC 240	Principles of Accounting I	3.00	Required
ACC 241	Principles of Accounting II	3.00	Required
ACC 312	Intermediate Accounting I	3.00	Required
ACC 319	Taxation for Entrepreneurs	3.00	Required
ACC 322	Intermediate Accounting II	3.00	Required
ACC 343	Cost and Managerial Accounting	3.00	Required
ACC 412	Advanced Productivity Tools	3.00	Required
ACC 430	Investments with Financial Statement Analysis	3.00	Required
ACC 441	Auditing	3.00	Required
BUS 214	Business Ethics -E	3.00	Required
BUS 335	Business Law	3.00	Required
BUS 415	Corporate Finance	3.00	Required
ECN 251	Macroeconomics -S	3.00	Required
ECN 252	Microeconomics -S	3.00	Required
MAT 114	Elementary Statistics -M	3.00	Required
MIS 125	Productivity Tools	3.00	Required
	ACC/BUS Elective - 9 credits (must complete at least 3 internship credits)		
	Internship Electives - must complete at least 3 credits		

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ACC 403	ACC Internship III	3.00	Elective
ACC 404	ACC Internship IV	4.00	Elective
ACC 405	ACC Internship V	5.00	Elective
ACC 406	ACC Internship VI	6.00	Elective
ACC 407	ACC Internship VII	7.00	Elective
ACC 408	ACC Internship VIII	8.00	Elective
ACC 409	ACC Internship IX	9.00	Elective
ACC 410	ACC Internship X	10.00	Elective
ACC 411	ACC Internship XI	11.00	Elective
	Non-Internship Electives		
ACC 200	Introductory Project	3.00	Elective
ACC 300	Independent Study	3.00	Elective
ACC 400	Advanced Projects	3.00	Elective
BUS 307	Retail Management	3.00	Elective
BUS 324	Personal Finance	3.00	Elective
BUS 351	Principles of Management	3.00	Elective
BUS 450	Business Policy and Procedures	3.00	Elective

**Art BA**

Art - 40 to 87 Credits (Core - 19 Credits and Selected Concentration - 21 to 68 Credits)

B.A. art majors have the opportunity to gain a solid foundation in traditional art processes and techniques. They learn to appreciate, produce, and understand the arts in historical and cultural contexts. The Bachelor of Arts degree Visual Art majors choose from one of three concentrations: Art Education, Photography, or Studio Arts. Studio and photography majors take art electives focusing in their area of interest. The Art Education concentration provides future K-12 art teachers with the ability to design curriculum specific to the visual arts, while exploring a wide variety of art processes.

Core Credits: 19.00

Course Code	Course Description	Credit Hours	Required / Elective
ART 105	Basic Design -A	3.00	Required

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ART 110	Drawing I -A	3.00	Required
ART 115	Color and Light -A	3.00	Required
ART 210	Portfolio Development	1.00	Required
ART 230	Survey Of Western Art I -A	3.00	Required
ART 231	Survey of Western Art II -A	3.00	Required
ART 470	Senior Practicum	3.00	Required

**Concentrations**

**Art Education Concentratn**

Art Education Concentration (K-12) - 68 Credits (Required Content Knowledge - 24 Credits and Required Professional Education - 44 Credits)

Students who plan to teach Art grades K-12 in Missouri must complete the Art Education sequence of courses and the requirements for Secondary Certification (50 hours).

\*Students must have applied and received admission to the Teacher Education Program in order to take 400 level courses. Please speak with your advisor or the department of education if you have questions.

Education majors must complete all major courses, including concentration and secondary certification courses (if applicable), with a final grade of 'C' or better.

Core Credits: 68.00

Course Code	Course Description	Credit Hours	Required / Elective
ART 206	Painting I -A	3.00	Required
ART 208	Sculpture I	3.00	Required
ART 212	Printmaking I	3.00	Required
ART 215	Weaving & Fiber Arts I -A	3.00	Required
ART 222	Ceramics I -A	3.00	Required
ART 282	Teaching Art in Elementary School	3.00	Required
ART 346	Digital Art	3.00	Required
ART 418	ART Methods of Teaching	3.00	Required

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	Required Professional Education Courses - 44 Credits		
EDU 201	Multicultural Education	3.00	Required
EDU 211	Educational Technology I	3.00	Required
EDU 231	Exceptional Child	3.00	Required
EDU 250	Foundations of Education	3.00	Required
EDU 291	Beginning Clinical Experience	2.00	Required
EDU 392	Reading & Wrtnng in the Content Area	3.00	Required
EDU 395	Intermediate Clinical Experience	3.00	Required
EDU 422	Measurement & Assessment in Eductn	3.00	Required
EDU 441	Student Centered Reading & Writing	3.00	Required
EDU 453	Classroom Management	3.00	Required
EDU 492	Educational Seminar	3.00	Required
EDU 499	Supervised Teaching (Secondary)	9.00	Required
PSY 221	Educational Psychology -S	3.00	Required
PSY 226	Child and Adolescent Development -S	3.00	Required

**Photography Concentration**

Art Photography - 21 Credits

Core Credits: 21.00

Course Code	Course Description	Credit Hours	Required / Elective
ART 256	Digital Imaging	3.00	Required
ART 326	Studio Photography	3.00	Required
ART 346	Digital Art	3.00	Required
	Art Elective - 12 Credits		
ART 101	Introduction To Art -A	3.00	Elective

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ART 111	Drawing II	3.00	Elective
ART 120	Art Appreciation -A	3.00	Elective
ART 200	Introductory Project	3.00	Elective
ART 202	Fundamentals of Graphic Design	3.00	Elective
ART 206	Painting I -A	3.00	Elective
ART 207	Painting II	3.00	Elective
ART 208	Sculpture I	3.00	Elective
ART 209	Sculpture II	3.00	Elective
ART 212	Printmaking I	3.00	Elective
ART 213	Printmaking II	3.00	Elective
ART 215	Weaving & Fiber Arts I -A	3.00	Elective
ART 216	Weaving & Fiber Arts II	3.00	Elective
ART 220	Water-based Painting I -A	3.00	Elective
ART 221	Water-based Painting II	3.00	Elective
ART 222	Ceramics I -A	3.00	Elective
ART 223	Ceramics II -A	3.00	Elective
ART 233	Women, Art & Society -A	3.00	Elective
ART 250	Typography	3.00	Elective
ART 282	Teaching Art in Elementary School	3.00	Elective
ART 300	Independent Study	3.00	Elective
ART 303	Intermediate Graphic Design	3.00	Elective
ART 306	Painting III	3.00	Elective
ART 307	Painting IV	3.00	Elective
ART 308	Sculpture III	3.00	Elective
ART 309	Sculpture IV	3.00	Elective
ART 310	Drawing III	3.00	Elective
ART 311	Drawing IV	3.00	Elective
ART 312	Printmaking III	3.00	Elective

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ART 313	Printmaking IV	3.00	Elective
ART 320	Waterbased Painting III	3.00	Elective
ART 321	Waterbased Painting IV	3.00	Elective
ART 322	Ceramics III	3.00	Elective
ART 323	Ceramics IV	3.00	Elective
ART 331	Modern and Contemporary Art	3.00	Elective
ART 332	Publication Design	3.00	Elective
ART 366	Interdisciplinary Honors Studies	3.00	Elective
ART 390	ART Internship I	3.00	Elective
ART 391	ART Internship (1 credit)	1.00	Elective
ART 400	Advanced Projects	3.00	Elective
ART 418	ART Methods of Teaching	3.00	Elective
ART 432	Real World Graphic Design Studio	3.00	Elective
ART 451	ART Internship II	3.00	Elective
ART 452	ART Internship III	6.00	Elective

**Studio Art Concentration**

Studio Art Concentration - 21 Credits

Core Credits: 21.00

Course Code	Course Description	Credit Hours	Required / Elective
ART 206	Painting I -A	3.00	Required
ART 208	Sculpture I	3.00	Required
	Art Electives - 12 Credits		
ART 101	Introduction To Art -A	3.00	Elective
ART 111	Drawing II	3.00	Elective
ART 120	Art Appreciation -A	3.00	Elective

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ART 200	Introductory Project	3.00	Elective
ART 202	Fundamentals of Graphic Design	3.00	Elective
ART 207	Painting II	3.00	Elective
ART 209	Sculpture II	3.00	Elective
ART 212	Printmaking I	3.00	Elective
ART 213	Printmaking II	3.00	Elective
ART 215	Weaving & Fiber Arts I -A	3.00	Elective
ART 216	Weaving & Fiber Arts II	3.00	Elective
ART 220	Water-based Painting I -A	3.00	Elective
ART 221	Water-based Painting II	3.00	Elective
ART 222	Ceramics I -A	3.00	Elective
ART 223	Ceramics II -A	3.00	Elective
ART 250	Typography	3.00	Elective
ART 256	Digital Imaging	3.00	Elective
ART 282	Teaching Art in Elementary School	3.00	Elective
ART 300	Independent Study	3.00	Elective
ART 303	Intermediate Graphic Design	3.00	Elective
ART 306	Painting III	3.00	Elective
ART 307	Painting IV	3.00	Elective
ART 308	Sculpture III	3.00	Elective
ART 309	Sculpture IV	3.00	Elective
ART 310	Drawing III	3.00	Elective
ART 311	Drawing IV	3.00	Elective
ART 312	Printmaking III	3.00	Elective
ART 313	Printmaking IV	3.00	Elective
ART 320	Waterbased Painting III	3.00	Elective
ART 321	Waterbased Painting IV	3.00	Elective
ART 322	Ceramics III	3.00	Elective

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ART 323	Ceramics IV	3.00	Elective
ART 326	Studio Photography	3.00	Elective
ART 332	Publication Design	3.00	Elective
ART 346	Digital Art	3.00	Elective
ART 366	Interdisciplinary Honors Studies	3.00	Elective
ART 390	ART Internship I	3.00	Elective
ART 391	ART Internship (1 credit)	1.00	Elective
ART 400	Advanced Projects	3.00	Elective
ART 418	ART Methods of Teaching	3.00	Elective
ART 432	Real World Graphic Design Studio	3.00	Elective
ART 451	ART Internship II	3.00	Elective
ART 452	ART Internship III	6.00	Elective
	Art History Elective - 3 Credits		
ART 233	Women, Art & Society -A	3.00	Elective
ART 331	Modern and Contemporary Art	3.00	Elective

**ASL - English Interpreting BA/BS**

ASL-English Interpreting - 57 Credits

The interpreting program prepares students to effectively communicate and interpret between American Sign Language (ASL) and English. Practicum experiences are provided in educational, medical, vocational and other settings. The program also provides for interaction with students at the Missouri School for the Deaf, the local deaf community, and deaf instructors and tutors in a state-of-the-art interpreting lab.

Students must earn a grade of 'C' or better to continue on in their sequence of majors courses. If a student does not receive a grade of 'C' or better, they will be invited to repeat the course. The curriculum is designed for classes to layer information and skill, thus lack of skill development in a prerequisite course will not lead to success in future work. For example: If a student receives a 'C' in Interpreting II they may go on to Interpreting III. If a student receives a 'D' in Interpreting II, they will be invited to repeat the course until they earn a grade of 'C' or better.

Core Credits: 57.00



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Course Code	Course Description	Credit Hours	Required / Elective
ASL 101	Career Seminar in ASL Studies	3.00	Required
ASL 120	Deaf Culture -D	3.00	Required
ASL 220	Ethics and Decision Making - E	3.00	Required
ASL 345	American Sign Language VI	3.00	Required
ASL 425	Linguistics of American Sign Lang	3.00	Required
ASL 430	ASL Literature	3.00	Required
ITP 211	Theory of Interpretation	3.00	Required
ITP 217	Comparative Translation	3.00	Required
ITP 301	Interpreting I	3.00	Required
ITP 310	Interpreting in Advanced Settings I	3.00	Required
ITP 351	Interpreting II	3.00	Required
ITP 375	Interpreting III	3.00	Required
ITP 380	Interpreting IV	3.00	Required
ITP 410	Interpreting in Advanced Setting II	3.00	Required
ITP 450	Senior Capstone	3.00	Required
ITP 451	Field Practicum I	3.00	Required
ITP 452	Field Practicum II	3.00	Required
	Social Service Elective - 3 Credits		
PSY 221	Educational Psychology -S	3.00	Elective
PSY 226	Child and Adolescent Development -S	3.00	Elective
SCA 353	Race and Ethnicity -D	3.00	Elective
SWK 273	Crime Victimization in America	3.00	Elective
SWK 274	Mental Health Services & Policies	3.00	Elective
SWK 316	Human Behavior in the Environment I	3.00	Elective
SWK 317	Human Behavior in Environment II	3.00	Elective
SWK 338	Social Welfare Policy	3.00	Elective
	Grammar/Rhetoric Elective - 3 Credits		

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ENG 222	Introduction to Rhetoric -L	3.00	Elective
ENG 301	Grammar and Syntax	3.00	Elective
ENG 411	Rhetorical Analysis and Criticism	3.00	Elective

**ASL Studies BA**

American Sign Language (ASL) Studies - 45 Credits

Students must earn a grade of “C” or better to continue on in their sequence of majors courses. If a student does not receive a grade of “C” or better, they will be invited to repeat the course. The curriculum is designed for classes to layer information and skill, thus lack of skill development in a prerequisite course will not lead to success in future work. For example: If a student receives a “C” in ASL II they may go on to ASL III. If a student receives a “D” in ASL II, they will be invited to repeat the course until they earn a grade of “C” or better.

Core Credits: 45.00

Course Code	Course Description	Credit Hours	Required / Elective
ASL 101	Career Seminar in ASL Studies	3.00	Required
ASL 105	American Sign Language I -D	3.00	Required
ASL 120	Deaf Culture -D	3.00	Required
ASL 145	American Sign Language II	3.00	Required
ASL 205	American Sign Language III	3.00	Required
ASL 220	Ethics and Decision Making - E	3.00	Required
ASL 240	Fingerspelling & Numbers	3.00	Required
ASL 245	American Sign Language IV	3.00	Required
ASL 305	American Sign Language V	3.00	Required
ASL 316	Linguistics Non-Manual Mrkrs in ASL	3.00	Required
ASL 345	American Sign Language VI	3.00	Required
ASL 425	Linguistics of American Sign Lang	3.00	Required
ASL 430	ASL Literature	3.00	Required
ASL 450	Senior Capstone	3.00	Required
	Social Service Elective - 3 Credits		

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PSY 221	Educational Psychology -S	3.00	Elective
PSY 226	Child and Adolescent Development -S	3.00	Elective
SCA 353	Race and Ethnicity -D	3.00	Elective
SWK 273	Crime Victimization in America	3.00	Elective
SWK 274	Mental Health Services & Policies	3.00	Elective
SWK 316	Human Behavior in the Environment I	3.00	Elective
SWK 317	Human Behavior in Environment II	3.00	Elective
SWK 338	Social Welfare Policy	3.00	Elective

**Business Administration BS**

Business Administration - 63 Credits (Core - 48 Credits and Selected Concentration - 15 Credits)

The curriculum includes a core of courses and a selected concentration (15 credits) in one of the following areas: accounting and financial services, advertising and marketing, entrepreneurial management "only offered online", Leadership "only offered online", management, and management of Information Systems. Qualified students are encouraged to pursue a business-related internship. BMT517, BMT539, BMT545 and BMT580 may be taken and counted towards a student's 122 required hours and then transferred into the MBA program upon graduation. Students, who want to complete the 5-year MBA option, should work with their advisors to plan to complete these first 4 courses during their final fall & spring undergraduate semesters. (Two courses in fall/spring and two courses in spring/fall) The remaining 6 courses will be completed the fifth year of your MBA. Students can complete the courses either on campus or online.

Core Credits: 48.00

Course Code	Course Description	Credit Hours	Required / Elective
ACC 240	Principles of Accounting I	3.00	Required
ACC 241	Principles of Accounting II	3.00	Required
BUS 206	Entrepreneurship	3.00	Required
BUS 231	Risk Management and Insurance	3.00	Required
BUS 321	Principles of Marketing	3.00	Required
BUS 324	Personal Finance	3.00	Required
BUS 332	Business Communications	3.00	Required

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BUS 335	Business Law	3.00	Required
BUS 351	Principles of Management	3.00	Required
BUS 415	Corporate Finance	3.00	Required
ECN 251	Macroeconomics -S	3.00	Required
ECN 252	Microeconomics -S	3.00	Required
MAT 114	Elementary Statistics -M	3.00	Required
MIS 125	Productivity Tools	3.00	Required
	Business Ethics Elective - 3 Credits		
BUS 214	Business Ethics -E	3.00	Elective
BUS 329	Managerial Ethics -E	3.00	Elective
	Capstone Requirement - 3 Credits		
BUS 450	Business Policy and Procedures	3.00	Elective
BUS 499	Managerial Policies and Procedures	3.00	Elective

**Concentrations**

**Advertising & Marketing**

Advertising & Marketing Concentration - 15 Credits

Core Credits: 15.00

Course Code	Course Description	Credit Hours	Required / Elective
BUS 309	Salesmanship	3.00	Required
BUS 403	BUS Internship III	3.00	Required
BUS 428	Public Relations	3.00	Required
BUS 431	Advertising	3.00	Required
BUS 461	Marketing Research	3.00	Required

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Accounting & Financl Srvc

Accounting and Financial Services Concentration - 15 Credits

Core Credits: 15.00

Course Code	Course Description	Credit Hours	Required / Elective
ACC 319	Taxation for Entrepreneuers	3.00	Required
ACC 412	Advanced Productivity Tools	3.00	Required
ACC 430	Investments with Financial Statement Analysis	3.00	Required
BUS 403	BUS Internship III	3.00	Required
ECN 325	Money and Banking	3.00	Required

Entrepreneurial Managemnt

Entrepreneurial Management Concentration - 15 Credits

\*\*Offered only online\*\*

Core Credits: 15.00

Course Code	Course Description	Credit Hours	Required / Elective
ACC 319	Taxation for Entrepreneuers	3.00	Required
BUS 315	Customer Service	3.00	Required
BUS 357	Non-profit Management	3.00	Required
BUS 475	Human Resources Administration	3.00	Required
LDR 301	Leadership	3.00	Required

Leadership

Leadership Concentration - 15 Credits

\*\*Only offered online\*\*

Core Credits: 15.00

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Course Code	Course Description	Credit Hours	Required / Elective
LDR 301	Leadership	3.00	Required
LDR 345	Leading Teams	3.00	Required
LDR 350	Change Leadership	3.00	Required
LDR 450	Ethics in Leadership	3.00	Required
LDR 475	Leadership Theory	3.00	Required

**Management**

Management Concentration - 15 Credits

Core Credits: 15.00

Course Code	Course Description	Credit Hours	Required / Elective
BUS 307	Retail Management	3.00	Required
BUS 403	BUS Internship III	3.00	Required
BUS 421	Organizational Behavior	3.00	Required
ECN 421	Managerial Economics	3.00	Required
	Upper Level Elective - 3 Credits		
ACC 312	Intermediate Accounting I	3.00	Elective
ACC 319	Taxation for Entrepreneurs	3.00	Elective
ACC 343	Cost and Managerial Accounting	3.00	Elective
ACC 412	Advanced Productivity Tools	3.00	Elective
ACC 441	Auditing	3.00	Elective
BUS 309	Salesmanship	3.00	Elective
BUS 428	Public Relations	3.00	Elective
BUS 431	Advertising	3.00	Elective
BUS 461	Marketing Research	3.00	Elective
ECN 325	Money and Banking	3.00	Elective

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MIS 325	Website Development	3.00	Elective
MIS 350	Project Management	3.00	Elective
MIS 370	MIS Advanced Projects	3.00	Elective
MIS 400	Advanced Projects	3.00	Elective
MIS 401	MIS Internship I	1.00	Elective
MIS 402	MIS Internship II	2.00	Elective
MIS 404	MIS Internship IV	4.00	Elective
MIS 405	MIS Internship V	5.00	Elective
MIS 406	MIS Internship VI	6.00	Elective
MIS 407	MIS Internship VII	7.00	Elective
MIS 408	MIS Internship VIII	8.00	Elective
MIS 409	MIS Internship IX	9.00	Elective
MIS 410	MIS Internship X	10.00	Elective
MIS 411	MIS Internship XI	11.00	Elective
MIS 412	MIS Internship XII	12.00	Elective
MIS 425	Enterprise Collaboration Software	3.00	Elective
MIS 450	Systems Analysis	3.00	Elective

**Management Info Systems**

Management Information Systems Concentration - 15 Credits

Core Credits: 15.00

Course Code	Course Description	Credit Hours	Required / Elective
MIS 225	Database Management Systems	3.00	Required
MIS 325	Website Development	3.00	Required
MIS 350	Project Management	3.00	Required
MIS 403	MIS Internship III	3.00	Required

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	Upper Level Elective - 3 Credits		
ACC 312	Intermediate Accounting I	3.00	Elective
ACC 319	Taxation for Entrepreneurs	3.00	Elective
ACC 343	Cost and Managerial Accounting	3.00	Elective
ACC 412	Advanced Productivity Tools	3.00	Elective
ACC 441	Auditing	3.00	Elective
BUS 307	Retail Management	3.00	Elective
BUS 309	Salesmanship	3.00	Elective
BUS 421	Organizational Behavior	3.00	Elective
BUS 428	Public Relations	3.00	Elective
BUS 431	Advertising	3.00	Elective
BUS 461	Marketing Research	3.00	Elective
ECN 325	Money and Banking	3.00	Elective
ECN 421	Managerial Economics	3.00	Elective
MIS 400	Advanced Projects	3.00	Elective
MIS 401	MIS Internship I	1.00	Elective
MIS 402	MIS Internship II	2.00	Elective
MIS 404	MIS Internship IV	4.00	Elective
MIS 405	MIS Internship V	5.00	Elective
MIS 406	MIS Internship VI	6.00	Elective
MIS 407	MIS Internship VII	7.00	Elective
MIS 408	MIS Internship VIII	8.00	Elective
MIS 409	MIS Internship IX	9.00	Elective
MIS 410	MIS Internship X	10.00	Elective
MIS 411	MIS Internship XI	11.00	Elective
MIS 412	MIS Internship XII	12.00	Elective
MIS 425	Enterprise Collaboration Software	3.00	Elective
MIS 450	Systems Analysis	3.00	Elective



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## Biology Education BS

Biology Education (9-12) - 91 Credits

The undergraduate education program at William Woods University is committed to the development of reflective teachers, who draw upon the skills, knowledge, and dispositions necessary for high-impact careers in the field. A variety of authentic experiential learning opportunities and vital partnerships with local school districts allow teacher candidates to apply the pedagogical principles introduced in their coursework. The WWU undergraduate education program continues to develop responsive and rigorous curriculum designed to engage students in the historical, cultural, political, social, psychological and technological aspects of teaching. With a small faculty dedicated to the success of each student, William Woods teacher candidates will find the program to be collaborative and learner-focused.

Core Credits: 91.00

Course Code	Course Description	Credit Hours	Required / Elective
BIO 114	General Biology I -N	4.00	Required
BIO 115	Gen Bio I Lab	0.00	Required
BIO 124	Gen Biology II -N	4.00	Required
BIO 125	Gen Bio II Lab	0.00	Required
BIO 209	Intr To Environmental Science -N	3.00	Required
BIO 231	Genetics	4.00	Required
BIO 232	Genetics Lab	0.00	Required
PHY 201	Physics I -N	4.00	Required
PHY 202	Physics I Lab	0.00	Required
PHY 203	Physics I Lab for transfer students	1.00	Required
SCI 205	The Scientific Enterprise -N	3.00	Required
SCI 230	Earth Science Lecture -N	3.00	Required
	Required Professional Education Courses - 50 hours		
BIO 418	BIO Methods of Teaching	3.00	Required
EDU 201	Multicultural Education	3.00	Required
EDU 211	Educational Technology I	3.00	Required

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EDU 231	Exceptional Child	3.00	Required
EDU 250	Foundations of Education	3.00	Required
EDU 291	Beginning Clinical Experience	2.00	Required
EDU 392	Reading & Wrtnng in the Content Area	3.00	Required
EDU 395	Intermediate Clinical Experience	3.00	Required
EDU 422	Measurement & Assessment in Eductn	3.00	Required
EDU 441	Student Centered Reading & Writing	3.00	Required
EDU 453	Classroom Management	3.00	Required
EDU 492	Educational Seminar	3.00	Required
EDU 499	Supervised Teaching (Secondary)	9.00	Required
PSY 221	Educational Psychology -S	3.00	Required
PSY 226	Child and Adolescent Development -S	3.00	Required
	Biology Elective - 12 Credits (must complete at least 4 A&P Credits and 4 Content Elective Credits)		
	Biology Electives: Anatomy & Physiology - 4 Credits		
BIO 313	Human Anatomy/Physiology I	4.00	Elective
BIO 314	Human Anatomy/Physiology I Lab	0.00	Elective
BIO 317	Comparative Vertebrate Anat/Phys	4.00	Elective
BIO 318	Comparative Vertebrt Anat/Phys La	0.00	Elective
	General Chemistry Elective - 4 Credits		
CHM 114	General Chemistry I -N	4.00	Elective
CHM 115	General Chemistry I Lab	0.00	Elective
CHM 116	General Chemistry I Lab transfer st	1.00	Elective
CHM 124	General Chemistry II -N	4.00	Elective
CHM 125	General Chemistry II Lab	0.00	Elective
	Biology Electives: Required Content Elective for Certification - 4 Credits		

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BIO 303	Microbiology	4.00	Elective
BIO 304	Microbiology Lab	0.00	Elective
BIO 310	Vertebrate Zoology	4.00	Elective
BIO 322	Vertebrate Zoology Lab	0.00	Elective
BIO 323	Human Anatomy/Physiology II	4.00	Elective
BIO 324	Human Anatomy/Physiology II Lab	0.00	Elective
BIO 330	Ecology	4.00	Elective
BIO 331	Ecology Lab	0.00	Elective
BIO 430	Tropical Ecology	4.00	Elective
BIO 431	Tropical Ecology Lab	0.00	Elective
	Biology Electives:Upper Level Biology		
BIO 300	Independent Study	3.00	Elective
BIO 390	BIO Internship I	3.00	Elective
BIO 400	Advanced Project	3.00	Elective
BIO 401	Evolution	3.00	Elective
BIO 405	Cell & Molecular Biology	4.00	Elective
BIO 406	Cell & Molecular Biology Lab	0.00	Elective
BIO 409	Conservation Biology	3.00	Elective
BIO 412	Human Diseases; Modern Understanding of Pathophysiology	3.00	Elective
BIO 413	Immunology	3.00	Elective
BIO 414	Molecular Biotechnology	4.00	Elective
BIO 415	Molecular Biotechnology Lab	0.00	Elective
BIO 421	Biology Laboratory Assistant	1.00	Elective
BIO 450	Biology Practicum	1.00	Elective
BIO 451	BIO Internship II	3.00	Elective
BIO 452	BIO Internship III	6.00	Elective

**Biology BA**

Biology B.A. - 49 Credits

Bachelor of Arts degree programs require a minor and a year of a foreign language. Students who plan to enter a graduate or professional school should consider taking organic chemistry, biochemistry, physics and two semesters of calculus, as well as careful selection of biology electives depending on future plans.

Core Credits: 49.00

Course Code	Course Description	Credit Hours	Required / Elective
BIO 114	General Biology I -N	4.00	Required
BIO 115	Gen Bio I Lab	0.00	Required
BIO 124	Gen Biology II -N	4.00	Required
BIO 125	Gen Bio II Lab	0.00	Required
BIO 231	Genetics	4.00	Required
BIO 232	Genetics Lab	0.00	Required
BIO 401	Evolution	3.00	Required
BIO 450	Biology Practicum	1.00	Required
CHM 114	General Chemistry I -N	4.00	Required
CHM 115	General Chemistry I Lab	0.00	Required
CHM 116	General Chemistry I Lab transfer st	1.00	Required
CHM 124	General Chemistry II -N	4.00	Required
CHM 125	General Chemistry II Lab	0.00	Required
CHM 314	Organic Chemistry I	4.00	Required
CHM 315	Organic Chemistry I Lab	0.00	Required
CHM 316	Organic Chemistry I Lab for Transfer Students	1.00	Required
	Math elective - 3 Credits		
MAT 124	Calculus I -M	5.00	Elective
MAT 304	Biological Statistics	3.00	Elective

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	Biology Elective - 18 Credits (must complete at least 4 A&P Credits and 4 Field Course Credits)		
	Biology Elective: Anatomy & Physiology Elective - 4 Credits		
BIO 313	Human Anatomy/Physiology I	4.00	Elective
BIO 314	Human Anatomy/Physiology I Lab	0.00	Elective
BIO 317	Comparative Vertebrate Anat/Phys	4.00	Elective
BIO 318	Comparative Vertebrt Anat/Phys La	0.00	Elective
	Biology Upper Level Electives		
BIO 300	Independent Study	3.00	Elective
BIO 303	Microbiology	4.00	Elective
BIO 304	Microbiology Lab	0.00	Elective
BIO 310	Vertebrate Zoology	4.00	Elective
BIO 322	Vertebrate Zoology Lab	0.00	Elective
BIO 323	Human Anatomy/Physiology II	4.00	Elective
BIO 324	Human Anatomy/Physiology II Lab	0.00	Elective
BIO 330	Ecology	4.00	Elective
BIO 331	Ecology Lab	0.00	Elective
BIO 366	Interdisciplinary Honors Studies	3.00	Elective
BIO 390	BIO Internship I	3.00	Elective
BIO 400	Advanced Project	3.00	Elective
BIO 405	Cell & Molecular Biology	4.00	Elective
BIO 406	Cell & Molecular Biology Lab	0.00	Elective
BIO 409	Conservation Biology	3.00	Elective
BIO 413	Immunology	3.00	Elective
BIO 414	Molecular Biotechnology	4.00	Elective
BIO 415	Molecular Biotechnology Lab	0.00	Elective
BIO 418	BIO Methods of Teaching	3.00	Elective

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BIO 421	Biology Laboratory Assistant	1.00	Elective
BIO 430	Tropical Ecology	4.00	Elective
BIO 431	Tropical Ecology Lab	0.00	Elective
	Biology Elective: Field Course Elective - 4 Credits		
BIO 310	Vertebrate Zoology	4.00	Elective
BIO 322	Vertebrate Zoology Lab	0.00	Elective
BIO 330	Ecology	4.00	Elective
BIO 331	Ecology Lab	0.00	Elective
BIO 430	Tropical Ecology	4.00	Elective
BIO 431	Tropical Ecology Lab	0.00	Elective

**Biology (BS) BS**

Biology B.S. - 66 to 75 Credits (36 Core Credits and 30 to 39 Concentration Credits)

Pre-Med Preparation Concentration - William Woods University experiences 100 percent acceptance into advanced professional degrees in medical school, pharmacy and physical therapy doctoral programs. Our Pre-Medicine concentration prepares students with the additional pre-requisite coursework they will need for admission to and success in their medical field of choice, including calculus, anatomy and physiology, chemistry and others.

Additional coursework in the humanities, psychology and/or sociology is recommended, especially writing intensive classes. Pre-Nursing Preparation Concentration - Programs in the natural sciences provide preparation for students interested in pursuing careers in nursing and other health-related fields. Although admission requirements may vary from school to school and from one health-related field to another, there are three general requirements requested by most professional schools which enhance the strength of a student's application. Our Pre-Nursing concentration prepares students with the additional pre-requisite coursework they will need for admission to and success in their nursing field of choice. \*Additional coursework in the humanities, psychology and/or sociology is recommended, especially writing intensive classes. Pre-Vet Preparation Concentration - Graduate schools for Veterinary Medicine are competitive, but William Woods University prepares its pre-veterinary students well. A popular program at William Woods University, we experience a high acceptance rate for students who have applied to colleges of veterinary medicine across the country.

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The William Woods University Center for Equine Medicine houses a full time doctor of veterinary medicine, where students can participate in hands-on classroom work and where William Woods University's nearly 200 horses will receive health care, including routine care, diagnosis and treatment.

Additional coursework in the humanities is recommended.

Core Credits: 36.00

Course Code	Course Description	Credit Hours	Required / Elective
BIO 114	General Biology I -N	4.00	Required
BIO 115	Gen Bio I Lab	0.00	Required
BIO 124	Gen Biology II -N	4.00	Required
BIO 125	Gen Bio II Lab	0.00	Required
BIO 231	Genetics	4.00	Required
BIO 232	Genetics Lab	0.00	Required
BIO 401	Evolution	3.00	Required
BIO 450	Biology Practicum	1.00	Required
CHM 114	General Chemistry I -N	4.00	Required
CHM 115	General Chemistry I Lab	0.00	Required
CHM 116	General Chemistry I Lab transfer st	1.00	Required
CHM 124	General Chemistry II -N	4.00	Required
CHM 125	General Chemistry II Lab	0.00	Required
CHM 314	Organic Chemistry I	4.00	Required
CHM 315	Organic Chemistry I Lab	0.00	Required
CHM 316	Organic Chemistry I Lab for Transfer Students	1.00	Required
PHY 201	Physics I -N	4.00	Required
PHY 202	Physics I Lab	0.00	Required
PHY 203	Physics I Lab for transfer students	1.00	Required
PHY 212	Physics II -N	4.00	Required
PHY 213	Physics II Lab	0.00	Required

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**Concentrations**

**Pre-Med Preparation**

Pre-Med Preparation Concentration - 30 Credits

\*Additional Coursework in the humanities, psychology and/or sociology is recommended, especially writing intensive classes.

Core Credits: 30.00

Course Code	Course Description	Credit Hours	Required / Elective
MAT 124	Calculus I -M	5.00	Required
	Math Elective - must complete at least 3 credits		
MAT 214	Calculus II	4.00	Elective
MAT 304	Biological Statistics	3.00	Elective
	Biology Electives - 18 Credits (must complete at least 4 A&P and 4 Field Course Credits)		
	Biology Electives: Anatomy & Physiology Elective - 4 Credits		
BIO 313	Human Anatomy/Physiology I	4.00	Elective
BIO 314	Human Anatomy/Physiology I Lab	0.00	Elective
BIO 317	Comparative Vertebrate Anat/Phys	4.00	Elective
BIO 318	Comparative Vertebrt Anat/Phys La	0.00	Elective
	Biology Upper Level Electives		
BIO 300	Independent Study	3.00	Elective
BIO 303	Microbiology	4.00	Elective
BIO 304	Microbiology Lab	0.00	Elective
BIO 310	Vertebrate Zoology	4.00	Elective
BIO 322	Vertebrate Zoology Lab	0.00	Elective
BIO 323	Human Anatomy/Physiology II	4.00	Elective



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BIO 324	Human Anatomy/Physiology II Lab	0.00	Elective
BIO 330	Ecology	4.00	Elective
BIO 331	Ecology Lab	0.00	Elective
BIO 366	Interdisciplinary Honors Studies	3.00	Elective
BIO 390	BIO Internship I	3.00	Elective
BIO 400	Advanced Project	3.00	Elective
BIO 405	Cell & Molecular Biology	4.00	Elective
BIO 406	Cell & Molecular Biology Lab	0.00	Elective
BIO 409	Conservation Biology	3.00	Elective
BIO 413	Immunology	3.00	Elective
BIO 414	Molecular Biotechnology	4.00	Elective
BIO 415	Molecular Biotechnology Lab	0.00	Elective
BIO 418	BIO Methods of Teaching	3.00	Elective
BIO 421	Biology Laboratory Assistant	1.00	Elective
BIO 430	Tropical Ecology	4.00	Elective
BIO 431	Tropical Ecology Lab	0.00	Elective
BIO 450	Biology Practicum	1.00	Elective
	Chemistry Elective - 4 Credits		
CHM 324	Organic Chemistry II	4.00	Elective
CHM 325	Organic Chemistry II Lab	0.00	Elective
CHM 440	Biochemistry	4.00	Elective
CHM 441	Biochemistry Lab	0.00	Elective
	Biology Electives: Field Course Elective - 4 Credits		
BIO 310	Vertebrate Zoology	4.00	Elective
BIO 322	Vertebrate Zoology Lab	0.00	Elective
BIO 330	Ecology	4.00	Elective
BIO 331	Ecology Lab	0.00	Elective

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BIO 430	Tropical Ecology	4.00	Elective
BIO 431	Tropical Ecology Lab	0.00	Elective

**Pre-Nursing Preparation**

Pre-Nursing Preparation Concentration - 21 Credits

\*Additional coursework in the humanities, psychology and/or sociology is recommended, especially writing intensive classes.

Core Credits: 21.00

Course Code	Course Description	Credit Hours	Required / Elective
BIO 303	Microbiology	4.00	Required
BIO 304	Microbiology Lab	0.00	Required
BIO 313	Human Anatomy/Physiology I	4.00	Required
BIO 314	Human Anatomy/Physiology I Lab	0.00	Required
BIO 323	Human Anatomy/Physiology II	4.00	Required
BIO 324	Human Anatomy/Physiology II Lab	0.00	Required
MAT 114	Elementary Statistics -M	3.00	Required
MAT 118	College Algebra -M	3.00	Required
	Medical Terminology/Ethics Elective - 3 Credits		
HLT 130	Introduction to Medical Terminology	3.00	Elective
PHL 116	Biomedical Ethics -E	3.00	Elective

**Pre-Vet Preparation**

Pre-Vet Preparation Concentration - 37 Credits

\*Additional coursework in the humanities is recommended.

Core Credits: 37.00

Course Code	Course Description	Credit Hours	Required / Elective

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BIO 303	Microbiology	4.00	Required
BIO 304	Microbiology Lab	0.00	Required
CHM 440	Biochemistry	4.00	Required
CHM 441	Biochemistry Lab	0.00	Required
EQS 376	Equine Anatomy and Physiology	3.00	Required
EQS 404	Veterinary Medicine & Reproduction	3.00	Required
EQU 117	Theory of Performance Hrs Hlth Mgmt	3.00	Required
EQU 118	Theory Prfrmnc Horse Hlth Mngmt II	3.00	Required
	Math Elective - must complete at least 3 credits		
MAT 124	Calculus I -M	5.00	Elective
MAT 304	Biological Statistics	3.00	Elective
	Biology Electives - 14 Credits (must complete at least 4 Field Course Credits)		
	Biology Upper Level Electives		
BIO 300	Independent Study	3.00	Elective
BIO 310	Vertebrate Zoology	4.00	Elective
BIO 313	Human Anatomy/Physiology I	4.00	Elective
BIO 314	Human Anatomy/Physiology I Lab	0.00	Elective
BIO 317	Comparative Vertebrate Anat/Phys	4.00	Elective
BIO 318	Comparative Vertebrt Anat/Phys La	0.00	Elective
BIO 322	Vertebrate Zoology Lab	0.00	Elective
BIO 323	Human Anatomy/Physiology II	4.00	Elective
BIO 324	Human Anatomy/Physiology II Lab	0.00	Elective
BIO 330	Ecology	4.00	Elective
BIO 331	Ecology Lab	0.00	Elective
BIO 366	Interdisciplinary Honors Studies	3.00	Elective
BIO 390	BIO Internship I	3.00	Elective

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BIO 400	Advanced Project	3.00	Elective
BIO 405	Cell & Molecular Biology	4.00	Elective
BIO 406	Cell & Molecular Biology Lab	0.00	Elective
BIO 409	Conservation Biology	3.00	Elective
BIO 413	Immunology	3.00	Elective
BIO 414	Molecular Biotechnology	4.00	Elective
BIO 415	Molecular Biotechnology Lab	0.00	Elective
BIO 418	BIO Methods of Teaching	3.00	Elective
BIO 421	Biology Laboratory Assistant	1.00	Elective
BIO 430	Tropical Ecology	4.00	Elective
BIO 431	Tropical Ecology Lab	0.00	Elective
BIO 450	Biology Practicum	1.00	Elective
	Biology Electives: Field Course Elective - 4 Credits		
BIO 310	Vertebrate Zoology	4.00	Elective
BIO 322	Vertebrate Zoology Lab	0.00	Elective
BIO 330	Ecology	4.00	Elective
BIO 331	Ecology Lab	0.00	Elective
BIO 430	Tropical Ecology	4.00	Elective
BIO 431	Tropical Ecology Lab	0.00	Elective

**Criminal Justice BS**

Criminal Justice - 54 Credits

The goal of the criminal justice program here at William Woods University is to permit students to maximize their hiring potential by allowing them focus their studies in a particular area, and in some cases, choose to double major in a related field of study; such as political legal studies or cybersecurity. We offer three content areas which address the growing nature of the field of criminal justice. Students can focus their studies in the areas of law enforcement, homeland and industrial security or cybersecurity. We also offer students the opportunity to engage in field experience, internships and law enforcement related trainings.

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Core Credits: 54.00

Course Code	Course Description	Credit Hours	Required / Elective
CMJ 110	Introduction to Criminal Justice -S	3.00	Required
CMJ 120	Intro to Corrections, Prbtn &Parole	3.00	Required
CMJ 180	Criminology -T	3.00	Required
CMJ 240	Introduction to Homeland and Industrial Security	3.00	Required
CMJ 260	Emergency Management & Disaster Pln	3.00	Required
CMJ 270	Criminal Law	3.00	Required
CMJ 280	Criminal Procedure	3.00	Required
CMJ 290	Criminal Justice Ethics -E	3.00	Required
CMJ 320	Terrorism	3.00	Required
CMJ 355	Criminal Investigations & Crime Scn	3.00	Required
CMJ 370	Drugs and Crime in Society	3.00	Required
CMJ 380	Research Mthds in Criminal Justice	3.00	Required
CMJ 440	Cybercrime and Information Warfare	3.00	Required
CMJ 490	Senior Seminar	3.00	Required
	Required Electives - 12 Credits		
CMJ 160	Police Process	3.00	Elective
CMJ 200	Introductory Project	0.00	Elective
CMJ 300	Independent Study	3.00	Elective
CMJ 310	Community Policing	3.00	Elective
CMJ 330	Crime Mapping	3.00	Elective
CMJ 355	Criminal Investigations & Crime Scn	3.00	Elective
CMJ 385	Digital Evidence and Forensic Investigations	3.00	Elective
CMJ 390	Special Topics: Criminal Justice	3.00	Elective
CMJ 425	Transportation and Cargo Security	3.00	Elective

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CMJ 447	Information Security	3.00	Elective
CMJ 451	CMJ Internship I	3.00	Elective
CMJ 452	CMJ Internship	6.00	Elective
CMJ 480	Security Management	3.00	Elective

**Communications BS**

Communications - 51 Credits (core of 18 credits, a selected concentration 21 credits, and general communications electives 12 credits)

Communications major includes a core of 18 credits, a selected concentration (21 credits), and general communications electives (12 credits).

The concentration areas are: Digital Filmmaking, Leadership, Media Journalism, Public Relations, or Sports Communication.

Core Credits: 18.00

Course Code	Course Description	Credit Hours	Required / Elective
COM 101	Intro To Speech Communication -C	3.00	Required
COM 150	Survey of Production Techniques	3.00	Required
COM 190	Introduction to Mass Media	3.00	Required
COM 320	Communication Theory	3.00	Required
COM 330	Communication Law	3.00	Required
COM 499	Senior Seminar	3.00	Required

**Concentrations**

**Digital Filmmaking**

Digital Filmmaking Concentration - 33 Credits

Core Credits: 33.00

Course Code	Course Description	Credit Hours	Required / Elective

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COM 231	Fundamentals of Film Making	3.00	Required
COM 311	Visual Storytelling & Screenwriting	3.00	Required
COM 312	Screenplay Analysis and Treatment	3.00	Required
COM 332	Advanced Production & Cinematography	3.00	Required
COM 432	Advanced Editing and Post Productn	3.00	Required
ENG 210	Introduction to Film Studies -L	3.00	Required
ENG 327	Film Theory and Criticism	3.00	Required
	COM Elective - 12 Credits		
COM 105	Voice & Diction -C	3.00	Elective
COM 110	Beginning Media Writing	3.00	Elective
COM 200	Introductory Projects	3.00	Elective
COM 203	Interpersonal Communication	3.00	Elective
COM 207	Radio Broadcasting	1.00	Elective
COM 209	Argumentation and Debate -T	3.00	Elective
COM 213	Gender Communications	3.00	Elective
COM 214	Sport Communication	3.00	Elective
COM 220	Logic and Persuasion -T	3.00	Elective
COM 221	Contemporary Media Ethics -E	3.00	Elective
COM 224	Equine Production	3.00	Elective
COM 250	Ethics in Sexuality -E	3.00	Elective
COM 251	Oral Interpretation of Literature	3.00	Elective
COM 300	Independent Study	3.00	Elective
COM 316	Small Group Leadership	3.00	Elective
COM 335	Public Affairs Reporting	3.00	Elective
COM 337	Interactive Web Communication	3.00	Elective
COM 366	Interdisciplinary Honors Studies	3.00	Elective
COM 373	Announcing and Reporting I	3.00	Elective
COM 383	Announcing and Reporting II	3.00	Elective

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COM 390	COM Internship I	3.00	Elective
COM 400	Advanced Projects	3.00	Elective
COM 415	Feature Writing & Magazine	3.00	Elective
COM 434	Visionary Leadership	3.00	Elective
COM 449	Advanced Digital Video/Film Prodtn	3.00	Elective
COM 451	COM Internship II	3.00	Elective
COM 452	COM Internship III	6.00	Elective

Leadership

Leadership Concentration - 33 Credits

Core Credits: 33.00

Course Code	Course Description	Credit Hours	Required / Elective
BUS 351	Principles of Management	3.00	Required
BUS 421	Organizational Behavior	3.00	Required
COM 203	Interpersonal Communication	3.00	Required
COM 213	Gender Communications	3.00	Required
COM 220	Logic and Persuasion -T	3.00	Required
COM 316	Small Group Leadership	3.00	Required
COM 434	Visionary Leadership	3.00	Required
	COM Electives - 12 Credits		
COM 105	Voice & Diction -C	3.00	Elective
COM 110	Beginning Media Writing	3.00	Elective
COM 200	Introductory Projects	3.00	Elective
COM 207	Radio Broadcasting	1.00	Elective
COM 209	Argumentation and Debate -T	3.00	Elective
COM 214	Sport Communication	3.00	Elective



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COM 220	Logic and Persuasion -T	3.00	Elective
COM 221	Contemporary Media Ethics -E	3.00	Elective
COM 224	Equine Production	3.00	Elective
COM 231	Fundamentals of Film Making	3.00	Elective
COM 250	Ethics in Sexuality -E	3.00	Elective
COM 251	Oral Interpretation of Literature	3.00	Elective
COM 300	Independent Study	3.00	Elective
COM 311	Visual Storytelling & Screenwriting	3.00	Elective
COM 312	Screenplay Analysis and Treatment	3.00	Elective
COM 332	Advanced Production & Cinematography	3.00	Elective
COM 335	Public Affairs Reporting	3.00	Elective
COM 337	Interactive Web Communication	3.00	Elective
COM 366	Interdisciplinary Honors Studies	3.00	Elective
COM 373	Announcing and Reporting I	3.00	Elective
COM 383	Announcing and Reporting II	3.00	Elective
COM 390	COM Internship I	3.00	Elective
COM 400	Advanced Projects	3.00	Elective
COM 415	Feature Writing & Magazine	3.00	Elective
COM 432	Advanced Editing and Post Production	3.00	Elective
COM 449	Advanced Digital Video/Film Production	3.00	Elective
COM 451	COM Internship II	3.00	Elective
COM 452	COM Internship III	6.00	Elective

**Media Journalism**

Media Journalism Concentration - 33 Credits

Core Credits: 33.00

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Course Code	Course Description	Credit Hours	Required / Elective
ART 256	Digital Imaging	3.00	Required
COM 110	Beginning Media Writing	3.00	Required
COM 231	Fundamentals of Film Making	3.00	Required
COM 335	Public Affairs Reporting	3.00	Required
COM 337	Interactive Web Communication	3.00	Required
COM 373	Announcing and Reporting I	3.00	Required
COM 415	Feature Writing & Magazine	3.00	Required
	COM Elective - 12 Credits		
COM 105	Voice & Diction -C	3.00	Elective
COM 200	Introductory Projects	3.00	Elective
COM 203	Interpersonal Communication	3.00	Elective
COM 207	Radio Broadcasting	1.00	Elective
COM 209	Argumentation and Debate -T	3.00	Elective
COM 213	Gender Communications	3.00	Elective
COM 214	Sport Communication	3.00	Elective
COM 220	Logic and Persuasion -T	3.00	Elective
COM 224	Equine Production	3.00	Elective
COM 250	Ethics in Sexuality -E	3.00	Elective
COM 251	Oral Interpretation of Literature	3.00	Elective
COM 300	Independent Study	3.00	Elective
COM 311	Visual Storytelling & Screenwriting	3.00	Elective
COM 312	Screenplay Analysis and Treatment	3.00	Elective
COM 316	Small Group Leadership	3.00	Elective
COM 332	Advanced Production & Cinematography	3.00	Elective
COM 366	Interdisciplinary Honors Studies	3.00	Elective
COM 383	Announcing and Reporting II	3.00	Elective
COM 390	COM Internship I	3.00	Elective

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COM 400	Advanced Projects	3.00	Elective
COM 432	Advanced Editing and Post Productn	3.00	Elective
COM 434	Visionary Leadership	3.00	Elective
COM 449	Advanced Digital Video/Film Prodtn	3.00	Elective
COM 451	COM Internship II	3.00	Elective
COM 452	COM Internship III	6.00	Elective

**Public Relations**

Public Relations Concentration - 33 Credits

Core Credits: 33.00

Course Code	Course Description	Credit Hours	Required / Elective
ART 256	Digital Imaging	3.00	Required
BUS 321	Principles of Marketing	3.00	Required
BUS 332	Business Communications	3.00	Required
BUS 428	Public Relations	3.00	Required
COM 110	Beginning Media Writing	3.00	Required
COM 316	Small Group Leadership	3.00	Required
COM 337	Interactive Web Communication	3.00	Required
	COM Elective - 12 Credits		
COM 105	Voice & Diction -C	3.00	Elective
COM 200	Introductory Projects	3.00	Elective
COM 203	Interpersonal Communication	3.00	Elective
COM 207	Radio Broadcasting	1.00	Elective
COM 209	Argumentation and Debate -T	3.00	Elective
COM 213	Gender Communications	3.00	Elective
COM 214	Sport Communication	3.00	Elective

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COM 220	Logic and Persuasion -T	3.00	Elective
COM 221	Contemporary Media Ethics -E	3.00	Elective
COM 224	Equine Production	3.00	Elective
COM 231	Fundamentals of Film Making	3.00	Elective
COM 250	Ethics in Sexuality -E	3.00	Elective
COM 251	Oral Interpretation of Literature	3.00	Elective
COM 300	Independent Study	3.00	Elective
COM 311	Visual Storytelling & Screenwriting	3.00	Elective
COM 312	Screenplay Analysis and Treatment	3.00	Elective
COM 332	Advanced Production & Cinematography	3.00	Elective
COM 335	Public Affairs Reporting	3.00	Elective
COM 366	Interdisciplinary Honors Studies	3.00	Elective
COM 373	Announcing and Reporting I	3.00	Elective
COM 383	Announcing and Reporting II	3.00	Elective
COM 390	COM Internship I	3.00	Elective
COM 400	Advanced Projects	3.00	Elective
COM 415	Feature Writing & Magazine	3.00	Elective
COM 432	Advanced Editing and Post Productn	3.00	Elective
COM 434	Visionary Leadership	3.00	Elective
COM 449	Advanced Digital Video/Film Prodtn	3.00	Elective
COM 451	COM Internship II	3.00	Elective
COM 452	COM Internship III	6.00	Elective

**Sports Communication**

Sports Communication Concentration - 33 Credits

Core Credits: 33.00

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Course Code	Course Description	Credit Hours	Required / Elective
COM 110	Beginning Media Writing	3.00	Required
COM 214	Sport Communication	3.00	Required
COM 231	Fundamentals of Film Making	3.00	Required
COM 337	Interactive Web Communication	3.00	Required
COM 373	Announcing and Reporting I	3.00	Required
COM 415	Feature Writing & Magazine	3.00	Required
EXS 401	Sports Psychology	3.00	Required
	COM Elective - 12 Credits		
COM 105	Voice & Diction -C	3.00	Elective
COM 200	Introductory Projects	3.00	Elective
COM 203	Interpersonal Communication	3.00	Elective
COM 207	Radio Broadcasting	1.00	Elective
COM 209	Argumentation and Debate -T	3.00	Elective
COM 213	Gender Communications	3.00	Elective
COM 220	Logic and Persuasion -T	3.00	Elective
COM 221	Contemporary Media Ethics -E	3.00	Elective
COM 224	Equine Production	3.00	Elective
COM 250	Ethics in Sexuality -E	3.00	Elective
COM 251	Oral Interpretation of Literature	3.00	Elective
COM 300	Independent Study	3.00	Elective
COM 311	Visual Storytelling & Screenwriting	3.00	Elective
COM 312	Screenplay Analysis and Treatment	3.00	Elective
COM 316	Small Group Leadership	3.00	Elective
COM 332	Advanced Production & Cinematography	3.00	Elective
COM 335	Public Affairs Reporting	3.00	Elective
COM 366	Interdisciplinary Honors Studies	3.00	Elective
COM 383	Announcing and Reporting II	3.00	Elective

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COM 390	COM Internship I	3.00	Elective
COM 400	Advanced Projects	3.00	Elective
COM 432	Advanced Editing and Post Productn	3.00	Elective
COM 434	Visionary Leadership	3.00	Elective
COM 449	Advanced Digital Video/Film Prodtn	3.00	Elective
COM 451	COM Internship II	3.00	Elective
COM 452	COM Internship III	6.00	Elective

**Cybersecurity Studies BS**

Cybersecurity - 66 Credits

The Bachelor of Science degree in cybersecurity is designed around identified core knowledge areas supporting information security. The program includes theoretical and practical hands-on approaches preparing students to enter the IT and cybersecurity workforce or continue their education in a profession graduate degree program.

Core Credits: 66.00

Course Code	Course Description	Credit Hours	Required / Elective
CMJ 385	Digital Evidence and Forensic Investigations	3.00	Required
CMJ 440	Cybercrime and Information Warfare	3.00	Required
CMJ 447	Information Security	3.00	Required
CSS 210	Introduction to Cybersecurity	3.00	Required
CSS 310	Cybersecurity Law & Ethics	3.00	Required
CSS 324	Cybersecurity & Internet Architecture	3.00	Required
CSS 325	Cyber Attacks and Defenses	3.00	Required
CSS 401	Encryption Techniques	3.00	Required
CSS 410	Social Engineering	3.00	Required
CSS 420	Critical Infrastructures	3.00	Required
CSS 440	Cloud Security	3.00	Required

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CSS 490	Cybersecurity Capstone	3.00	Required
MIS 100	Introduction to Web 2.0	3.00	Required
MIS 225	Database Management Systems	3.00	Required
MIS 250	Networks and Telecommunications	3.00	Required
MIS 350	Project Management	3.00	Required
MIS 425	Enterprise Collaboration Software	3.00	Required
MIS 450	Systems Analysis	3.00	Required
	Independent Study/Internship - 3 Creditis		
CSS 300	IS: Independent Study	3.00	Elective
CSS 451	CSS Internship I	3.00	Elective
CSS 452	CSS Internship II	6.00	Elective
	Required Electives - 9 Credits		
ACC 240	Principles of Accounting I	3.00	Elective
ACC 241	Principles of Accounting II	3.00	Elective
ACC 319	Taxation for Entrepreneurs	3.00	Elective
BUS 231	Risk Management and Insurance	3.00	Elective
BUS 305	Management and Labor Relations	3.00	Elective
BUS 315	Customer Service	3.00	Elective
BUS 321	Principles of Marketing	3.00	Elective
BUS 329	Managerial Ethics -E	3.00	Elective
BUS 335	Business Law	3.00	Elective
BUS 351	Principles of Management	3.00	Elective
BUS 357	Non-profit Management	3.00	Elective
BUS 475	Human Resources Administration	3.00	Elective
ECN 251	Macroeconomics -S	3.00	Elective
ECN 252	Microeconomics -S	3.00	Elective
LDR 301	Leadership	3.00	Elective
LDR 320	Adaptive Leadership	3.00	Elective

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### Deaf Human Services BS

Deaf Human Services - 60 Credits

To prepare human services professionals to serve Deaf individuals in families, groups, communities and/or other supported human services organization functions. The American Sign Language and Interpreting Program at WWU prepares graduates to work as culturally responsible professionals providing excellent service to the Deaf Community. \*Students must have an ASLPI score of 2.0 prior to declaring the major. Exit score ASLPI 3.0 for graduation. \*\*Students participating in the agreement with the DMH must meet DMH requirements.

Core Credits: 57.00

Course Code	Course Description	Credit Hours	Required / Elective
ASL 101	Career Seminar in ASL Studies	3.00	Required
ASL 120	Deaf Culture -D	3.00	Required
ASL 321	Sociological Perspectives of Deaf Education	3.00	Required
ASL 425	Linguistics of American Sign Lang	3.00	Required
ASL 450	Senior Capstone	3.00	Required
EDU 231	Exceptional Child	3.00	Required
EDU 351	Language Development	3.00	Required
MAT 114	Elementary Statistics -M	3.00	Required
PSY 101	General Psychology I -S	3.00	Required
PSY 102	General Psychology II -S	3.00	Required
PSY 313	Statistics for the Social Sciences	3.00	Required
PSY 411	Abnormal Psychology	3.00	Required
SCA 245 or SWK245	Ethics in Social Science -E	3.00	Required
SWK 215	Social Welfare -S	3.00	Required
SWK 274	Mental Health Services & Policies	3.00	Required
SWK 312	Intervention Strategies Indiv/Famil	3.00	Required
SWK 313	Research Methods	3.00	Required



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SWK 316	Human Behavior in the Environment I	3.00	Required
SWK 317	Human Behavior in Environment II	3.00	Required
	Advanced Reaearch or Intership Elective - 3 Credits		
ASL 451	ASL Internship I	3.00	Elective
PSY 413	Advanced Research Project	3.00	Elective

**Educational Studies (non-certified) BS**

Educational Studies - 45 Credits

This major is for students who wish to study the Education field without obtaining teacher certification.

Students interested in seeking teacher certification should not enroll in this major. Instead, they should consult the Division of Education handbook for information on the curriculum, policies and requirements of the division and of teacher certification process.

Core Credits: 45.00

Course Code	Course Description	Credit Hours	Required / Elective
EDU 201	Multicultural Education	3.00	Required
EDU 211	Educational Technology I	3.00	Required
EDU 231	Exceptional Child	3.00	Required
EDU 250	Foundations of Education	3.00	Required
EDU 291	Beginning Clinical Experience	2.00	Required
EDU 341	Teaching Mathematics	3.00	Required
EDU 392	Reading & Wrtnng in the Content Area	3.00	Required
EDU 393	Teaching Reading and Writing	3.00	Required
EDU 395	Intermediate Clinical Experience	3.00	Required
EDU 422	Measurement & Assessment in Eductn	3.00	Required
EDU 441	Student Centered Reading & Writing	3.00	Required
EDU 453	Classroom Management	3.00	Required
MAT 231	Understanding Mathematics for Tchrs	3.00	Required

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PED 352	Instrctnl Techniques in Health K-12	3.00	Required
PSY 221	Educational Psychology -S	3.00	Required
PSY 226	Child and Adolescent Development -S	3.00	Required

**English Education BS**

English Education (9-12) - 86 Credits

The undergraduate education program at William Woods University is committed to the development of reflective teachers, who draw upon the skills, knowledge, and dispositions necessary for high-impact careers in the field. A variety of authentic experiential learning opportunities and vital partnerships with local school districts allow teacher candidates to apply the pedagogical principles introduced in their coursework. The WWU undergraduate education program continues to develop responsive and rigorous curriculum designed to engage students in the historical, cultural, political, social, psychological and technological aspects of teaching. With a small faculty dedicated to the success of each student, William Woods teacher candidates will find the program to be collaborative and learner-focused.

Core Credits: 86.00

Course Code	Course Description	Credit Hours	Required / Elective
ENG 101	English Composition I - C	3.00	Required
ENG 102	English Composition II -C	3.00	Required
ENG 218	Introduction to Creative Writing -L	3.00	Required
ENG 226	Young Adult Literature -L	3.00	Required
ENG 301	Grammar and Syntax	3.00	Required
ENG 319	History of the English Language	3.00	Required
ENG 412	Compositn for Prospective Teachers	3.00	Required
ENG 440	Senior Seminar	3.00	Required
	English Education Content Knowledge Electives - 12 Credits		
	American Literature Elective - 3 hours		
ENG 238	American Literature I -L	3.00	Elective
ENG 239	American Literature II-L	3.00	Elective
	World Masterpieces Elective - 3 Credits		

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ENG 201	World Masterpieces I -L	3.00	Elective
ENG 202	World Masterpieces II -L	3.00	Elective
	Required Professional Education Courses - 50 Credits		
EDU 201	Multicultural Education	3.00	Required
EDU 211	Educational Technology I	3.00	Required
EDU 231	Exceptional Child	3.00	Required
EDU 250	Foundations of Education	3.00	Required
EDU 291	Beginning Clinical Experience	2.00	Required
EDU 392	Reading & Wrtng in the Content Area	3.00	Required
EDU 395	Intermediate Clinical Experience	3.00	Required
EDU 422	Measurement & Assessment in Eductn	3.00	Required
EDU 441	Student Centered Reading & Writing	3.00	Required
EDU 453	Classroom Management	3.00	Required
EDU 492	Educational Seminar	3.00	Required
EDU 499	Supervised Teaching (Secondary)	9.00	Required
ENG 418	Methods of Teaching	3.00	Required
PSY 221	Educational Psychology -S	3.00	Required
PSY 226	Child and Adolescent Development -S	3.00	Required
	English Literature Elective - 3 hours		
ENG 205	English Literature I -L	3.00	Elective
ENG 206	English Literature II -L	3.00	Elective
	English Elective Courses		
ENG 210	Introduction to Film Studies -L	3.00	Elective
ENG 222	Introduction to Rhetoric -L	3.00	Elective
ENG 280	Introduction to Literature -L	3.00	Elective
ENG 345	Grant Writing	3.00	Elective

**Elementary Education BS**

Elementary Education (1-6) - 94 Credits (Required Professional Education Courses 65 credits and Concentration Requirements 29 credits)

The undergraduate education program at William Woods University is committed to the development of reflective teachers, who draw upon the skills, knowledge, and dispositions necessary for high-impact careers in the field. A variety of authentic experiential learning opportunities and vital partnerships with local school districts allow teacher candidates to apply the pedagogical principles introduced in their coursework. The WWU undergraduate education program continues to develop responsive and rigorous curriculum designed to engage students in the historical, cultural, political, social, psychological and technological aspects of teaching. With a small faculty dedicated to the success of each student, William Woods teacher candidates will find the program to be collaborative and learner-focused.

Core Credits: 65.00

Course Code	Course Description	Credit Hours	Required / Elective
EDU 201	Multicultural Education	3.00	Required
EDU 211	Educational Technology I	3.00	Required
EDU 231	Exceptional Child	3.00	Required
EDU 250	Foundations of Education	3.00	Required
EDU 291	Beginning Clinical Experience	2.00	Required
EDU 317	Teaching Language Arts & Children's Literature	3.00	Required
EDU 318	Teaching Social Studies in the Elementary/Middle Grades	3.00	Required
EDU 319	Teaching Science in the Elementary/Middle Grades	3.00	Required
EDU 341	Teaching Mathematics	3.00	Required
EDU 351	Language Development	3.00	Required
EDU 392	Reading & Wrtnng in the Content Area	3.00	Required
EDU 393	Teaching Reading and Writing	3.00	Required
EDU 395	Intermediate Clinical Experience	3.00	Required
EDU 422	Measurement & Assessment in Eductn	3.00	Required
EDU 441	Student Centered Reading & Writing	3.00	Required

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EDU 453	Classroom Management	3.00	Required
EDU 490	Supervised Teaching (Elementary)	9.00	Required
EDU 492	Educational Seminar	3.00	Required
MAT 231	Understanding Mathematics for Tchrs	3.00	Required
PED 352	Instrctnl Techniques in Health K-12	3.00	Required
PSY 221	Educational Psychology -S	3.00	Required
PSY 226	Child and Adolescent Development -S	3.00	Required

**Concentrations**

**Elementary Concentration**

Elementary Education Concentration - 29 Credits

Students are asked to complete the following courses in order to obtain the correct content knowledge necessary for becoming a teacher. These courses may also count for a student's General Education requirements:

\*\*Substitutions may be approved with consent from the Education Certification Officer and the Chair of the Education Division

Core Credits: 29.00

Course Code	Course Description	Credit Hours	Required / Elective
BIO 105	Introduction to Biological Princ -N	4.00	Required
BIO 106	Intro To Bio Lab	0.00	Required
COM 101	Intro To Speech Communication -C	3.00	Required
ENG 101	English Composition I - C	3.00	Required
ENG 102	English Composition II -C	3.00	Required
ENG 218	Introduction to Creative Writing -L	3.00	Required
MAT 114	Elementary Statistics -M	3.00	Required
SCI 130	Foundations of Science -N	4.00	Required
SCI 131	Foundations of Science Lab	0.00	Required

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	US History Elective - 3 Credits		
HIS 103	Early America and the United States: Colonization, Revolution, and Civil War	3.00	Elective
HIS 104	Modern US History: From Reconstruction to Superpower	3.00	Elective
	World History Elective - 3 Credits		
HIS 101	Dawn and Rebirth: A History of the World to 1500	3.00	Elective
HIS 102	Industry, Ideology, and War: A History of the World since 1500	3.00	Elective

**Certification Area**

**Early Childhood Certification Concentration**

Early Childhood Certification Concentration

Early Childhood Certification Concentration - 12 Credits

Core Credits: 12 Credits

Course Code	Course Description	Credit Hours	Required / Elective
EDU 261	Assessing Young Children	2.00	Required
EDU 281	Early Childhood Principles	3.00	Required
EDU 301	Family and Community Resources	3.00	Required
EDU 313	Early Childhood Program Management	3.00	Required
EDU 417	Practicum	1.00	Required

**Education Middle School BS**

Middle School Education (5-9) - 83 to 92 Credits (56 Core Credits and 27 to 36 Credits of selected concentration.)

The undergraduate education program at William Woods University is committed to the development of reflective teachers, who draw upon the skills, knowledge, and dispositions necessary for high-impact careers in the field. A variety of authentic experiential learning opportunities and vital partnerships with local school districts allow teacher candidates to apply the pedagogical principles introduced in their

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coursework. The WWU undergraduate education program continues to develop responsive and rigorous curriculum designed to engage students in the historical, cultural, political, social, psychological and technological aspects of teaching. With a small faculty dedicated to the success of each student, William Woods teacher candidates will find the program to be collaborative and learner-focused.

Core Credits: 56.00

Course Code	Course Description	Credit Hours	Required / Elective
EDU 201	Multicultural Education	3.00	Required
EDU 211	Educational Technology I	3.00	Required
EDU 231	Exceptional Child	3.00	Required
EDU 250	Foundations of Education	3.00	Required
EDU 291	Beginning Clinical Experience	2.00	Required
EDU 311	Middle School Philosophy and Organi	3.00	Required
EDU 314	Middle School Curriculum & Instruct	3.00	Required
EDU 392	Reading & Wrtnng in the Content Area	3.00	Required
EDU 393	Teaching Reading and Writing	3.00	Required
EDU 395	Intermediate Clinical Experience	3.00	Required
EDU 422	Measurement & Assessment in Eductn	3.00	Required
EDU 441	Student Centered Reading & Writing	3.00	Required
EDU 453	Classroom Management	3.00	Required
EDU 492	Educational Seminar	3.00	Required
EDU 495	Supervised Teaching (Middle Level)	9.00	Required
PSY 221	Educational Psychology -S	3.00	Required
PSY 226	Child and Adolescent Development -S	3.00	Required

**Concentrations**

**Education Language Arts**

Language Arts Concentration - 30 Credits

Core Credits: 30.00

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Course Code	Course Description	Credit Hours	Required / Elective
EDU 317	Teaching Language Arts & Children's Literature	3.00	Required
ENG 201	World Masterpieces I -L	3.00	Required
ENG 202	World Masterpieces II -L	3.00	Required
ENG 205	English Literature I -L	3.00	Required
ENG 206	English Literature II -L	3.00	Required
ENG 218	Introduction to Creative Writing -L	3.00	Required
ENG 238	American Literature I -L	3.00	Required
ENG 239	American Literature II-L	3.00	Required
ENG 301	Grammar and Syntax	3.00	Required
ENG 412	Compositn for Prospective Teachers	3.00	Required

**Education Math**

Mathematics Concentration - 27 Credits

Core Credits: 27.00

Course Code	Course Description	Credit Hours	Required / Elective
EDU 341	Teaching Mathematics	3.00	Required
MAT 114	Elementary Statistics -M	3.00	Required
MAT 118	College Algebra -M	3.00	Required
MAT 124	Calculus I -M	5.00	Required
MAT 214	Calculus II	4.00	Required
MAT 231	Understanding Mathematics for Tchrs	3.00	Required
MAT 314	Higher Geometry	3.00	Required
MAT 423	Theory of Numbers	3.00	Required



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Education Science

Science Concentration - 29 Credits

Core Credits: 29.00

Course Code	Course Description	Credit Hours	Required / Elective
BIO 114	General Biology I -N	4.00	Required
BIO 115	Gen Bio I Lab	0.00	Required
BIO 124	Gen Biology II -N	4.00	Required
BIO 125	Gen Bio II Lab	0.00	Required
BIO 209	Intr To Environmental Science -N	3.00	Required
CHM 114	General Chemistry I -N	4.00	Required
CHM 115	General Chemistry I Lab	0.00	Required
CHM 116	General Chemistry I Lab transfer st	1.00	Required
CHM 124	General Chemistry II -N	4.00	Required
CHM 125	General Chemistry II Lab	0.00	Required
EDU 319	Teaching Science in the Elementary/Middle Grades	3.00	Required
PHY 201	Physics I -N	4.00	Required
PHY 202	Physics I Lab	0.00	Required
PHY 203	Physics I Lab for transfer students	1.00	Required
SCI 230	Earth Science Lecture -N	3.00	Required

Edu Social Science

Social Science Concentration - 33 Credits

Core Credits: 33.00

Course Code	Course Description	Credit Hours	Required / Elective
ECN 251	Macroeconomics -S	3.00	Required

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ECN 252	Microeconomics -S	3.00	Required
EDU 318	Teaching Social Studies in the Elementary/Middle Grades	3.00	Required
GEO 201	Regions & Nations of the World I -D	3.00	Required
GEO 202	Regions & Nations of the Wrld II -D	3.00	Required
HIS 101	Dawn and Rebirth: A History of the World to 1500	3.00	Required
HIS 102	Industry, Ideology, and War: A History of the World since 1500	3.00	Required
HIS 103	Early America and the United States: Colonization, Revolution, and Civil War	3.00	Required
HIS 104	Modern US History: From Reconstruction to Superpower	3.00	Required
HIS 314	Teaching History -H	3.00	Required
PLS 105	Politics and Government -S	3.00	Required

**English BA**

English - 39 Credits

The English program prepares students to navigate in a world of texts—teaching ways to analyze the rhetorical and social contexts of the texts they encounter and how to produce texts in response that are theoretically engaged and personally informed. English majors are masters of clear and effective communication, never caught by the world in a farrago they can't engage and articulate, never without a witty or on-point response.

Core Credits: 39.00

Course Code	Course Description	Credit Hours	Required / Elective
ENG 218	Introduction to Creative Writing -L	3.00	Required
ENG 222	Introduction to Rhetoric -L	3.00	Required
ENG 280	Introduction to Literature -L	3.00	Required
ENG 302	Technical Writing	3.00	Required
ENG 308	Creative Writing	3.00	Required

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ENG 414	Shakespeare	3.00	Required
ENG 440	Senior Seminar	3.00	Required
	Required English Electives - 18 Credits (Must complete at least 3 Introductory Film Credits and at least 3 Upper Level Film Credits)		
ENG 200	Introductory Projects	3.00	Elective
ENG 201	World Masterpieces I -L	3.00	Elective
ENG 202	World Masterpieces II -L	3.00	Elective
ENG 226	Young Adult Literature -L	3.00	Elective
ENG 234	Shakespeare and the Devil -L	3.00	Elective
ENG 238	American Literature I -L	3.00	Elective
ENG 239	American Literature II-L	3.00	Elective
ENG 300	Independent Study	3.00	Elective
ENG 319	History of the English Language	3.00	Elective
ENG 328	Theory and Criticism of Literature	3.00	Elective
ENG 345	Grant Writing	3.00	Elective
ENG 373	Major Authors	3.00	Elective
ENG 400	Advanced Projects	3.00	Elective
ENG 406	Topics in Contemporary Writing	3.00	Elective
ENG 411	Rhetorical Analysis and Criticism	3.00	Elective
ENG 412	Compositn for Prospective Teachers	3.00	Elective
ENG 418	Methods of Teaching	3.00	Elective
ENG 451	ENG Internship II	3.00	Elective
	Upper Level Film Elective - 3 Credits		
ENG 316	Special Topics in Film	3.00	Elective
ENG 327	Film Theory and Criticism	3.00	Elective
	Introductory Film Elective - 3 Credits		
ENG 210	Introduction to Film Studies -L	3.00	Elective

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ENG 215	Film Genres -L	3.00	Elective

**Equine Administration BS**

Equine Administration - 58 Credits

The major in Equine Administration is designed specifically for those students who intend to pursue career opportunities within equine industries and business organizations functioning as professional leaders, facility managers, administrators, and equine entrepreneurs. Students are offered coursework in the techniques of horse management, techniques of facility management, equine law, and equine business practices.

Core Credits: 58.00

Course Code	Course Description	Credit Hours	Required / Elective
ACC 240	Principles of Accounting I	3.00	Required
BUS 206	Entrepreneurship	3.00	Required
BUS 332	Business Communications	3.00	Required
BUS 351	Principles of Management	3.00	Required
BUS 421	Organizational Behavior	3.00	Required
EQA 305	Techniques of Facility Management	4.00	Required
EQA 320	Equine Event Management	3.00	Required
EQA 420	Equine Administration Seminar	2.00	Required
EQU 101	Equestrian First Year Seminar	1.00	Required
EQU 111	Introduction to the Horse Industry	3.00	Required
EQU 117	Theory of Performance Hrs Hlth Mgmt	3.00	Required
EQU 118	Theory Prfrmnc Horse Hlth Mngmt II	3.00	Required
EQU 201	Horse Management Practicum I	3.00	Required
EQU 221	Stable Management	3.00	Required
EQU 391	Horse Management Practicum II	4.00	Required
EQU 405	Equine Business Practices	3.00	Required
EQU 415	Equestrian Senior Portfolio	2.00	Required

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MIS 125	Productivity Tools	3.00	Required
	Applied Riding Electives - 3 Credits		
EQR 101	Fundamentals Of Horsemanship	1.00	Elective
EQR 111	Introduction to Forward Seat	1.00	Elective
EQR 112	Introduction to Saddle Seat	1.00	Elective
EQR 120	Fundamentals of Dressage	1.00	Elective
EQR 121	Fundamentals of Hunt Seat	1.00	Elective
EQR 122	Fundamentals of Saddle Seat	1.00	Elective
EQR 125	Fundamentals of Western Seat	1.00	Elective
EQR 200	Introductory Project	1.00	Elective
EQR 214	Longlining & Driving	1.00	Elective
EQR 220	Intermediate Dressage	1.00	Elective
EQR 221	Intermediate Hunt Seat	1.00	Elective
EQR 222	Intermediate Saddle Seat	1.00	Elective
EQR 225	Intermediate Western	1.00	Elective
EQR 226	Hunter Under Saddle	1.00	Elective
EQR 320	Intermediate/Advanced Dressage	1.00	Elective
EQR 321	Intermediate/Advanced Hunt Seat	1.00	Elective
EQR 322	Intermediate/Advanced Saddle Seat	1.00	Elective
EQR 325	Intermediate/Advanced Western Seat	1.00	Elective
EQR 327	Intermediate Jumper	1.00	Elective
EQR 420	Advanced Dressage	1.00	Elective
EQR 421	Advanced Hunt Seat	1.00	Elective
EQR 422	Advanced Saddle Seat	1.00	Elective
EQR 425	Advanced Western	1.00	Elective
EQR 427	Advanced Jumper	1.00	Elective
	Required Communication Elective - 3 Credits		

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COM 213	Gender Communications	3.00	Elective
COM 316	Small Group Leadership	3.00	Elective

**Equine General Studies BS**

Equine General Studies - 54 Credits (Core - 29 Credits and Selected Concentration - 25 Credits)

Students majoring in Equine General Studies will complete a concentration in Art, Equestrian Leadership, Equestrian Studies, Equine Media or Equine Assisted Therapies.

Core Credits: 29.00

Course Code	Course Description	Credit Hours	Required / Elective
BUS 206	Entrepreneurship	3.00	Required
BUS 332	Business Communications	3.00	Required
EQU 101	Equestrian First Year Seminar	1.00	Required
EQU 111	Introduction to the Horse Industry	3.00	Required
EQU 117	Theory of Performance Hrs Hlth Mgmt	3.00	Required
EQU 118	Theory Prfrmnc Horse Hlth Mngmt II	3.00	Required
EQU 221	Stable Management	3.00	Required
EQU 403	Equine General Studies Senior Seminar	3.00	Required
EQU 415	Equestrian Senior Portfolio	2.00	Required
MIS 125	Productivity Tools	3.00	Required
	Issues of Riding - 2 Credits		
EQS 330	Dressage Issues	2.00	Elective
EQS 331	Hunter/Jumper Issues	2.00	Elective
EQS 332	Saddle Seat Issues	2.00	Elective
EQS 335	Western Issues	2.00	Elective

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Concentrations

Art

Art Concentration - 25 Credits

Core Credits: 25.00

Course Code	Course Description	Credit Hours	Required / Elective
ART 105	Basic Design -A	3.00	Required
ART 202	Fundamentals of Graphic Design	3.00	Required
	Introductory Drawing, Sculpture or Photography Elective - 6 Credits		
ART 110	Drawing I -A	3.00	Elective
ART 208	Sculpture I	3.00	Elective
ART 256	Digital Imaging	3.00	Elective
	Upper Level Drawing, Sculpture or Photography Elective - 3 Credits		
ART 308	Sculpture III	3.00	Elective
ART 309	Sculpture IV	3.00	Elective
ART 310	Drawing III	3.00	Elective
ART 311	Drawing IV	3.00	Elective
ART 326	Studio Photography	3.00	Elective
	Equine General Studeis Elective - 10 Credits		
COM 224	Equine Production	3.00	Elective
EQA 305	Techniques of Facility Management	4.00	Elective
EQS 205	Survey of Saddle Seat Training Meth	1.00	Elective
EQS 212	Theory of Teaching Techniques I	3.00	Elective
EQS 304	Theory Equine Behav & Train Methods	3.00	Elective
EQS 311	Tack Construction & Repair	1.00	Elective
EQS 328	Equine Evaluation	3.00	Elective

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EQS 333	History of Breeds and Bloodlines	3.00	Elective
EQS 404	Veterinary Medicine & Reproduction	3.00	Elective
EQU 211	Survey of Equine Assisted Therapies	3.00	Elective
EQU 391	Horse Management Practicum II	4.00	Elective
EQU 405	Equine Business Practices	3.00	Elective
	Applied Riding Elective - No more than 2 Applied Riding Credits can be applied		
EQR 101	Fundamentals Of Horsemanship	1.00	Elective
EQR 111	Introduction to Forward Seat	1.00	Elective
EQR 112	Introduction to Saddle Seat	1.00	Elective
EQR 120	Fundamentals of Dressage	1.00	Elective
EQR 121	Fundamentals of Hunt Seat	1.00	Elective
EQR 122	Fundamentals of Saddle Seat	1.00	Elective
EQR 125	Fundamentals of Western Seat	1.00	Elective
EQR 200	Introductory Project	1.00	Elective
EQR 214	Longlining & Driving	1.00	Elective
EQR 220	Intermediate Dressage	1.00	Elective
EQR 221	Intermediate Hunt Seat	1.00	Elective
EQR 222	Intermediate Saddle Seat	1.00	Elective
EQR 225	Intermediate Western	1.00	Elective
EQR 226	Hunter Under Saddle	1.00	Elective
EQR 320	Intermediate/Advanced Dressage	1.00	Elective
EQR 321	Intermediate/Advanced Hunt Seat	1.00	Elective
EQR 322	Intermediate/Advanced Saddle Seat	1.00	Elective
EQR 325	Intermediate/Advanced Western Seat	1.00	Elective
EQR 327	Intermediate Jumper	1.00	Elective
EQR 420	Advanced Dressage	1.00	Elective
EQR 421	Advanced Hunt Seat	1.00	Elective



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EQR 422	Advanced Saddle Seat	1.00	Elective
EQR 425	Advanced Western	1.00	Elective
EQR 427	Advanced Jumper	1.00	Elective

**Equine Assisted Therapies**

Equine Assisted Therapies Concentration - 25 Credits

Core Credits: 25.00

Course Code	Course Description	Credit Hours	Required / Elective
EDU 231	Exceptional Child	3.00	Required
EQS 212	Theory of Teaching Techniques I	3.00	Required
EQU 201	Horse Management Practicum I	3.00	Required
EQU 211	Survey of Equine Assisted Therapies	3.00	Required
EXS 205	Introductn to Anatomy/Physiology -N	3.00	Required
EXS 321	Kinesiology	3.00	Required
EXS 322	Exercise Physiology	3.00	Required
	Teaching Tech II - 1 Credit		
EQS 230	Teaching Techniques II-Dressage	1.00	Elective
EQS 231	Teaching Techniques II-Hunter/Jumpr	1.00	Elective
EQS 232	Teaching Techniques II-Saddle Seat	1.00	Elective
EQS 235	Teaching Techniques II-Western	1.00	Elective
	Equine General Studies Elective - 3 Credits		
COM 224	Equine Production	3.00	Elective
EQA 305	Techniques of Facility Management	4.00	Elective
EQS 205	Survey of Saddle Seat Training Meth	1.00	Elective
EQS 304	Theory Equine Behav & Train Methods	3.00	Elective
EQS 311	Tack Construction & Repair	1.00	Elective

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EQS 328	Equine Evaluation	3.00	Elective
EQS 333	History of Breeds and Bloodlines	3.00	Elective
EQS 404	Veterinary Medicine & Reproduction	3.00	Elective
EQU 391	Horse Management Practicum II	4.00	Elective
EQU 405	Equine Business Practices	3.00	Elective
	Applied Riding Elective - No more than 2 Applied Riding Credits can be applied		
EQR 101	Fundamentals Of Horsemanship	1.00	Elective
EQR 111	Introduction to Forward Seat	1.00	Elective
EQR 112	Introduction to Saddle Seat	1.00	Elective
EQR 120	Fundamentals of Dressage	1.00	Elective
EQR 121	Fundamentals of Hunt Seat	1.00	Elective
EQR 122	Fundamentals of Saddle Seat	1.00	Elective
EQR 125	Fundamentals of Western Seat	1.00	Elective
EQR 200	Introductory Project	1.00	Elective
EQR 214	Longlining & Driving	1.00	Elective
EQR 220	Intermediate Dressage	1.00	Elective
EQR 221	Intermediate Hunt Seat	1.00	Elective
EQR 222	Intermediate Saddle Seat	1.00	Elective
EQR 225	Intermediate Western	1.00	Elective
EQR 226	Hunter Under Saddle	1.00	Elective
EQR 320	Intermediate/Advanced Dressage	1.00	Elective
EQR 321	Intermediate/Advanced Hunt Seat	1.00	Elective
EQR 322	Intermediate/Advanced Saddle Seat	1.00	Elective
EQR 325	Intermediate/Advanced Western Seat	1.00	Elective
EQR 327	Intermediate Jumper	1.00	Elective
EQR 420	Advanced Dressage	1.00	Elective
EQR 421	Advanced Hunt Seat	1.00	Elective

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EQR 422	Advanced Saddle Seat	1.00	Elective
EQR 425	Advanced Western	1.00	Elective
EQR 427	Advanced Jumper	1.00	Elective
	Motor Skills Elective - 3 Credits		
EXS 314	Motor Learning and Development	3.00	Elective
EXS 350	Adapted Physical Education	3.00	Elective

**Equestrian Leadership**

Equestrian Leadership Concentration - 25 Credits

Core Credits: 25.00

Course Code	Course Description	Credit Hours	Required / Elective
COM 316	Small Group Leadership	3.00	Required
COM 330	Communication Law	3.00	Required
COM 337	Interactive Web Communication	3.00	Required
COM 434	Visionary Leadership	3.00	Required
	Gender/Interpersonal Communication Elective - 3 Credits		
COM 203	Interpersonal Communication	3.00	Elective
COM 213	Gender Communications	3.00	Elective
	Equine General Studies Elective - 10 Credits		
COM 224	Equine Production	3.00	Elective
EQA 305	Techniques of Facility Management	4.00	Elective
EQS 205	Survey of Saddle Seat Training Meth	1.00	Elective
EQS 212	Theory of Teaching Techniques I	3.00	Elective
EQS 304	Theory Equine Behav & Train Methods	3.00	Elective
EQS 311	Tack Construction & Repair	1.00	Elective

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EQS 328	Equine Evaluation	3.00	Elective
EQS 333	History of Breeds and Bloodlines	3.00	Elective
EQS 404	Veterinary Medicine & Reproduction	3.00	Elective
EQU 211	Survey of Equine Assisted Therapies	3.00	Elective
EQU 391	Horse Management Practicum II	4.00	Elective
EQU 405	Equine Business Practices	3.00	Elective
	Applied Riding Elective - No more than 2 Applied Riding Credits can be applied		
EQR 101	Fundamentals Of Horsemanship	1.00	Elective
EQR 111	Introduction to Forward Seat	1.00	Elective
EQR 112	Introduction to Saddle Seat	1.00	Elective
EQR 120	Fundamentals of Dressage	1.00	Elective
EQR 121	Fundamentals of Hunt Seat	1.00	Elective
EQR 122	Fundamentals of Saddle Seat	1.00	Elective
EQR 125	Fundamentals of Western Seat	1.00	Elective
EQR 200	Introductory Project	1.00	Elective
EQR 214	Longlining & Driving	1.00	Elective
EQR 220	Intermediate Dressage	1.00	Elective
EQR 221	Intermediate Hunt Seat	1.00	Elective
EQR 222	Intermediate Saddle Seat	1.00	Elective
EQR 225	Intermediate Western	1.00	Elective
EQR 226	Hunter Under Saddle	1.00	Elective
EQR 320	Intermediate/Advanced Dressage	1.00	Elective
EQR 321	Intermediate/Advanced Hunt Seat	1.00	Elective
EQR 322	Intermediate/Advanced Saddle Seat	1.00	Elective
EQR 325	Intermediate/Advanced Western Seat	1.00	Elective
EQR 327	Intermediate Jumper	1.00	Elective
EQR 420	Advanced Dressage	1.00	Elective

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EQR 421	Advanced Hunt Seat	1.00	Elective
EQR 422	Advanced Saddle Seat	1.00	Elective
EQR 425	Advanced Western	1.00	Elective
EQR 427	Advanced Jumper	1.00	Elective

**Equine Media**

Equine Media Concentration - 25 Credits

Core Credits: 25.00

Course Code	Course Description	Credit Hours	Required / Elective
COM 110	Beginning Media Writing	3.00	Required
COM 150	Survey of Production Techniques	3.00	Required
COM 330	Communication Law	3.00	Required
COM 337	Interactive Web Communication	3.00	Required
	Equine General Studies Elective - 10 Credits		
EQA 305	Techniques of Facility Management	4.00	Elective
EQS 205	Survey of Saddle Seat Training Meth	1.00	Elective
EQS 212	Theory of Teaching Techniques I	3.00	Elective
EQS 304	Theory Equine Behav & Train Methods	3.00	Elective
EQS 311	Tack Construction & Repair	1.00	Elective
EQS 328	Equine Evaluation	3.00	Elective
EQS 333	History of Breeds and Bloodlines	3.00	Elective
EQS 404	Veterinary Medicine & Reproduction	3.00	Elective
EQU 211	Survey of Equine Assisted Therapies	3.00	Elective
EQU 391	Horse Management Practicum II	4.00	Elective
EQU 405	Equine Business Practices	3.00	Elective

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	Applied Riding Elective - No more than 2 Applied Riding Credits can be applied		
EQR 101	Fundamentals Of Horsemanship	1.00	Elective
EQR 111	Introduction to Forward Seat	1.00	Elective
EQR 112	Introduction to Saddle Seat	1.00	Elective
EQR 120	Fundamentals of Dressage	1.00	Elective
EQR 121	Fundamentals of Hunt Seat	1.00	Elective
EQR 122	Fundamentals of Saddle Seat	1.00	Elective
EQR 125	Fundamentals of Western Seat	1.00	Elective
EQR 200	Introductory Project	1.00	Elective
EQR 214	Longlining & Driving	1.00	Elective
EQR 220	Intermediate Dressage	1.00	Elective
EQR 221	Intermediate Hunt Seat	1.00	Elective
EQR 222	Intermediate Saddle Seat	1.00	Elective
EQR 225	Intermediate Western	1.00	Elective
EQR 226	Hunter Under Saddle	1.00	Elective
EQR 320	Intermediate/Advanced Dressage	1.00	Elective
EQR 321	Intermediate/Advanced Hunt Seat	1.00	Elective
EQR 322	Intermediate/Advanced Saddle Seat	1.00	Elective
EQR 325	Intermediate/Advanced Western Seat	1.00	Elective
EQR 327	Intermediate Jumper	1.00	Elective
EQR 420	Advanced Dressage	1.00	Elective
EQR 421	Advanced Hunt Seat	1.00	Elective
EQR 422	Advanced Saddle Seat	1.00	Elective
EQR 425	Advanced Western	1.00	Elective
EQR 427	Advanced Jumper	1.00	Elective
	Production/Writing Elective - 3 Credits		
COM 224	Equine Production	3.00	Elective

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COM 415	Feature Writing & Magazine	3.00	Elective

**Equestrian Studies**

Equestrian Studies Concentration - 25 Credits

Core Credits: 25.00

Course Code	Course Description	Credit Hours	Required / Elective
EQA 320	Equine Event Management	3.00	Required
EQS 320	Origins of Modern Riding	3.00	Required
EQU 201	Horse Management Practicum I	3.00	Required
	Equine Studies Electives - 16 Credits (Must complete at least 3 Upper Level Credits)		
EQA 300	Independent Study	3.00	Elective
EQA 305	Techniques of Facility Management	4.00	Elective
EQA 390	Internship I	3.00	Elective
EQA 400	Advanced Projects	3.00	Elective
EQA 420	Equine Administration Seminar	2.00	Elective
EQA 451	Internship II	3.00	Elective
EQA 452	Internship III	6.00	Elective
EQS 300	Independent Study	3.00	Elective
EQS 304	Theory Equine Behav & Train Methods	3.00	Elective
EQS 306	Practical Equine Anatomy & Conditng	3.00	Elective
EQS 311	Tack Construction & Repair	1.00	Elective
EQS 327	Applied Groundwork	2.00	Elective
EQS 328	Equine Evaluation	3.00	Elective
EQS 330	Dressage Issues	2.00	Elective
EQS 331	Hunter/Jumper Issues	2.00	Elective

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EQS 332	Saddle Seat Issues	2.00	Elective
EQS 335	Western Issues	2.00	Elective
EQS 340	Teaching Techniques III-Dressage	2.00	Elective
EQS 341	Teaching Techniques III-Hunter/Jump	2.00	Elective
EQS 342	Teaching Techniques III-Saddle Seat	2.00	Elective
EQS 345	Teaching Techniques III-Western	2.00	Elective
EQS 351	Teaching Techniques IV-Dressage	2.00	Elective
EQS 352	Teaching Techniques IV-Hunter/Jumpr	2.00	Elective
EQS 353	Teaching Techniques IV-Saddle Seat	2.00	Elective
EQS 355	Teaching Techniques IV-Western	2.00	Elective
EQS 390	Internship I	3.00	Elective
EQS 404	Veterinary Medicine & Reproduction	3.00	Elective
EQS 411	Teaching Techniques Seminar	2.00	Elective
EQS 412	Advanced Teaching Practicum	2.00	Elective
EQU 391	Horse Management Practicum II	4.00	Elective
EQU 405	Equine Business Practices	3.00	Elective
	EQA/EQS/EQU Elective		
COM 224	Equine Production	3.00	Elective
EQA 200	Introductory Projects	3.00	Elective
EQS 200	Introductory Projects	2.00	Elective
EQS 205	Survey of Saddle Seat Training Meth	1.00	Elective
EQS 212	Theory of Teaching Techniques I	3.00	Elective
EQS 230	Teaching Techniques II-Dressage	1.00	Elective
EQS 231	Teaching Techniques II-Hunter/Jumpr	1.00	Elective
EQS 232	Teaching Techniques II-Saddle Seat	1.00	Elective
EQS 235	Teaching Techniques II-Western	1.00	Elective
EQS 333	History of Breeds and Bloodlines	3.00	Elective
EQU 201	Horse Management Practicum I	3.00	Elective



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EQU 211	Survey of Equine Assisted Therapies	3.00	Elective
EQU 221	Stable Management	3.00	Elective
	Applied Riding Elective - No more than 2 Applied Riding Credits can be applied		
EQR 101	Fundamentals Of Horsemanship	1.00	Elective
EQR 111	Introduction to Forward Seat	1.00	Elective
EQR 112	Introduction to Saddle Seat	1.00	Elective
EQR 120	Fundamentals of Dressage	1.00	Elective
EQR 121	Fundamentals of Hunt Seat	1.00	Elective
EQR 122	Fundamentals of Saddle Seat	1.00	Elective
EQR 125	Fundamentals of Western Seat	1.00	Elective
EQR 200	Introductory Project	1.00	Elective
EQR 214	Longlining & Driving	1.00	Elective
EQR 220	Intermediate Dressage	1.00	Elective
EQR 221	Intermediate Hunt Seat	1.00	Elective
EQR 222	Intermediate Saddle Seat	1.00	Elective
EQR 225	Intermediate Western	1.00	Elective
EQR 226	Hunter Under Saddle	1.00	Elective
EQR 320	Intermediate/Advanced Dressage	1.00	Elective
EQR 321	Intermediate/Advanced Hunt Seat	1.00	Elective
EQR 322	Intermediate/Advanced Saddle Seat	1.00	Elective
EQR 325	Intermediate/Advanced Western Seat	1.00	Elective
EQR 327	Intermediate Jumper	1.00	Elective
EQR 420	Advanced Dressage	1.00	Elective
EQR 421	Advanced Hunt Seat	1.00	Elective
EQR 422	Advanced Saddle Seat	1.00	Elective
EQR 425	Advanced Western	1.00	Elective
EQR 427	Advanced Jumper	1.00	Elective

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**Equestrian Science BS**

Equestrian Science - 59 Credits

The major in Equestrian Science is designed specifically for those students who intend to pursue careers in the equine industry as instructors, trainers, equine managers, and riders. Students are exposed to a broad range of equestrian experiences that are both practical and theoretical.

Core Credits: 59.00

Course Code	Course Description	Credit Hours	Required / Elective
BUS 206	Entrepreneurship	3.00	Required
EQS 212	Theory of Teaching Techniques I	3.00	Required
EQS 306	Practical Equine Anatomy & Conditng	3.00	Required
EQS 328	Equine Evaluation	3.00	Required
EQS 404	Veterinary Medicine & Reproduction	3.00	Required
EQS 411	Teaching Techniques Seminar	2.00	Required
EQU 101	Equestrian First Year Seminar	1.00	Required
EQU 111	Introduction to the Horse Industry	3.00	Required
EQU 117	Theory of Performance Hrs Hlth Mgmt	3.00	Required
EQU 118	Theory Prfrmnc Horse Hlth Mngmt II	3.00	Required
EQU 201	Horse Management Practicum I	3.00	Required
EQU 221	Stable Management	3.00	Required
EQU 391	Horse Management Practicum II	4.00	Required
EQU 405	Equine Business Practices	3.00	Required
EQU 415	Equestrian Senior Portfolio	2.00	Required
EXS 104	First Aid and CPR	2.00	Required
	Applied Riding - 8 Credits		
EQR 101	Fundamentals Of Horsemanship	1.00	Elective
EQR 111	Introduction to Forward Seat	1.00	Elective
EQR 112	Introduction to Saddle Seat	1.00	Elective

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EQR 120	Fundamentals of Dressage	1.00	Elective
EQR 121	Fundamentals of Hunt Seat	1.00	Elective
EQR 122	Fundamentals of Saddle Seat	1.00	Elective
EQR 125	Fundamentals of Western Seat	1.00	Elective
EQR 200	Introductory Project	1.00	Elective
EQR 214	Longlining & Driving	1.00	Elective
EQR 220	Intermediate Dressage	1.00	Elective
EQR 221	Intermediate Hunt Seat	1.00	Elective
EQR 222	Intermediate Saddle Seat	1.00	Elective
EQR 225	Intermediate Western	1.00	Elective
EQR 226	Hunter Under Saddle	1.00	Elective
EQR 320	Intermediate/Advanced Dressage	1.00	Elective
EQR 321	Intermediate/Advanced Hunt Seat	1.00	Elective
EQR 322	Intermediate/Advanced Saddle Seat	1.00	Elective
EQR 325	Intermediate/Advanced Western Seat	1.00	Elective
EQR 327	Intermediate Jumper	1.00	Elective
EQR 420	Advanced Dressage	1.00	Elective
EQR 421	Advanced Hunt Seat	1.00	Elective
EQR 422	Advanced Saddle Seat	1.00	Elective
EQR 425	Advanced Western	1.00	Elective
EQR 427	Advanced Jumper	1.00	Elective
	<b>**Teaching Tech II - 1 Credit</b>		
EQS 230	Teaching Techniques II-Dressage	1.00	Elective
EQS 231	Teaching Techniques II-Hunter/Jumpr	1.00	Elective
EQS 232	Teaching Techniques II-Saddle Seat	1.00	Elective
EQS 235	Teaching Techniques II-Western	1.00	Elective
	<b>**Teaching Tech III - 2 Credits</b>		
EQS 340	Teaching Techniques III-Dressage	2.00	Elective

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EQS 341	Teaching Techniques III-Hunter/Jump	2.00	Elective
EQS 342	Teaching Techniques III-Saddle Seat	2.00	Elective
EQS 345	Teaching Techniques III-Western	2.00	Elective
	**Teaching Tech IV - 2 Credits		
EQS 351	Teaching Techniques IV-Dressage	2.00	Elective
EQS 352	Teaching Techniques IV-Hunter/Jumpr	2.00	Elective
EQS 353	Teaching Techniques IV-Saddle Seat	2.00	Elective
EQS 355	Teaching Techniques IV-Western	2.00	Elective
	Issues of Riding - 2 Credits		
EQS 330	Dressage Issues	2.00	Elective
EQS 331	Hunter/Jumper Issues	2.00	Elective
EQS 332	Saddle Seat Issues	2.00	Elective
EQS 335	Western Issues	2.00	Elective

**Special Education BS**

Special Education (K-12) - 85 Credits

The undergraduate education program at William Woods University is committed to the development of reflective teachers, who draw upon the skills, knowledge, and dispositions necessary for high-impact careers in the field. A variety of authentic experiential learning opportunities and vital partnerships with local school districts allow teacher candidates to apply the pedagogical principles introduced in their coursework. The WWU undergraduate education program continues to develop responsive and rigorous curriculum designed to engage students in the historical, cultural, political, social, psychological and technological aspects of teaching. With a small faculty dedicated to the success of each student, William Woods teacher candidates will find the program to be collaborative and learner-focused.

Core Credits: 85.00

Course Code	Course Description	Credit Hours	Required / Elective
EDU 201	Multicultural Education	3.00	Required
EDU 211	Educational Technology I	3.00	Required
EDU 231	Exceptional Child	3.00	Required
EDU 250	Foundations of Education	3.00	Required

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EDU 258	Cross Categorical Disabilities	3.00	Required
EDU 291	Beginning Clinical Experience	2.00	Required
EDU 317	Teaching Language Arts & Children's Literature	3.00	Required
EDU 318	Teaching Social Studies in the Elementary/Middle Grades	3.00	Required
EDU 319	Teaching Science in the Elementary/Middle Grades	3.00	Required
EDU 341	Teaching Mathematics	3.00	Required
EDU 351	Language Development	3.00	Required
EDU 353	Teaching Remedial Mathematics	3.00	Required
EDU 358	Teaching Cross Categorical Disabilities	3.00	Required
EDU 392	Reading & Wrtnng in the Content Area	3.00	Required
EDU 393	Teaching Reading and Writing	3.00	Required
EDU 395	Intermediate Clinical Experience	3.00	Required
EDU 415	Conferencing and Consultation	3.00	Required
EDU 420	Measurement and Evaluation	3.00	Required
EDU 441	Student Centered Reading & Writing	3.00	Required
EDU 453	Classroom Management	3.00	Required
EDU 460	Career/Vocational Education	2.00	Required
EDU 492	Educational Seminar	3.00	Required
EDU 493	Supervised Teaching Special Education	9.00	Required
MAT 231	Understanding Mathematics for Tchrs	3.00	Required
PED 352	Insttrctnl Techniques in Health K-12	3.00	Required
PSY 221	Educational Psychology -S	3.00	Required
PSY 226	Child and Adolescent Development -S	3.00	Required

**Exercise Science BS**

Exercise Science - 60 to 96 Credits ( 37 Core Credits and 23 to 55 Credits from selected concentration)

Core Credits: 37.00

Course Code	Course Description	Credit Hours	Required / Elective
EXS 100	Personal Health	3.00	Required
EXS 103	Nutrition	3.00	Required
EXS 104	First Aid and CPR	2.00	Required
EXS 180	Introduction to Exercise Science	1.00	Required
EXS 205	Introductn to Anatomy/Physiology -N	3.00	Required
EXS 220	Social Science in Sport	3.00	Required
EXS 303	Prevention/Care Athletic Injuries	3.00	Required
EXS 304	Prevention and Care Lab	1.00	Required
EXS 314	Motor Learning and Development	3.00	Required
EXS 321	Kinesiology	3.00	Required
EXS 322	Exercise Physiology	3.00	Required
EXS 350	Adapted Physical Education	3.00	Required
EXS 401	Sports Psychology	3.00	Required
EXS 422	Measurement and Assessment	3.00	Required

**Concentrations**

**Human Performance**

Human Performance Concentration - 24 Credits

Students are encouraged to get a Business Administration Minor. Students are also encouraged to sit for the NSCS exam during their senior year.

Core Credits: 24.00

Course Code	Course Description	Credit Hours	Required / Elective
EHP 201	Weight Control & Conditioning	3.00	Required

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EHP 305	Anatomy and Physiology II	3.00	Required
EHP 310	Advanced Human Nutrition	3.00	Required
EHP 315	Exercise Technique and Prescription	3.00	Required
EHP 390	EHP Internship I	3.00	Required
EHP 405	Exercise Program Design	3.00	Required
EHP 451	EHP Internship II	3.00	Required
EHP 460	Princ of Strength & Conditioning	3.00	Required
EXS 451	EXS Internship II	3.00	Required

**Physical Education**

Physical Education - 56 Credits

Education majors must complete all major courses, including concentration and secondary certification courses (if applicable), with a final grade of 'C' or better. \*Students must have applied and received admission to the Teacher Education Program in order to take 400 level courses. Please speak with your advisor or the department of education if you have questions. Students must be admitted to the teacher education program and will obtain a certification in teaching Physical Education from the State of Missouri.

Core Credits: 56.00

Course Code	Course Description	Credit Hours	Required / Elective
EDU 201	Multicultural Education	3.00	Required
EDU 231	Exceptional Child	3.00	Required
EDU 250	Foundations of Education	3.00	Required
EDU 291	Beginning Clinical Experience	2.00	Required
EDU 392	Reading & Wrtnng in the Content Area	3.00	Required
EDU 395	Intermediate Clinical Experience	3.00	Required
EDU 453	Classroom Management	3.00	Required
EDU 492	Educational Seminar	3.00	Required
EDU 499	Supervised Teaching (Secondary)	9.00	Required
PED 135	Team Sports	1.00	Required

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PED 136	Individual and Dual Sports	1.00	Required
PED 137	Flexibility and Stretching	1.00	Required
PED 250	History and Philosophy of Teaching Physical Education and Movement Concepts	3.00	Required
PED 307	Methods of Teaching PE K-4	3.00	Required
PED 308	Creative Movement	3.00	Required
PED 418	Methods of P.E. (6-12)	3.00	Required
PSY 221	Educational Psychology -S	3.00	Required
PSY 226	Child and Adolescent Development -S	3.00	Required
	Lifetime Activities and Dance Elective - 3 Credits		
	Outdoor/Conditioning Elective - 2 to 3 Credits		
EHP 201	Weight Control & Conditioning	3.00	Elective
PED 108	Outdoor Adventure Activities	2.00	Elective
	Activity Elective - 1 Credit		
PED 113	Fitness	1.00	Elective
PED 142	Beginning Golf	1.00	Elective

**Sport Management**

Sport Management Concentration - 24 Credits

Students are encouraged to get a Business Administration Minor.

Core Credits: 24.00

Course Code	Course Description	Credit Hours	Required / Elective
SMG 100	Introduction to Sports Management	3.00	Required
SMG 310	Sports Law	3.00	Required
SMG 321	Sports Marketing	3.00	Required
SMG 390	SMG Internship I	3.00	Required



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SMG 406	Management of Athletics	3.00	Required
SMG 412	Economic & Financial Mngmnt of Sprt	3.00	Required
SMG 450	Sport Management Senior Seminar	3.00	Required
SMG 451	SMG Internship II	3.00	Required

**Sports Medicine**

Sport Medicine (Pre ATR) Concentration - 35 Credits

\*Must be preliminarily approved for ATR Master's Program to take ATR 400 level courses. \*\*Pre ATR Majors are strongly urged to have a Biology minor.

Core Credits: 35.00

Course Code	Course Description	Credit Hours	Required / Elective
ATR 405	Clinical I: Equipment Intensive	3.00	Required
ATR 421	Examination I: Lumbar & Lower Extremity	4.00	Required
ATR 422	Examination I: Lumbar & Lower Extremity Lab	0.00	Required
ATR 431	Interventions I: Therapeutic Modalities	4.00	Required
ATR 432	Interventions I: Therapeutic Modalities - Lab	0.00	Required
ATR 443	Examination II: General Medical Conditions	4.00	Required
ATR 444	Examination II: General Medical Conditions Lab	0.00	Required
ATR 450	Research I: Introduction to Evidence Based Practice	1.00	Required
ATR 455	Examination III: Cervical & Upper Extremity	4.00	Required
ATR 456	Examination III: Cervical & Upper Extremity Lab	0.00	Required
EHP 305	Anatomy and Physiology II	3.00	Required
EHP 310	Advanced Human Nutrition	3.00	Required

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EHP 315	Exercise Technique and Prescription	3.00	Required
EHP 405	Exercise Program Design	3.00	Required
EHP 460	Princ of Strength & Conditioning	3.00	Required

**Sports, Recreatn & Leisr**

Sports, Recreation and Leisure Concentration - 23 Credits

Students are encouraged to add a Coaching or Business Administration Minor or another concentration.

Core Credits: 23.00

Course Code	Course Description	Credit Hours	Required / Elective
EHP 201	Weight Control & Conditioning	3.00	Required
PED 108	Outdoor Adventure Activities	2.00	Required
PED 135	Team Sports	1.00	Required
PED 136	Individual and Dual Sports	1.00	Required
PED 137	Flexibility and Stretching	1.00	Required
PED 250	History and Philosophy of Teaching Physical Education and Movement Concepts	3.00	Required
PED 418	Methods of P.E. (6-12)	3.00	Required
SMG 406	Management of Athletics	3.00	Required
	Activity Elective - 1 Credits		
PED 113	Fitness	1.00	Elective
PED 142	Beginning Golf	1.00	Elective
	Theory of Coaching Elective - 2 Credits		
PED 401	Thry Coaching Baseball and Softball	2.00	Elective
PED 402	Thry Coaching Track/Field & Crs Cnt	2.00	Elective
PED 403	Theory of Coaching Football/Soccer	2.00	Elective
PED 404	Theory of Coaching Basket/Volleybll	2.00	Elective
	Methods/Movement Elective - 3 Credits		

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PED 307	Methods of Teaching PE K-4	3.00	Elective
PED 308	Creative Movement	3.00	Elective

**Graphic Design BA**

Graphic Design - 46 Credits

The WWU Graphic Design B.A. major is designed to allow students the flexibility to pursue the skills necessary to become a successful graphic design while also exploring a second area of study, either another major or a minor. The B.A. curriculum requires 46-hours of study in courses related to the aesthetic, technical, and professional aspects of becoming a professional graphic designer.

Bachelor of Arts degree programs require a minor and a year of a foreign language.

Core Credits: 46.00

Course Code	Course Description	Credit Hours	Required / Elective
ART 105	Basic Design -A	3.00	Required
ART 110	Drawing I -A	3.00	Required
ART 115	Color and Light -A	3.00	Required
ART 202	Fundamentals of Graphic Design	3.00	Required
ART 210	Portfolio Development	1.00	Required
ART 230	Survey Of Western Art I -A	3.00	Required
ART 231	Survey of Western Art II -A	3.00	Required
ART 250	Typography	3.00	Required
ART 256	Digital Imaging	3.00	Required
ART 303	Intermediate Graphic Design	3.00	Required
ART 332	Publication Design	3.00	Required
ART 432	Real World Graphic Design Studio	3.00	Required
ART 470	Senior Practicum	3.00	Required
MIS 325	Website Development	3.00	Required
	Required Electives - 6 credits		

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ART 326	Studio Photography	3.00	Elective
ART 327	Advanced Imaging Techniques	3.00	Elective
ART 346	Digital Art	3.00	Elective
ART 390	ART Internship I	3.00	Elective
ART 433	Professional Development	3.00	Elective
BUS 321	Principles of Marketing	3.00	Elective
COM 231	Fundamentals of Film Making	3.00	Elective
COM 337	Interactive Web Communication	3.00	Elective

**Graphic Design BFA BFA**

Graphic Design B.F.A.- 70 Credits

The WWU Graphic Design B.F.A. is an intensive 70-hour major designed to help artistically inclined students develop the requisite aesthetic, technical, and professional skills necessary to become successful graphic designers. Students are immersed in wide array of classes designed to expand their creative potential and design sensibility.

Core Credits: 70.00

Course Code	Course Description	Credit Hours	Required / Elective
ART 105	Basic Design -A	3.00	Required
ART 110	Drawing I -A	3.00	Required
ART 115	Color and Light -A	3.00	Required
ART 202	Fundamentals of Graphic Design	3.00	Required
ART 210	Portfolio Development	1.00	Required
ART 230	Survey Of Western Art I -A	3.00	Required
ART 231	Survey of Western Art II -A	3.00	Required
ART 250	Typography	3.00	Required
ART 256	Digital Imaging	3.00	Required
ART 303	Intermediate Graphic Design	3.00	Required
ART 326	Studio Photography	3.00	Required

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ART 327	Advanced Imaging Techniques	3.00	Required
ART 332	Publication Design	3.00	Required
ART 346	Digital Art	3.00	Required
ART 432	Real World Graphic Design Studio	3.00	Required
ART 433	Professional Development	3.00	Required
ART 470	Senior Practicum	3.00	Required
BUS 321	Principles of Marketing	3.00	Required
COM 337	Interactive Web Communication	3.00	Required
MIS 325	Website Development	3.00	Required
	ART/COM Elective - 9 Credits		
ART 111	Drawing II	3.00	Elective
ART 206	Painting I -A	3.00	Elective
ART 207	Painting II	3.00	Elective
ART 208	Sculpture I	3.00	Elective
ART 209	Sculpture II	3.00	Elective
ART 212	Printmaking I	3.00	Elective
ART 213	Printmaking II	3.00	Elective
ART 215	Weaving & Fiber Arts I -A	3.00	Elective
ART 216	Weaving & Fiber Arts II	3.00	Elective
ART 220	Water-based Painting I -A	3.00	Elective
ART 221	Water-based Painting II	3.00	Elective
ART 222	Ceramics I -A	3.00	Elective
ART 223	Ceramics II -A	3.00	Elective
ART 230	Survey Of Western Art I -A	3.00	Elective
ART 231	Survey of Western Art II -A	3.00	Elective
ART 306	Painting III	3.00	Elective
ART 307	Painting IV	3.00	Elective
ART 308	Sculpture III	3.00	Elective

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ART 309	Sculpture IV	3.00	Elective
ART 310	Drawing III	3.00	Elective
ART 311	Drawing IV	3.00	Elective
ART 312	Printmaking III	3.00	Elective
ART 313	Printmaking IV	3.00	Elective
ART 322	Ceramics III	3.00	Elective
ART 323	Ceramics IV	3.00	Elective
COM 101	Intro To Speech Communication -C	3.00	Elective
COM 105	Voice & Diction -C	3.00	Elective
COM 110	Beginning Media Writing	3.00	Elective
COM 110	Beginning Media Writing	3.00	Elective
COM 150	Survey of Production Techniques	3.00	Elective
COM 190	Introduction to Mass Media	3.00	Elective
COM 200	Introductory Projects	3.00	Elective
COM 203	Interpersonal Communication	3.00	Elective
COM 207	Radio Broadcasting	1.00	Elective
COM 209	Argumentation and Debate -T	3.00	Elective
COM 213	Gender Communications	3.00	Elective
COM 220	Logic and Persuasion -T	3.00	Elective
COM 224	Equine Production	3.00	Elective
COM 231	Fundamentals of Film Making	3.00	Elective
COM 250	Ethics in Sexuality -E	3.00	Elective
COM 251	Oral Interpretation of Literature	3.00	Elective
COM 311	Visual Storytelling & Screenwriting	3.00	Elective
COM 312	Screenplay Analysis and Treatment	3.00	Elective
COM 316	Small Group Leadership	3.00	Elective
COM 320	Communication Theory	3.00	Elective
COM 330	Communication Law	3.00	Elective

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COM 332	Advanced Production & Cinematography	3.00	Elective
COM 335	Public Affairs Reporting	3.00	Elective
COM 366	Interdisciplinary Honors Studies	3.00	Elective
COM 373	Announcing and Reporting I	3.00	Elective
COM 383	Announcing and Reporting II	3.00	Elective
COM 390	COM Internship I	3.00	Elective
COM 400	Advanced Projects	3.00	Elective
COM 415	Feature Writing & Magazine	3.00	Elective
COM 432	Advanced Editing and Post Productn	3.00	Elective
COM 434	Visionary Leadership	3.00	Elective
COM 449	Advanced Digital Video/Film Prodn	3.00	Elective
	Art History Elective - 3 Credits		
ART 233	Women, Art & Society -A	3.00	Elective
ART 331	Modern and Contemporary Art	3.00	Elective

**History BA**

History - 39 Credits

Bachelor of Arts degree programs require a minor and a year of a foreign language.

Core Credits: 39.00

Course Code	Course Description	Credit Hours	Required / Elective
HIS 101	Dawn and Rebirth: A History of the World to 1500	3.00	Required
HIS 102	Industry, Ideology, and War: A History of the World since 1500	3.00	Required
HIS 103	Early America and the United States: Colonization, Revolution, and Civil War	3.00	Required
HIS 104	Modern US History: From Reconstruction to Superpower	3.00	Required

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HIS 423	Senior Seminar	3.00	Required
	Required History Electives - 24 Credits		
	U.S. History Upper Level Electives - must complete at least 9 Upper Level Credits		
HIS 310	Daughters of Liberty, Suffragists, and Feminists: The Story of Women in America	3.00	Elective
HIS 316	Built Environment in American History	3.00	Elective
HIS 324	American Revolution	3.00	Elective
HIS 342	Public History	3.00	Elective
	Non-U.S. History Upper Level Electives - must complete at least 9 Upper Level Credits		
HIS 338	The Atlantic World: Exploration, Colonization, and GLocalization	3.00	Elective
HIS 341	Cold War	3.00	Elective
HIS 353	World War II	3.00	Elective
	Lower Level Elective - must complete at least 3 Credits		
HIS 214	The Horse in History -H	3.00	Elective
HIS 215	Native America -H	3.00	Elective
HIS 216	From Slavery to Freedom to Civil Rights: The African American Experience	3.00	Elective

**Interdisciplinary Study BA/BS**

Interdisciplinary Studies - BA 30 Credits (minimum) or BS 60 Credits (minimum)

The Interdisciplinary Major is designed to give students a chance to create a major that addresses the needs of the individual student. A committee made up of the director of the School of Social Sciences and one faculty member from each of the discipline areas in which the student has chosen to study will guide the student through developing the Interdisciplinary Studies major. This committee will also oversee the student's progression through the degree program. The chair of the student's Interdisciplinary Advisory Committee will also serve as the student's academic advisor. An



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Interdisciplinary Studies major under the Bachelor of Arts degree consists of coursework from two discipline areas along with a minor in another area and foreign language course requirements.

PROCESS FOR DESIGNING AN INTERDISCIPLINARY MAJOR Students interested in designing an Interdisciplinary major must:

1. Contact the director of the School of Social Sciences, and then--with the director's help--decide on the combination of programs involved and on pursuit of a BA or BS degree.
2. Collaborate with his / her faculty advisor to solicit a faculty member from each discipline area to serve on the Interdisciplinary Advisory Committee.
3. Design a degree program that includes the following components:
  - a. Bachelor of Arts Degree:
    - i. Between 30-36 hours of coursework in two different areas
    - ii. A minor from the list of current offered minors
    - iii. Foreign language courses (if not already fulfilled)
    - iv. An independent study capstone course that requires a thesis or project for the purpose of synthesizing the program
  - or
  - b. Bachelor of Science Degree:
    - i. Between 60-70 hours of coursework in 2-3 different discipline areas with a minimum of 20 hours in each area.
    - ii. An independent study capstone course that requires a thesis or project for the purpose of synthesizing the program.
4. Develop a set of program objectives and a list of attendant courses.
5. Develop assessments for program objectives.
6. Obtain the Academic Dean's signed approval for proposed major.
7. Set a schedule for regular semester meetings with advisory committee to report on progress in the major.
8. Develop a plan for Student Performance Review Day activities.
9. Develop a plan to present during Senior Showcase.

Additional Guidelines:

- The minimum GPA required to set up an Interdisciplinary Major is 3.0, unless one of the majors involved has a higher GPA requirement, in which case that GPA becomes the minimum standard.
- Students must have completed three semesters of college level coursework prior to proposing an Interdisciplinary Studies major.
- Student must fulfill all prerequisites for selected courses.
- Each Interdisciplinary Studies Major program of study must be approved a minimum of 3 semesters prior to expected graduation date of involved student.
- Each Interdisciplinary Studies program of study must include a minimum number of upper level (300-400) courses equal to or greater than the course requirements required by any one of the component majors.
- Students must give Registrar a copy of proposed major course outline for senior audit record keeping.

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Core Credits: 0.00

Course Code	Course Description	Credit Hours	Required / Elective
	Design a degree program that includes the following components:		
	Interdisciplinary Studies BA option - 30 Credits (minimum)		
	Interdisciplinary Studies BS option - 60 Credits (minimum)		
	Between 60-70 hours of coursework in 2-3 different discipline areas with a minimum of 20 hours in each area		
	Between 30-36 hours of coursework in two different areas		
	An independent study capstone course that requires a thesis or project for the purpose of synthesizing the program - 3 Credits		
ATR 300	Independent Study	3.00	Elective
BIO 300	Independent Study	3.00	Elective
BUS 300	Independent Study	3.00	Elective
CHM 300	Independent Study	4.00	Elective
CMJ 300	Independent Study	3.00	Elective
EDU 300	Independent Study	3.00	Elective
EQA 300	Independent Study	3.00	Elective
EQS 300	Independent Study	3.00	Elective
EXS 300	Independent Study	3.00	Elective
GEO 300	Independent Study	3.00	Elective
HIS 300	Independent Study	3.00	Elective
ITP 300	Independent Study	3.00	Elective
MAT 300	Independent Study	3.00	Elective
MIS 300	Independent Study	3.00	Elective

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PED 300	Independent Study	3.00	Elective
PHL 300	Independent Study	3.00	Elective
PLS 300	Independent Study	3.00	Elective
PSY 300	Independent Study	3.00	Elective
SCA 300	Independent Study	3.00	Elective
SMG 300	Independent Study	3.00	Elective
SPA 300	Independent Study	3.00	Elective
SWK 300	Independent Study	3.00	Elective
THA 300	Independent Study	3.00	Elective
	Independent Study		

**ITP Studies in ASL-English BS**

ITP Studies in ASL-English - 39 Credits

The demand for qualified ASL-English interpreters is traditionally high and is increasing yearly. The National Interpreter Education Center has documented a nationwide shortage of qualified interpreters. Since 2008, anyone wishing to sit for the National Interpreter Certification (NIC) must have completed a two-year degree. Now, under new National Registry of Interpreters for the Deaf (RID) rules (July 2012), a four-year degree is required for anyone wishing to become nationally certified. A number of states are now discussing similar plans for state certification.

The Bachelor of Science degree in interpretation studies in ASL/English will prepare students to effectively communicate and interpret between American Sign Language and English. The curriculum strongly emphasizes the sociological, historical, cross-cultural and educational approach to teaching and learning about the Deaf community and American Sign Language through the classroom, experiential learning events, and interactions. The program will prepare students to sit for national certification and to fill the increasing demand for skilled, qualified interpreters.

The Bachelor of Science degree in interpretation studies in ASL/English is an 11-course, 36-credit- hour degree-completion program designed for students who have completed a two-year degree in ASL interpreting or course equivalencies as determined by program faculty. Applicants who hold current National Interpreter Certification may have the entrance language proficiency exam waived and apply for Credential Learning credit. All students must complete a total of 122 hours for graduation, including transfer credit, general education, ASL/Interpreting and electives.

Admission Requirements

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Language proficiency - Applicants will be assessed by full-time campus faculty for ASL fluency through an online assessment. The established proficiency benchmark must be met for entrance to the program. This assessment will be waived for applicants holding current NIC certification.

College/university experience - Students must have completed a two-year degree in ASL interpreting or course equivalencies as determined by program faculty prior to entry to the program.

GPA requirements - Students must have a cumulative GPA of 2.50 or higher to start program courses.

Core Credits: 0.00

Course Code	Course Description	Credit Hours	Required / Elective
ASL 220	Ethics and Decision Making - E	3.00	Required
ASL 316	Linguistics Non-Manual Mrkrs in ASL	3.00	Required
ASL 425	Linguistics of American Sign Lang	3.00	Required
ASL 430	ASL Literature	3.00	Required
ITP 211	Theory of Interpretation	3.00	Required
ITP 302	Interpreting Applicatn and Analysis	3.00	Required
ITP 310	Interpreting in Advanced Settings I	3.00	Required
ITP 410	Interpreting in Advanced Setting II	3.00	Required
ITP 450	Senior Capstone	3.00	Required
ITP 451	Field Practicum I	3.00	Required
ITP 452	Field Practicum II	3.00	Required
	Grammar/Rhetoric Elective - 3 Credits		
ENG 222	Introduction to Rhetoric -L	3.00	Elective
ENG 301	Grammar and Syntax	3.00	Elective
ENG 411	Rhetorical Analysis and Criticism	3.00	Elective
	Social Service Elective - 3 Credits		
PSY 221	Educational Psychology -S	3.00	Elective
PSY 226	Child and Adolescent Development -S	3.00	Elective
SCA 353	Race and Ethnicity -D	3.00	Elective
SWK 273	Crime Victimization in America	3.00	Elective
SWK 274	Mental Health Services & Policies	3.00	Elective

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SWK 316	Human Behavior in the Environment I	3.00	Elective
SWK 317	Human Behavior in Environment II	3.00	Elective
SWK 338	Social Welfare Policy	3.00	Elective

### Liberal Arts AA

Liberal Arts A.A. - 61 Credits

The Associate of Arts (A.A.) is a 61-hour degree rooted in the University's General Education curriculum. Program completion qualifies a student for admission into a degree completion program of the University and meets the institution's general education requirements.

A maximum of 30 hours of transfer credit may be applied toward the Associate of Arts degree. Credits are accepted at full value provided that the transferring institution is accredited by an agency recognized by the USDE (U.S. Department of Education) and CHEA (Council for Higher Education Accreditation). Courses that are comparable to William Woods University course offering are accepted in transfer. Courses accepted in transfer must have a final grade earned of "C" or above.

Transfer courses meeting general education objectives will be applied toward the degree.

Students may participate in placement testing for the English Composition and Mathematics classes. Placement tests may be arranged with the student's academic advisor. Depending upon English placement, students will initially enroll in Introduction to College Writing (ENG099), English Composition I (ENG101) or English Composition II (ENG102). Depending upon math placement, each student's first mathematics course will be Introduction to Mathematics (MAT098), Basic Algebra (MAT099) or Survey of College Math (MAT112).

ENG099, MAT098 and MAT099 count for institutional credit, but do not count towards degree requirements.

Students who choose not to participate in the English placement testing will complete ENG099, ENG101 and ENG102. Students who choose not to participate in the mathematics placement testing will complete MAT098, MAT099, and MAT112.

#### Requirements

Communication (course with 'C' designation in title) - 9 hrs

Creativity/Aesthetic Sensibility (course with 'A' designation in title) - 3 hrs

Critical Thinking (course with 'T' designation in title) -3hrs

Cultural Diversity (course with 'D' designation in title) - 3 hr

Core Credits: 61.00

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Course Code	Course Description	Credit Hours	Required / Elective
	Fine & Performing Arts - must complete at least 3 Credits		
ART 101	Introduction To Art -A	3.00	Elective
ART 105	Basic Design -A	3.00	Elective
ART 110	Drawing I -A	3.00	Elective
ART 115	Color and Light -A	3.00	Elective
ART 120	Art Appreciation -A	3.00	Elective
ART 206	Painting I -A	3.00	Elective
ART 215	Weaving & Fiber Arts I -A	3.00	Elective
ART 220	Water-based Painting I -A	3.00	Elective
ART 222	Ceramics I -A	3.00	Elective
ART 223	Ceramics II -A	3.00	Elective
ART 230	Survey Of Western Art I -A	3.00	Elective
ART 231	Survey of Western Art II -A	3.00	Elective
ART 233	Women, Art & Society -A	3.00	Elective
MUS 101	Music Fundamentals -A	3.00	Elective
MUS 103	Music Appreciation -A	3.00	Elective
MUS 111	Jazz, Pop and Rock -A	3.00	Elective
MUS 171	Music History I -A	3.00	Elective
MUS 271	Music History II -A	3.00	Elective
THA 110	Introduction to Theatre -A	3.00	Elective
THA 120	Introduction to Stagecraft	1.00	Elective
THA 125	Costuming Practicum	1.00	Elective
THA 126	Technical Practicum	1.00	Elective
THA 151	Theatre Performance Practicum	1.00	Elective
THA 210	Dance Movement I -A	3.00	Elective
THA 211	Dance Movement II -A	3.00	Elective

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THA 234	Stagecraft	3.00	Elective
THA 240	Stage Combat -A	3.00	Elective
THA 250	Survey of American Muscl Theatre -A	3.00	Elective
THA 255	Acting I Basic Skills -A	3.00	Elective
THA 310	Acting for the Camera	3.00	Elective
	Communication - 9 Credits		
ENG 101	English Composition I - C	3.00	Required
ENG 102	English Composition II -C	3.00	Required
	Public Speaking - 3 Credits		
COM 101	Intro To Speech Communication -C	3.00	Elective
COM 105	Voice & Diction -C	3.00	Elective
	Cultural Diversity - must complete at least 3 Credits		
ASL 105	American Sign Language I -D	3.00	Elective
ASL 120	Deaf Culture -D	3.00	Elective
GEO 201	Regions & Nations of the World I -D	3.00	Elective
GEO 202	Regions & Nations of the Wrld II -D	3.00	Elective
HUM 237	Woods Around the World	1.00	Elective
HUM 240	Toward a Life of Service -D	3.00	Elective
PHL 102	World Religions -D	3.00	Elective
SCA 353	Race and Ethnicity -D	3.00	Elective
SPA 101	Elementary Spanish I -D	3.00	Elective
SPA 102	Elementary Spanish II -D	3.00	Elective
	Ethical Reasoning - must complete at least 3 Credits		
ASL 220	Ethics and Decision Making - E	3.00	Elective
BUS 214	Business Ethics -E	3.00	Elective
COM 250	Ethics in Sexuality -E	3.00	Elective

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HUM 117	Sports Ethics -E	3.00	Elective
PHL 116	Biomedical Ethics -E	3.00	Elective
PHL 212	Ethics -E	3.00	Elective
PLS 210	Law, Ethics and Morality -E	3.00	Elective
SCA 245	Ethics in Social Science -E	3.00	Elective
SWK 245	Ethics in Social Science -E	3.00	Elective
	Historical Perspectives - must complete at least 6 Credits		
HIS 101	Dawn and Rebirth: A History of the World to 1500	3.00	Elective
HIS 102	Industry, Ideology, and War: A History of the World since 1500	3.00	Elective
HIS 103	Early America and the United States: Colonization, Revolution, and Civil War	3.00	Elective
HIS 104	Modern US History: From Reconstruction to Superpower	3.00	Elective
HIS 215	Native America -H	3.00	Elective
HIS 314	Teaching History -H	3.00	Elective
	Meaning - must complete at least 3 Credits		
ENG 201	World Masterpieces I -L	3.00	Elective
ENG 202	World Masterpieces II -L	3.00	Elective
ENG 205	English Literature I -L	3.00	Elective
ENG 206	English Literature II -L	3.00	Elective
ENG 210	Introduction to Film Studies -L	3.00	Elective
ENG 215	Film Genres -L	3.00	Elective
ENG 218	Introduction to Creative Writing -L	3.00	Elective
ENG 222	Introduction to Rhetoric -L	3.00	Elective
ENG 238	American Literature I -L	3.00	Elective
ENG 239	American Literature II-L	3.00	Elective



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ENG 280	Introduction to Literature -L	3.00	Elective
	Mathematics - must complete at least 3 Credits		
MAT 112	Survey Of College Mathematics -M	3.00	Elective
MAT 114	Elementary Statistics -M	3.00	Elective
MAT 118	College Algebra -M	3.00	Elective
MAT 124	Calculus I -M	5.00	Elective
	Natural Science - must complete at least 7 Credits		
	Natrual Science Lab - Must complete at least one lab		
BIO 106	Intro To Bio Lab	0.00	Elective
BIO 107	Intro to Biology Princ Lab - transf	1.00	Elective
BIO 115	Gen Bio I Lab	0.00	Elective
BIO 116	Gen Bio I Lab for Transfer students	1.00	Elective
BIO 125	Gen Bio II Lab	0.00	Elective
CHM 115	General Chemistry I Lab	0.00	Elective
CHM 116	General Chemistry I Lab transfer st	1.00	Elective
CHM 125	General Chemistry II Lab	0.00	Elective
PHY 202	Physics I Lab	0.00	Elective
PHY 203	Physics I Lab for transfer students	1.00	Elective
PHY 213	Physics II Lab	0.00	Elective
SCI 131	Foundations of Science Lab	0.00	Elective
SCI 224	What is Life? Lab	0.00	Elective
	Natural Science Lecture - 7 Credits		
BIO 105	Introduction to Biological Princ -N	4.00	Elective
BIO 114	General Biology I -N	4.00	Elective
BIO 124	Gen Biology II -N	4.00	Elective
BIO 209	Intr To Environmental Science -N	3.00	Elective

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BIO 224	Contemporary Topics in Biology -N	3.00	Elective
CHM 114	General Chemistry I -N	4.00	Elective
CHM 124	General Chemistry II -N	4.00	Elective
PHY 201	Physics I -N	4.00	Elective
PHY 212	Physics II -N	4.00	Elective
SCI 130	Foundations of Science -N	4.00	Elective
SCI 205	The Scientific Enterprise -N	3.00	Elective
SCI 223	What is Life? - N	4.00	Elective
SCI 230	Earth Science Lecture -N	3.00	Elective
	Social Science - must complete at least 3 Credits		
CMJ 110	Introduction to Criminal Justice -S	3.00	Elective
PLS 105	Politics and Government -S	3.00	Elective
PLS 110	American Legal System -S	3.00	Elective
PSY 101	General Psychology I -S	3.00	Elective
PSY 102	General Psychology II -S	3.00	Elective
PSY 221	Educational Psychology -S	3.00	Elective
PSY 285	Psychology of Personality -S	3.00	Elective
SWK 203	Aging in America - A New Genertn	3.00	Elective
SWK 215	Social Welfare -S	3.00	Elective
SWK 273	Crime Victimization in America	3.00	Elective
	Critical Thinking - must complete at least 3 Credits		
COM 209	Argumentation and Debate -T	3.00	Elective
COM 220	Logic and Persuasion -T	3.00	Elective
PHL 101	Introduction To The Bible -T	3.00	Elective
PHL 105	Intro to Philosophy -T	3.00	Elective
PHL 107	Critical Thinking -T	3.00	Elective

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PLS 213	Critical Thinking About Politics -T	3.00	Elective

**Mathematics BA**

Mathematics - 37 Credits

Bachelor of Arts degree programs require a minor and a year of a foreign language.

Core Credits: 37.00

Course Code	Course Description	Credit Hours	Required / Elective
MAT 124	Calculus I -M	5.00	Required
MAT 214	Calculus II	4.00	Required
MAT 215	Linear Algebra	3.00	Required
MAT 224	Calculus III	4.00	Required
MAT 312	Differential Equations	3.00	Required
MAT 313	Math Probability and Statistics	3.00	Required
MAT 314	Higher Geometry	3.00	Required
MAT 324	Formal Logic	3.00	Required
MAT 325	Introduction to Numerical Analysis	3.00	Required
MAT 422	Modern Algebra	3.00	Required
MAT 423	Theory of Numbers	3.00	Required

**Management and Leadership BS**

Management and Leadership - 63 Credits (Core - 48 Credits and Selected Concentration - 15 Credits)

This program prepares graduates to assume leadership positions by immersing them in a leadership development program grounded in management and leadership theory. The skills inherent in leadership include resolving conflict, decision-making, adapting to change, providing vision, motivating others and achieving organizational goals. These are critical and necessary skills for every type of organization. The program focuses on what students need to 'know' and what they need to 'do' in order to be effective leaders.

Core Credits: 48.00

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Course Code	Course Description	Credit Hours	Required / Elective
ACC 240	Principles of Accounting I	3.00	Required
BUS 321	Principles of Marketing	3.00	Required
BUS 324	Personal Finance	3.00	Required
BUS 351	Principles of Management	3.00	Required
BUS 421	Organizational Behavior	3.00	Required
BUS 475	Human Resources Administration	3.00	Required
LDR 301	Leadership	3.00	Required
LDR 320	Adaptive Leadership	3.00	Required
LDR 330	Global Leadership	3.00	Required
LDR 350	Change Leadership	3.00	Required
LDR 450	Ethics in Leadership	3.00	Required
LDR 475	Leadership Theory	3.00	Required
LDR 499	Leadership Studies Capstone	3.00	Required
MIS 125	Productivity Tools	3.00	Required
	Ethics Requirement - 3 Credits		
BUS 214	Business Ethics -E	3.00	Elective
BUS 329	Managerial Ethics -E	3.00	Elective
	Economics Requirement - 3 Credits		
ECN 251	Macroeconomics -S	3.00	Elective
ECN 252	Microeconomics -S	3.00	Elective

**Concentrations**

**Accounting & Financ'l Srvc**

Accounting and Financial Services Concentration - 15 Credits

Core Credits: 15.00

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Course Code	Course Description	Credit Hours	Required / Elective
ACC 319	Taxation for Entrepreneurs	3.00	Required
ACC 412	Advanced Productivity Tools	3.00	Required
ACC 430	Investments with Financial Statement Analysis	3.00	Required
BUS 403	BUS Internship III	3.00	Required
ECN 325	Money and Banking	3.00	Required

**Administration**

Administration Concentration - 15 Credits

Core Credits: 15.00

Course Code	Course Description	Credit Hours	Required / Elective
BUS 231	Risk Management and Insurance	3.00	Required
BUS 315	Customer Service	3.00	Required
BUS 332	Business Communications	3.00	Required
BUS 335	Business Law	3.00	Required
BUS 357	Non-profit Management	3.00	Required

**Advertising & Marketing**

Advertising & Marketing Concentration - 15 Credits

Core Credits: 15.00

Course Code	Course Description	Credit Hours	Required / Elective
BUS 309	Salesmanship	3.00	Required
BUS 403	BUS Internship III	3.00	Required
BUS 428	Public Relations	3.00	Required

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BUS 431	Advertising	3.00	Required
BUS 461	Marketing Research	3.00	Required

**Management Info Systems**

Management Information Systems Concentration - 15 Credits

Core Credits: 15.00

Course Code	Course Description	Credit Hours	Required / Elective
MIS 225	Database Management Systems	3.00	Required
MIS 325	Website Development	3.00	Required
MIS 350	Project Management	3.00	Required
MIS 403	MIS Internship III	3.00	Required
	Upper Level Elective - 3 Credits		
ACC 312	Intermediate Accounting I	3.00	Elective
ACC 319	Taxation for Entrepreneurs	3.00	Elective
ACC 343	Cost and Managerial Accounting	3.00	Elective
ACC 412	Advanced Productivity Tools	3.00	Elective
ACC 441	Auditing	3.00	Elective
BUS 307	Retail Management	3.00	Elective
BUS 309	Salesmanship	3.00	Elective
BUS 428	Public Relations	3.00	Elective
BUS 431	Advertising	3.00	Elective
BUS 461	Marketing Research	3.00	Elective
ECN 325	Money and Banking	3.00	Elective
ECN 421	Managerial Economics	3.00	Elective
LDR 345	Leading Teams	3.00	Elective
LDR 445	Strategic Leadership	3.00	Elective

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MIS 400	Advanced Projects	3.00	Elective
MIS 401	MIS Internship I	1.00	Elective
MIS 402	MIS Internship II	2.00	Elective
MIS 404	MIS Internship IV	4.00	Elective
MIS 405	MIS Internship V	5.00	Elective
MIS 406	MIS Internship VI	6.00	Elective
MIS 407	MIS Internship VII	7.00	Elective
MIS 408	MIS Internship VIII	8.00	Elective
MIS 409	MIS Internship IX	9.00	Elective
MIS 410	MIS Internship X	10.00	Elective
MIS 411	MIS Internship XI	11.00	Elective
MIS 412	MIS Internship XII	12.00	Elective
MIS 425	Enterprise Collaboration Software	3.00	Elective
MIS 450	Systems Analysis	3.00	Elective

**Management Information Systems BS**

Management Information Systems - 51 Credits

Since when can a major offer so many career options! Management Information Systems at William Woods University will give you the flexibility to prepare you for a multitude of careers with our programs developed around individual student interests. Our faculty prepare you for these careers by allowing you the opportunity to engage in self-directed projects, partnerships with major companies in the area, internships, and the opportunity to assist in running the only student-managed business on campus. These hands-on activities take classroom theory and pull it into real-world activities. When you leave WWU, you will have a full array of MIS projects proven to show employers your ability to apply classroom knowledge. Come join MIS today!

Core Credits: 51.00

Course Code	Course Description	Credit Hours	Required / Elective
ACC 240	Principles of Accounting I	3.00	Required
ACC 412	Advanced Productivity Tools	3.00	Required
BUS 206	Entrepreneurship	3.00	Required

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BUS 324	Personal Finance	3.00	Required
BUS 332	Business Communications	3.00	Required
MIS 100	Introduction to Web 2.0	3.00	Required
MIS 125	Productivity Tools	3.00	Required
MIS 225	Database Management Systems	3.00	Required
MIS 250	Networks and Telecommunications	3.00	Required
MIS 325	Website Development	3.00	Required
MIS 350	Project Management	3.00	Required
MIS 425	Enterprise Collaboration Software	3.00	Required
MIS 450	Systems Analysis	3.00	Required
MIS 475	Mngmnt Information Systems/Capstone	3.00	Required
	Internship - 3 Credits		
MIS 401	MIS Internship I	1.00	Elective
MIS 402	MIS Internship II	2.00	Elective
MIS 403	MIS Internship III	3.00	Elective
MIS 404	MIS Internship IV	4.00	Elective
MIS 405	MIS Internship V	5.00	Elective
MIS 406	MIS Internship VI	6.00	Elective
MIS 407	MIS Internship VII	7.00	Elective
MIS 408	MIS Internship VIII	8.00	Elective
MIS 409	MIS Internship IX	9.00	Elective
MIS 410	MIS Internship X	10.00	Elective
MIS 411	MIS Internship XI	11.00	Elective
MIS 412	MIS Internship XII	12.00	Elective
	Writing Elective - 3 Credits		
ENG 302	Technical Writing	3.00	Elective
ENG 345	Grant Writing	3.00	Elective
	MIS Applications/Experience - 3 Credits		



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MIS 370	MIS Advanced Projects	3.00	Elective

**Nursing Completion RN to BSN BSN**

**Nursing Completion RN to BSN - 31 Credits**

The BSN completion program is fully online and asynchronous, allowing associate degree and diploma prepared nurses the opportunity to obtain their BSN. There are required clinical components within the program which can be completed near the student's residence. This program is semester based and consists of 8-week courses offered fall, spring and summer, with the exception of the NUR 490 Community/Public Health and NUR 470 Special Topics in Nursing, which are traditional 16-week courses.

\* For progression in the program, students can have no more than two (2) C's overall in the NUR courses.

Core Credits: 31.00

Course Code	Course Description	Credit Hours	Required / Elective
NUR 301	Transition to Professional Nursing	3.00	Required
NUR 310	Nursing Research	3.00	Required
NUR 320	Health Assessment	3.00	Required
NUR 350	Nursing Informatics	3.00	Required
NUR 360	Individual and Family Assessment	3.00	Required
NUR 410	Advanced Research and Scholarly Writing	3.00	Required
NUR 450	Advanced Leadership and Management	3.00	Required
NUR 480	Evidence Based Practice	3.00	Required
NUR 490	Community/Public Health Capstone/Clinical	4.00	Required
	Required Elective - 3 Credits		
NUR 370	Issues in Rural Health Nursing	3.00	Elective
NUR 380	Issues in Mental Health Nursing	3.00	Elective
NUR 470	Special Topics in Nursing	3.00	Elective

**Physics BS**

Physics - 58 Credits

Physics is a broad and dynamic field which provides students with valuable problem-solving and critical thinking skills, while instilling a solid mathematical foundation. Additional training in computer programming and hands-on experimentation gives students the background needed to pursue a wide variety of careers. Physicists have secured employment as research scientists at universities, national labs, hospitals, and private companies. They have works as analysts on Wall Street, as engineers for government defense contractors and aerospace agencies, and have been heavily involved in the expansion of the computer software industry.

Core Credits: 58.00

Course Code	Course Description	Credit Hours	Required / Elective
MAT 214	Calculus II	4.00	Required
MAT 215	Linear Algebra	3.00	Required
MAT 224	Calculus III	4.00	Required
MAT 312	Differential Equations	3.00	Required
PHY 201	Physics I -N	4.00	Required
PHY 202	Physics I Lab	0.00	Required
PHY 203	Physics I Lab for transfer students	1.00	Required
PHY 212	Physics II -N	4.00	Required
PHY 213	Physics II Lab	0.00	Required
PHY 315	Modern Physics	3.00	Required
PHY 318	Mathematical Methods in Physics	3.00	Required
PHY 321	Classical Mechanics	3.00	Required
PHY 360	Thermodynamics & Statistical Mchncs	3.00	Required
PHY 381	Electrostatics & Magnetism	3.00	Required
PHY 382	Electrodynamics	3.00	Required
PHY 421	Quantum Mechanics I	3.00	Required
PHY 422	Quantum Mechanics II	3.00	Required
PHY 450	Advanced Laboratory Methods	3.00	Required
PHY 460	Optics	3.00	Required

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PHY 480	Numerical Methods	3.00	Required
PHY 490	Senior Research Practicum	3.00	Required

**Political/Legal Studies BA**

Political and Legal Studies - 36 Credits

According to Daniel Webster, "Justice is the great interest of man on earth. It is the ligament which holds civilized beings and civilized nations together." Our political/legal studies degree offers you the opportunity, through an intense program of study, to evaluate political and legal principles. The program focuses on the liberal arts study of law and political science and includes practical skills such as legal research and writing; oral and written advocacy; and the opportunity for internships and field experience.

Core Credits: 36.00

Course Code	Course Description	Credit Hours	Required / Elective
PLS 105	Politics and Government -S	3.00	Required
PLS 110	American Legal System -S	3.00	Required
PLS 210	Law, Ethics and Morality -E	3.00	Required
PLS 213	Critical Thinking About Politics -T	3.00	Required
PLS 303	American Jurisprudence	3.00	Required
PLS 304	American Political Theory	3.00	Required
PLS 312	International Law and Politics	3.00	Required
PLS 325	Advocacy	3.00	Required
PLS 329	Conflict & Dispute Resolution	3.00	Required
PLS 415	Senior Seminar	3.00	Required
PLS 417	Writing and Research in Public Policy	3.00	Required
PLS 445	Constitutional Law	3.00	Required

**Pre-Engineering AS**

Pre-Engineering - 41 Credits

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Coursework in this program is designed to simulate the first two years of a typical engineering Bachelor's degree program. It includes 35 engineering-based credits and 33 General Education credits.

Core Credits: 41.00

Course Code	Course Description	Credit Hours	Required / Elective
CHM 114	General Chemistry I -N	4.00	Required
CHM 115	General Chemistry I Lab	0.00	Required
CHM 116	General Chemistry I Lab transfer st	1.00	Required
CHM 124	General Chemistry II -N	4.00	Required
CHM 125	General Chemistry II Lab	0.00	Required
ECN 252	Microeconomics -S	3.00	Required
HIS 103	Early America and the United States: Colonization, Revolution, and Civil War	3.00	Required
MAT 124	Calculus I -M	5.00	Required
MAT 214	Calculus II	4.00	Required
MAT 215	Linear Algebra	3.00	Required
MAT 224	Calculus III	4.00	Required
MAT 312	Differential Equations	3.00	Required
PHY 201	Physics I -N	4.00	Required
PHY 202	Physics I Lab	0.00	Required
PHY 203	Physics I Lab for transfer students	1.00	Required
PHY 212	Physics II -N	4.00	Required
PHY 213	Physics II Lab	0.00	Required

**Paralegal Studies BS**

Paralegal Studies - 42 Credits

To provide students with a core of legal knowledge and critical thinking, understanding of professional ethics, communication and interpersonal skills, which will enhance the students' ability to function effectively as professionals in a legal environment.

Core Credits: 42.00

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Course Code	Course Description	Credit Hours	Required / Elective
PRL 302	Law and Paralegalism	3.00	Required
PRL 304	Electronic Legal Research	3.00	Required
PRL 306	Civil Practice	3.00	Required
PRL 309	Ethics and the Law Office	3.00	Required
PRL 311	Evidence and Fact Gathering	3.00	Required
PRL 315	Family Law	3.00	Required
PRL 318	Criminal Practice	3.00	Required
PRL 321	Administrative & Federal Procedure	3.00	Required
PRL 420	Probate and Estate Planning	3.00	Required
PRL 430	Contracts	3.00	Required
PRL 440	Constitutional Issues	3.00	Required
PRL 450	Torts Law	3.00	Required
PRL 475	Practicum and Capstone	6.00	Required

**Psychology BA**

Psychology - 43 Credits

Bachelor of Arts degree program require a minor and a year of a foreign language.

The major in psychology is designed to prepare students to be successful in their graduate school pursuits. The program is focused on giving students the foundational knowledge necessary to be competent in whichever area of psychology they choose. Our psychology degree also focuses on understanding and predicting behavior, critically evaluating empirical research, and the development of counseling skills. Student are offered numerous opportunities for research and internships.

Core Credits: 43.00

Course Code	Course Description	Credit Hours	Required / Elective
MAT 114	Elementary Statistics -M	3.00	Required
PSY 101	General Psychology I -S	3.00	Required
PSY 102	General Psychology II -S	3.00	Required

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PSY 225	Careers in Psychology	3.00	Required
PSY 310	Social Psychology	3.00	Required
PSY 313	Statistics for the Social Sciences	3.00	Required
PSY 324	Cognitive Psychology	4.00	Required
PSY 411	Abnormal Psychology	3.00	Required
PSY 413	Advanced Research Project	3.00	Required
PSY 450	Psychology Seminar	3.00	Required
SWK 313	Research Methods	3.00	Required
	Psychology Electives - 9 Credits		
	Psychology Electives		
PSY 221	Educational Psychology -S	3.00	Elective
PSY 285	Psychology of Personality -S	3.00	Elective
PSY 300	Independent Study	3.00	Elective
PSY 326	Psychology of Intimate Relationship	3.00	Elective
PSY 366	Interdisciplinary Honors Studies	3.00	Elective
PSY 390	PSY Internship I	3.00	Elective
PSY 400	Advanced Projects	3.00	Elective
PSY 412	Counseling	3.00	Elective
PSY 451	PSY Internship II	3.00	Elective
	Developmental Psychology Elective - must complete at least 3 credits		
PSY 226	Child and Adolescent Development -S	3.00	Elective
PSY 312	Lifespan Development	3.00	Elective

**Studio Art (BFA) BFA**

Studio Art (BFA) - 70 Credits

Students seeking art education certification please see the Art Education Major for Requirements.

Core Credits: 70.00

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Course Code	Course Description	Credit Hours	Required / Elective
ART 105	Basic Design -A	3.00	Required
ART 110	Drawing I -A	3.00	Required
ART 111	Drawing II	3.00	Required
ART 115	Color and Light -A	3.00	Required
ART 206	Painting I -A	3.00	Required
ART 207	Painting II	3.00	Required
ART 208	Sculpture I	3.00	Required
ART 210	Portfolio Development	1.00	Required
ART 220	Water-based Painting I -A	3.00	Required
ART 230	Survey Of Western Art I -A	3.00	Required
ART 231	Survey of Western Art II -A	3.00	Required
ART 310	Drawing III	3.00	Required
ART 470	Senior Practicum	3.00	Required
	Studio Art Electives - 27 Credits (Must complete at least 12 Upper Level Credits)		
ART 202	Fundamentals of Graphic Design	3.00	Elective
ART 209	Sculpture II	3.00	Elective
ART 212	Printmaking I	3.00	Elective
ART 213	Printmaking II	3.00	Elective
ART 215	Weaving & Fiber Arts I -A	3.00	Elective
ART 216	Weaving & Fiber Arts II	3.00	Elective
ART 221	Water-based Painting II	3.00	Elective
ART 222	Ceramics I -A	3.00	Elective
ART 223	Ceramics II -A	3.00	Elective
ART 256	Digital Imaging	3.00	Elective
ART 303	Intermediate Graphic Design	3.00	Elective

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	Studio Art Upper Level Electives - Must complete at least 12 Upper Level Credits		
ART 306	Painting III	3.00	Elective
ART 307	Painting IV	3.00	Elective
ART 308	Sculpture III	3.00	Elective
ART 309	Sculpture IV	3.00	Elective
ART 311	Drawing IV	3.00	Elective
ART 312	Printmaking III	3.00	Elective
ART 313	Printmaking IV	3.00	Elective
ART 322	Ceramics III	3.00	Elective
ART 323	Ceramics IV	3.00	Elective
ART 332	Publication Design	3.00	Elective
	Art History Electives - 6 Credits		
ART 233	Women, Art & Society -A	3.00	Elective
ART 331	Modern and Contemporary Art	3.00	Elective

**Social Science Education BS**

Social Science Education - 92 Credits

The undergraduate education program at William Woods University is committed to the development of reflective teachers, who draw upon the skills, knowledge, and dispositions necessary for high-impact careers in the field. A variety of authentic experiential learning opportunities and vital partnerships with local school districts allow teacher candidates to apply the pedagogical principles introduced in their coursework. The WWU undergraduate education program continues to develop responsive and rigorous curriculum designed to engage students in the historical, cultural, political, social, psychological and technological aspects of teaching. With a small faculty dedicated to the success of each student, William Woods teacher candidates will find the program to be collaborative and learner-focused.

Core Credits: 92.00

Course Code	Course Description	Credit Hours	Required / Elective
	Required Professional Education Courses - 50 Credits		



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EDU 201	Multicultural Education	3.00	Required
EDU 211	Educational Technology I	3.00	Required
EDU 231	Exceptional Child	3.00	Required
EDU 250	Foundations of Education	3.00	Required
EDU 291	Beginning Clinical Experience	2.00	Required
EDU 392	Reading & Wrtnng in the Content Area	3.00	Required
EDU 395	Intermediate Clinical Experience	3.00	Required
EDU 422	Measurement & Assessment in Eductn	3.00	Required
EDU 441	Student Centered Reading & Writing	3.00	Required
EDU 453	Classroom Management	3.00	Required
EDU 492	Educational Seminar	3.00	Required
EDU 499	Supervised Teaching (Secondary)	9.00	Required
HIS 418	HIS Methods of Teaching	3.00	Required
PSY 221	Educational Psychology -S	3.00	Required
PSY 226	Child and Adolescent Development -S	3.00	Required
	US History Content Knowledge - 12 Credits		
HIS 103	Early America and the United States: Colonization, Revolution, and Civil War	3.00	Required
HIS 104	Modern US History: From Reconstruction to Superpower	3.00	Required
HIS 314	Teaching History -H	3.00	Required
	World History Content Knowledge - 12 Credits		
HIS 101	Dawn and Rebirth: A History of the World to 1500	3.00	Elective
HIS 102	Industry, Ideology, and War: A History of the World since 1500	3.00	Elective
	Political Science Content Knowledge - 6 Credits		

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PLS 105	Politics and Government -S	3.00	Elective
	Economics Content Knowledge - 3 Credits		
ECN 251	Macroeconomics -S	3.00	Elective
ECN 252	Microeconomics -S	3.00	Elective
	Geography Content Knowledge - 3 Credits		
GEO 201	Regions & Nations of the World I -D	3.00	Elective
GEO 202	Regions & Nations of the Wrld II -D	3.00	Elective
	Behavioral Science Content Knowledge - 6 Credits		
PSY 101	General Psychology I -S	3.00	Elective
PSY 102	General Psychology II -S	3.00	Elective
	World History Content Knowledge Elective - 6 Credits		
HIS 338	The Atlantic World: Exploration, Colonization, and GLocalization	3.00	Elective
HIS 341	Cold War	3.00	Elective
HIS 353	World War II	3.00	Elective
	Political Science Content Knowledge Elective - 3 Credits		
PLS 110	American Legal System -S	3.00	Elective
PLS 213	Critical Thinking About Politics -T	3.00	Elective
PLS 304	American Political Theory	3.00	Elective
	US History Content Knowledge Elective - 3 hours		
HIS 310	Daughters of Liberty, Suffragists, and Feminists: The Story of Women in America	3.00	Elective
HIS 316	Built Environment in American History	3.00	Elective

**Speech Theatre Education BS**

Speech & Theatre Education (9-12) - 98 Credits

The undergraduate education program at William Woods University is committed to the development of reflective teachers, who draw upon the skills, knowledge, and dispositions necessary for high-impact careers in the field. A variety of authentic experiential learning opportunities and vital partnerships with local school districts allow teacher candidates to apply the pedagogical principles introduced in their coursework. The WWU undergraduate education program continues to develop responsive and rigorous curriculum designed to engage students in the historical, cultural, political, social, psychological and technological aspects of teaching. With a small faculty dedicated to the success of each student, William Woods teacher candidates will find the program to be collaborative and learner-focused.

Core Credits: 98.00

Course Code	Course Description	Credit Hours	Required / Elective
COM 101	Intro To Speech Communication -C	3.00	Required
COM 105	Voice & Diction -C	3.00	Required
COM 190	Introduction to Mass Media	3.00	Required
COM 209	Argumentation and Debate -T	3.00	Required
COM 320	Communication Theory	3.00	Required
COM 330	Communication Law	3.00	Required
THA 110	Introduction to Theatre -A	3.00	Required
THA 234	Stagecraft	3.00	Required
THA 255	Acting I Basic Skills -A	3.00	Required
THA 331	Lighting for Stage and Set	3.00	Required
THA 362	Theatre History I	3.00	Required
THA 470	Directing	3.00	Required
	Required Professional Education Courses - 53 Credits		
EDU 201	Multicultural Education	3.00	Required
EDU 211	Educational Technology I	3.00	Required
EDU 231	Exceptional Child	3.00	Required
EDU 250	Foundations of Education	3.00	Required
EDU 291	Beginning Clinical Experience	2.00	Required

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EDU 392	Reading & Wrtnng in the Content Area	3.00	Required
EDU 395	Intermediate Clinical Experience	3.00	Required
EDU 422	Measurement & Assessment in Eductn	3.00	Required
EDU 441	Student Centered Reading & Writing	3.00	Required
EDU 453	Classroom Management	3.00	Required
EDU 492	Educational Seminar	3.00	Required
EDU 499	Supervised Teaching (Secondary)	9.00	Required
PSY 221	Educational Psychology -S	3.00	Required
PSY 226	Child and Adolescent Development -S	3.00	Required
THA 418	THA Methods of Teaching	3.00	Required
	Speech/Theatre/Mass Communications Elective - 9 Credits		
COM 110	Beginning Media Writing	3.00	Elective
COM 150	Survey of Production Techniques	3.00	Elective
COM 200	Introductory Projects	3.00	Elective
COM 203	Interpersonal Communication	3.00	Elective
COM 207	Radio Broadcasting	1.00	Elective
COM 213	Gender Communications	3.00	Elective
COM 220	Logic and Persuasion -T	3.00	Elective
COM 251	Oral Interpretation of Literature	3.00	Elective
COM 316	Small Group Leadership	3.00	Elective
COM 335	Public Affairs Reporting	3.00	Elective
COM 373	Announcing and Reporting I	3.00	Elective
COM 383	Announcing and Reporting II	3.00	Elective
COM 390	COM Internship I	3.00	Elective
COM 400	Advanced Projects	3.00	Elective
COM 449	Advanced Digital Video/Film Prodn	3.00	Elective
COM 451	COM Internship II	3.00	Elective

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COM 452	COM Internship III	6.00	Elective
COM 499	Senior Seminar	3.00	Elective
ENG 414	Shakespeare	3.00	Elective
THA 210	Dance Movement I -A	3.00	Elective
THA 211	Dance Movement II -A	3.00	Elective
THA 231	Makeup for Stage and Film	3.00	Elective
THA 232	Stage/Set Management	3.00	Elective
THA 354	Acting II: Scene Study	3.00	Elective
THA 363	Theatre History II	3.00	Elective
THA 454	Acting III: Period Style	3.00	Elective

### Social Work BSW

Social Work - 48 Credits

The Social Work Program at William Woods University is accredited by the Council on Social Work Education. The Bachelor in Social Work (B.S.W.) is recognized by employers and graduate schools. Students seeking the Master in Social Work (M.S.W.) are given credit for their undergraduate work toward their M.S.W. degree by most graduate schools.

#### Social Work Program Mission

A student-centered, multifaceted BSW program grounded in the liberal arts and generalist foundation, that prepares competent beginning level social work professionals to enhance human and community well-being, work with diverse and vulnerable populations, increase access to resources and advocate for social and economic justice within all systemic levels of social work intervention. In addition to academic foundation preparation, the William Woods University Social Work Program strongly believes that parallel engagement is paramount to student development. As such, the program utilizes active observations, interactions and service learning opportunities with service delivery systems, the clients they serve and the communities in which they live. Through faculty mentored hands-on learning opportunities and the 500 hour senior field practicum, students are able to master the core competencies by demonstrating the knowledge, values and skills of the profession's practice behaviors.

The core belief held by the WWU Social Work Program is as follows:

\*All human beings have intrinsic worth and dignity and deserve access to resources they need for safety and self-determination

\*The uniqueness and individuality of each person is a strength.

\*Social workers demonstrate respect for and acceptance of the unique characteristics of diverse populations.

\*Social Workers are responsible for ethical conduct, competent practice and for life-long learning

Social Work Program Goals:

1. Prepare competent professional bachelors level social workers that have a liberal arts perspective and a professional social work foundation, which prepares them for entry-level generalist practice with diverse client systems of various sizes and contexts.
2. Prepare professional social workers who understand themselves and the diverse populations they serve; who appreciate and embrace diversity, a historical perspective, human behavior, and view client systems through a strengths perspective.
3. Prepare professional social workers who can enhance social service delivery by understanding the reciprocal relationship between policy and practice and are prepared to practice and advocate for social justice at all systemic levels.
4. Prepare professional social workers that are committed to ethical practice, which includes critical thinking, the problem solving process, research based decision making, evidence based practice, life-long learning and preparation for graduate education.

WWU BSW Program Objectives/Competencies

The following Objectives reflect the CSWE 10 core competencies that are common to all of social work practice as outlined by the Council for Social Work Education EPAS 2008. Each competency has several measurable practice behaviors that are used to assess student performance.

1. Students will understand the history and core values of the profession and begin to identify as a professional social worker and conduct oneself accordingly. Supports Program Goals 1, 2, 3, 4
2. Students will learn to apply social work ethical principles to guide ethical practice and ethical decision making. Supports Program Goals 3, 4
3. Students will be able to apply critical thinking to inform and communicate professional judgments. Supports Program Goals 3, 4
4. Students will understand how diversity characterizes and shapes the human experiences and engages diversity and difference in practice. Supports Program Goals 2, 3, 4
5. Students will develop the skills to advance human rights and practice social and economic justice. Supports Program Goals 2, 3
6. Students will engage in research-informed practice & practice-informed research. Supports Program Goals 3, 4
7. Students will apply knowledge of human behavior and the social environment. Supports Program Goals 2, 3

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8. Students will learn to engage in policy practice to advance social and economic well-being and to deliver effective social work services. Supports Program Goals 3, 4

9. Students will be able to recognize and respond to contexts that shape practice. Supports Program Goals 1, 2

10. Social work graduates are informed, resourceful, and proactive in responding to evolving organizational, community, and societal contexts at all levels of practice. Social workers recognize that the context of practice is dynamic, and use knowledge and skill to respond proactively. Supports Program Goals 1, 2, 3, 4.

### ASSESSMENT OF STUDENT LEARNING OUTCOMES FORM

During the junior and senior years students develop the skill base for beginning professional practice of social work. The centerpiece to this intellectual and professional development of the social work major is the internship taken both semesters in the senior year. The internship provides 500 hours of direct social work practice in a social welfare agency under the supervision of a qualified agency field instructor.

Social Work majors are required to maintain an overall GPA of 2.50 and a C or above in social work Internship courses. Social work majors are required to complete the General Education courses listed below:

SCA 111 Introduction to Sociology

PSY 101 General Psychology I OR

PSY 102 General Psychology II

In addition, MAT 114 Elementary Statistics is highly recommended

Resources:

WWU Social Work Program Handbook

WWU Social Work Field Education Manual

Core Credits: 48.00

Course Code	Course Description	Credit Hours	Required / Elective
PSY 313	Statistics for the Social Sciences	3.00	Required
SWK 215	Social Welfare -S	3.00	Required
SWK 230	Interaction Skills	3.00	Required
SWK 312	Intervention Strategies Indiv/Famil	3.00	Required
SWK 313	Research Methods	3.00	Required
SWK 314	Group Dynamics & Interventions	3.00	Required

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SWK 315	Community & Organizational Developm	3.00	Required
SWK 316	Human Behavior in the Environment I	3.00	Required
SWK 317	Human Behavior in Environment II	3.00	Required
SWK 338	Social Welfare Policy	3.00	Required
SWK 450	Senior Field Practicum I	4.00	Required
SWK 451	Senior Field Practicum II	4.00	Required
SWK 452	Senior Field Seminar	2.00	Required
SWK 453	Senior Capstone Seminar	2.00	Required
	SWK Elective - 6 Credits		
SWK 203	Aging in America - A New Genertn	3.00	Elective
SWK 273	Crime Victimization in America	3.00	Elective
SWK 274	Mental Health Services & Policies	3.00	Elective
SWK 304	Domestic Violence Theories & Interv	3.00	Elective
SWK 322	Addictive Behaviors & Substan Abuse	3.00	Elective
SWK 340	Child Abuse and Neglect	3.00	Elective
SWK 406	Working with Juvenile Offenders	3.00	Elective
	SWK Required General Education Courses - 6 Credits (must complete PSY101 or PSY102)		
	SWK Required General Education Electives - 3 Credits		
CMJ 110	Introduction to Criminal Justice -S	3.00	Elective
ECN 251	Macroeconomics -S	3.00	Elective
ECN 252	Microeconomics -S	3.00	Elective
PLS 105	Politics and Government -S	3.00	Elective
PLS 110	American Legal System -S	3.00	Elective
PSY 221	Educational Psychology -S	3.00	Elective
PSY 226	Child and Adolescent Development -S	3.00	Elective
PSY 285	Psychology of Personality -S	3.00	Elective



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	SWK Required General Education Elective: General Psychology - 3 Credits		
PSY 101	General Psychology I -S	3.00	Elective
PSY 102	General Psychology II -S	3.00	Elective

**Theatre Arts BA**

Theatre - 48 Credits (Core - 36 Credits and Selected Concentration - 12 Credits)

The major in theatre introduces students to all aspects of theatrical production. The program balances course work between acting and directing, history and literature, and technical theatre and management. This degree requires the theatre major to take the 33 hours of core classes plus a 12 hour concentration in either Performance or Technical Theatre.

Core Credits: 36.00

Course Code	Course Description	Credit Hours	Required / Elective
BUS 206	Entrepreneurship	3.00	Required
ENG 414	Shakespeare	3.00	Required
THA 110	Introduction to Theatre -A	3.00	Required
THA 231	Makeup for Stage and Film	3.00	Required
THA 234	Stagecraft	3.00	Required
THA 240	Stage Combat -A	3.00	Required
THA 255	Acting I Basic Skills -A	3.00	Required
THA 362	Theatre History I	3.00	Required
THA 363	Theatre History II	3.00	Required
THA 470	Directing	3.00	Required
THA 499	Senior Project	3.00	Required
	Required Electives - 3 Credits		
COM 105	Voice & Diction -C	3.00	Elective
COM 251	Oral Interpretation of Literature	3.00	Elective
THA 126	Technical Practicum	1.00	Elective

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THA 211	Dance Movement II -A	3.00	Elective
THA 250	Survey of American Muscl Theatre -A	3.00	Elective

**Concentrations**

**Performance**

Theatre Performance Concentration - 12 Credits

Core Credits: 12.00

Course Code	Course Description	Credit Hours	Required / Elective
THA 210	Dance Movement I -A	3.00	Required
THA 310	Acting for the Camera	3.00	Required
THA 354	Acting II: Scene Study	3.00	Required
THA 454	Acting III: Period Style	3.00	Required

**Technical**

Theatre Technical Concentration - 12 Credits

Core Credits: 12.00

Course Code	Course Description	Credit Hours	Required / Elective
ART 105	Basic Design -A	3.00	Required
THA 232	Stage/Set Management	3.00	Required
THA 331	Lighting for Stage and Set	3.00	Required
THA 332	Stage Costuming	3.00	Required

**Workforce Development BS**

Workforce Development - 48 Credits (Core - 36 Credits and Selected Concentration - 12 Credits)

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A student who earns a B.S. degree in Workforce Development from WWU will have a wide variety of knowledge in areas such as labor management, leadership, negotiations, business, and communications. This degree is designed to further the knowledge and management skills of employees and managers whose previous educational background is primarily technical or industrial.

Core Credits: 36.00

Course Code	Course Description	Credit Hours	Required / Elective
ACC 240	Principles of Accounting I	3.00	Required
BUS 305	Management and Labor Relations	3.00	Required
BUS 321	Principles of Marketing	3.00	Required
BUS 329	Managerial Ethics -E	3.00	Required
BUS 335	Business Law	3.00	Required
BUS 351	Principles of Management	3.00	Required
BUS 475	Human Resources Administration	3.00	Required
ECN 251	Macroeconomics -S	3.00	Required
HIS 316	Built Environment in American History	3.00	Required
LDR 301	Leadership	3.00	Required
MIS 350	Project Management	3.00	Required
SCA 353	Race and Ethnicity -D	3.00	Required

### Concentrations

#### Business

Business Concentration - 12 Credits

Core Credits: 12.00

Course Code	Course Description	Credit Hours	Required / Elective
BUS 315	Customer Service	3.00	Required
BUS 332	Business Communications	3.00	Required
BUS 357	Non-profit Management	3.00	Required

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LDR 345	Leading Teams	3.00	Required

**Labor Mgmt & Leadership**

Labor Management and Leadership Concentration - 12 Credits

Core Credits: 12.00

Course Code	Course Description	Credit Hours	Required / Elective
BUS 360	Negotiations	3.00	Required
LDR 330	Global Leadership	3.00	Required
LDR 445	Strategic Leadership	3.00	Required
LDR 450	Ethics in Leadership	3.00	Required

## Undergraduate Minors

### Accounting

The accounting minor at William Woods University is a useful complement to any major. It provides the student with an intermediate level of knowledge of budgeting, personal finance, and accounting. The minor requires the student to complete 18 credits: Six from Principles of Accounting I and II and then 12 additional credits from a variety of accounting courses such as Cost Accounting, Taxation, or Auditing, etc.

ACC 240, 241 and ACC electives, with 12 upper-level credits

Core Credits: 18.00

Course Code	Course Description	Credit Hours	Required / Elective
ACC 240	Principles of Accounting I	3.00	Required
ACC 241	Principles of Accounting II	3.00	Required
	Required Electives - 12 Credits		
ACC 300	Independent Study	3.00	Elective
ACC 312	Intermediate Accounting I	3.00	Elective
ACC 319	Taxation for Entrepreneurs	3.00	Elective
ACC 322	Intermediate Accounting II	3.00	Elective
ACC 343	Cost and Managerial Accounting	3.00	Elective
ACC 400	Advanced Projects	3.00	Elective
ACC 403	ACC Internship III	3.00	Elective
ACC 406	ACC Internship VI	6.00	Elective
ACC 412	Advanced Productivity Tools	3.00	Elective
ACC 430	Investments with Financial Statement Analysis	3.00	Elective
ACC 441	Auditing	3.00	Elective

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**Business Administration**

Students who want to complete the 5-year MBA option should work with their advisors to plan to complete the first 4 courses of the MBA program during their final fall and spring undergraduate semesters.

Core Credits: 18.00

Course Code	Course Description	Credit Hours	Required / Elective
ACC 240	Principles of Accounting I	3.00	Required
	Required Electives - 12 Credits (6 must be upper level and 3 must be Macro or Micro Econ)		
	Required Economics Elective - 3 Credits		
ECN 251	Macroeconomics -S	3.00	Elective
ECN 252	Microeconomics -S	3.00	Elective
	Required Business Electives - (at least 6 credits must be upper level)		
ACC 312	Intermediate Accounting I	3.00	Elective
ACC 319	Taxation for Entrepreneurs	3.00	Elective
ACC 321	Accounting for Payroll	3.00	Elective
ACC 322	Intermediate Accounting II	3.00	Elective
ACC 343	Cost and Managerial Accounting	3.00	Elective
ACC 412	Advanced Productivity Tools	3.00	Elective
BUS 307	Retail Management	3.00	Elective
BUS 309	Salesmanship	3.00	Elective
BUS 315	Customer Service	3.00	Elective
BUS 321	Principles of Marketing	3.00	Elective
BUS 324	Personal Finance	3.00	Elective
BUS 329	Managerial Ethics -E	3.00	Elective
BUS 332	Business Communications	3.00	Elective
BUS 335	Business Law	3.00	Elective
BUS 351	Principles of Management	3.00	Elective

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BUS 357	Non-profit Management	3.00	Elective
BUS 360	Negotiations	3.00	Elective
BUS 403	BUS Internship III	3.00	Elective
BUS 415	Corporate Finance	3.00	Elective
BUS 421	Organizational Behavior	3.00	Elective
BUS 428	Public Relations	3.00	Elective
BUS 431	Advertising	3.00	Elective
BUS 461	Marketing Research	3.00	Elective
BUS 475	Human Resources Administration	3.00	Elective
ECN 325	Money and Banking	3.00	Elective
MIS 325	Website Development	3.00	Elective
MIS 350	Project Management	3.00	Elective
MIS 370	MIS Advanced Projects	3.00	Elective
	Lower Level Electives		
ACC 241	Principles of Accounting II	3.00	Elective
BUS 206	Entrepreneurship	3.00	Elective
BUS 214	Business Ethics -E	3.00	Elective
BUS 231	Risk Management and Insurance	3.00	Elective
MIS 100	Introduction to Web 2.0	3.00	Elective
MIS 125	Productivity Tools	3.00	Elective
MIS 225	Database Management Systems	3.00	Elective
MIS 250	Networks and Telecommunications	3.00	Elective

**Coaching**

The Coaching minor would give all education majors, and even non-majors who may want to coach for local Parks & Recreation Departments or YMCAs, the knowledge base to take on coaching duties at the secondary school level.

Program Objectives:

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Students will develop the skills needed in basic first aid and CPR/AED to properly provide emergency care to athletes of all ages.

Students will obtain the knowledge and skills needed to help prevent, manage and provide basic treatment for sports injuries.

Students will increase their ability to properly manage an athletic program including leadership, budget and facility management.

Students will acquire the skills necessary to apply psychological concepts to sports participation.

Students will develop an understanding of how an athlete's psyche changes during sports participation and the ability to manage different personalities and psychological issues.

Students will enhance their understanding of the various offensive and defensive strategies of football, soccer, basketball, volleyball, baseball, softball, track & field and cross country.

Students will learn how to evaluate players and design practices and drill to instruct proper technique.

Students will expand their understanding of the various philosophies and approaches to the arrangement of practice sessions and off-season programs.

Students will gain an appreciation for the various game strategies, how to scout opponents and develop game strategies.

Students will increase their understanding of the rules and officiating of football, soccer, basketball, volleyball, baseball, softball, track & field, and cross country at both the interscholastic and intercollegiate levels.

Core Credits: 18.00

Course Code	Course Description	Credit Hours	Required / Elective
EXS 104	First Aid and CPR	2.00	Required
EXS 303	Prevention/Care Athletic Injuries	3.00	Required
EXS 304	Prevention and Care Lab	1.00	Required
EXS 401	Sports Psychology	3.00	Required
PED 401	Thry Coaching Baseball and Softball	2.00	Required
PED 402	Thry Coaching Track/Field & Crs Cnt	2.00	Required
PED 403	Theory of Coaching Football/Soccer	2.00	Required
PED 404	Theory of Coaching Basket/Volleybll	2.00	Required
SMG 406	Management of Athletics	3.00	Required



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**Education**

Core Credits: 18.00

Course Code	Course Description	Credit Hours	Required / Elective
EDU 201	Multicultural Education	3.00	Required
EDU 231	Exceptional Child	3.00	Required
EDU 250	Foundations of Education	3.00	Required
	Education Minor Emphasis - 9 Credits		
	Instructor/Trainer Emphasis - 9 Credits		
EDU 211	Educational Technology I	3.00	Required
EDU 392	Reading & Wrtnng in the Content Area	3.00	Required
	EDU Elective - 3 Credits		
EDU 258	Cross Categorical Disabilities	3.00	Elective
EDU 261	Assessing Young Children	2.00	Elective
EDU 281	Early Childhood Principles	3.00	Elective
EDU 291	Beginning Clinical Experience	2.00	Elective
EDU 293	Pre-Student Teaching III	1.00	Elective
EDU 301	Family and Community Resources	3.00	Elective
EDU 311	Middle School Philosophy and Organi	3.00	Elective
EDU 313	Early Childhood Program Management	3.00	Elective
EDU 314	Middle School Curriculum & Instruct	3.00	Elective
EDU 317	Teaching Language Arts & Children's Literature	3.00	Elective
EDU 318	Teaching Social Studies in the Elementary/Middle Grades	3.00	Elective
EDU 319	Teaching Science in the Elementary/Middle Grades	3.00	Elective

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EDU 341	Teaching Mathematics	3.00	Elective
EDU 351	Language Development	3.00	Elective
EDU 353	Teaching Remedial Mathematics	3.00	Elective
EDU 358	Teaching Cross Categorical Disabilities	3.00	Elective
EDU 393	Teaching Reading and Writing	3.00	Elective
EDU 395	Intermediate Clinical Experience	3.00	Elective
	Math Emphasis - 9 Credits		
EDU 341	Teaching Mathematics	3.00	Required
MAT 231	Understanding Mathematics for Tchrs	3.00	Required
	Psychology Emphasis - 9 Credits		
PSY 221	Educational Psychology -S	3.00	Required
PSY 226	Child and Adolescent Development -S	3.00	Required
	Physical Education Emphasis - 9 Credits		
PED 250	History and Philosophy of Teaching Physical Education and Movement Concepts	3.00	Required
PED 352	Instrctnl Techniques in Health K-12	3.00	Required
	Reading Emphasis - 9 Credits		
EDU 317	Teaching Language Arts & Children's Literature	3.00	Required
EDU 392	Reading & Wrtnng in the Content Area	3.00	Required
	Special Education Emphasis - 9 Credits		
EDU 258	Cross Categorical Disabilities	3.00	Required
EDU 351	Language Development	3.00	Required
	EDU Elective - 3 Credits		
EDU 211	Educational Technology I	3.00	Elective
EDU 258	Cross Categorical Disabilities	3.00	Elective
EDU 261	Assessing Young Children	2.00	Elective
EDU 281	Early Childhood Principles	3.00	Elective

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EDU 291	Beginning Clinical Experience	2.00	Elective
EDU 293	Pre-Student Teaching III	1.00	Elective
EDU 300	Independent Study	3.00	Elective
EDU 301	Family and Community Resources	3.00	Elective
EDU 311	Middle School Philosophy and Organi	3.00	Elective
EDU 313	Early Childhood Program Management	3.00	Elective
EDU 314	Middle School Curriculum & Instruct	3.00	Elective
EDU 317	Teaching Language Arts & Children's Literature	3.00	Elective
EDU 318	Teaching Social Studies in the Elementary/Middle Grades	3.00	Elective
EDU 319	Teaching Science in the Elementary/Middle Grades	3.00	Elective
EDU 351	Language Development	3.00	Elective
EDU 353	Teaching Remedial Mathematics	3.00	Elective
EDU 358	Teaching Cross Categorical Disabilities	3.00	Elective
EDU 392	Reading & Wrtng in the Content Area	3.00	Elective
EDU 393	Teaching Reading and Writing	3.00	Elective
	EDU Elective - 3 Credits		
EDU 211	Educational Technology I	3.00	Elective
EDU 258	Cross Categorical Disabilities	3.00	Elective
EDU 261	Assessing Young Children	2.00	Elective
EDU 281	Early Childhood Principles	3.00	Elective
EDU 291	Beginning Clinical Experience	2.00	Elective
EDU 293	Pre-Student Teaching III	1.00	Elective
EDU 300	Independent Study	3.00	Elective
EDU 301	Family and Community Resources	3.00	Elective
EDU 311	Middle School Philosophy and Organi	3.00	Elective
EDU 313	Early Childhood Program Management	3.00	Elective

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EDU 314	Middle School Curriculum & Instruct	3.00	Elective
EDU 317	Teaching Language Arts & Children's Literature	3.00	Elective
EDU 318	Teaching Social Studies in the Elementary/Middle Grades	3.00	Elective
EDU 319	Teaching Science in the Elementary/Middle Grades	3.00	Elective
EDU 341	Teaching Mathematics	3.00	Elective
EDU 351	Language Development	3.00	Elective
EDU 353	Teaching Remedial Mathematics	3.00	Elective
EDU 358	Teaching Cross Categorical Disabilities	3.00	Elective
EDU 392	Reading & Wrtnng in the Content Area	3.00	Elective
EDU 393	Teaching Reading and Writing	3.00	Elective
EDU 395	Intermediate Clinical Experience	3.00	Elective
	EDU Elective - 3 Credits		
EDU 211	Educational Technology I	3.00	Elective
EDU 258	Cross Categorical Disabilities	3.00	Elective
EDU 261	Assessing Young Children	2.00	Elective
EDU 281	Early Childhood Principles	3.00	Elective
EDU 291	Beginning Clinical Experience	2.00	Elective
EDU 293	Pre-Student Teaching III	1.00	Elective
EDU 300	Independent Study	3.00	Elective
EDU 301	Family and Community Resources	3.00	Elective
EDU 311	Middle School Philosophy and Organi	3.00	Elective
EDU 313	Early Childhood Program Management	3.00	Elective
EDU 314	Middle School Curriculum & Instruct	3.00	Elective
EDU 317	Teaching Language Arts & Children's Literature	3.00	Elective
EDU 318	Teaching Social Studies in the Elementary/Middle Grades	3.00	Elective

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EDU 319	Teaching Science in the Elementary/Middle Grades	3.00	Elective
EDU 351	Language Development	3.00	Elective
EDU 353	Teaching Remedial Mathematics	3.00	Elective
EDU 358	Teaching Cross Categorical Disabilities	3.00	Elective
EDU 392	Reading & Wrtnng in the Content Area	3.00	Elective
EDU 393	Teaching Reading and Writing	3.00	Elective
EDU 395	Intermediate Clinical Experience	3.00	Elective
	EDU Elective - 3 Credits		
EDU 211	Educational Technology I	3.00	Elective
EDU 258	Cross Categorical Disabilities	3.00	Elective
EDU 261	Assessing Young Children	2.00	Elective
EDU 281	Early Childhood Principles	3.00	Elective
EDU 291	Beginning Clinical Experience	2.00	Elective
EDU 293	Pre-Student Teaching III	1.00	Elective
EDU 300	Independent Study	3.00	Elective
EDU 301	Family and Community Resources	3.00	Elective
EDU 311	Middle School Philosophy and Organi	3.00	Elective
EDU 313	Early Childhood Program Management	3.00	Elective
EDU 314	Middle School Curriculum & Instruct	3.00	Elective
EDU 318	Teaching Social Studies in the Elementary/Middle Grades	3.00	Elective
EDU 319	Teaching Science in the Elementary/Middle Grades	3.00	Elective
EDU 341	Teaching Mathematics	3.00	Elective
EDU 351	Language Development	3.00	Elective
EDU 353	Teaching Remedial Mathematics	3.00	Elective
EDU 358	Teaching Cross Categorical Disabilities	3.00	Elective
EDU 393	Teaching Reading and Writing	3.00	Elective

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EDU 395	Intermediate Clinical Experience	3.00	Elective
	EDU Elective - 3 Credits		
EDU 201	Multicultural Education	3.00	Elective
EDU 211	Educational Technology I	3.00	Elective
EDU 261	Assessing Young Children	2.00	Elective
EDU 281	Early Childhood Principles	3.00	Elective
EDU 291	Beginning Clinical Experience	2.00	Elective
EDU 293	Pre-Student Teaching III	1.00	Elective
EDU 300	Independent Study	3.00	Elective
EDU 301	Family and Community Resources	3.00	Elective
EDU 311	Middle School Philosophy and Organi	3.00	Elective
EDU 313	Early Childhood Program Management	3.00	Elective
EDU 314	Middle School Curriculum & Instruct	3.00	Elective
EDU 317	Teaching Language Arts & Children's Literature	3.00	Elective
EDU 318	Teaching Social Studies in the Elementary/Middle Grades	3.00	Elective
EDU 319	Teaching Science in the Elementary/Middle Grades	3.00	Elective
EDU 341	Teaching Mathematics	3.00	Elective
EDU 353	Teaching Remedial Mathematics	3.00	Elective
EDU 358	Teaching Cross Categorical Disabilities	3.00	Elective
EDU 392	Reading & Wrtng in the Content Area	3.00	Elective
EDU 393	Teaching Reading and Writing	3.00	Elective
EDU 395	Intermediate Clinical Experience	3.00	Elective

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**English**

The English minor immerses students in a world of texts, giving students the confidence to be fluent in multiple rhetorical situations. Whether it is paired with ASL interpreting, Law, or other specific discourses, a minor in English allows a student to communicate clearly and effectively.

Core Credits: 18.00

Course Code	Course Description	Credit Hours	Required / Elective
ENG 222	Introduction to Rhetoric -L	3.00	Required
ENG 280	Introduction to Literature -L	3.00	Required
	English Electives not including 099, 101 and 102 - 12 Credits		
COM 312	Screenplay Analysis and Treatment	3.00	Elective
ENG 200	Introductory Projects	3.00	Elective
ENG 201	World Masterpieces I -L	3.00	Elective
ENG 202	World Masterpieces II -L	3.00	Elective
ENG 205	English Literature I -L	3.00	Elective
ENG 206	English Literature II -L	3.00	Elective
ENG 210	Introduction to Film Studies -L	3.00	Elective
ENG 215	Film Genres -L	3.00	Elective
ENG 218	Introduction to Creative Writing -L	3.00	Elective
ENG 226	Young Adult Literature -L	3.00	Elective
ENG 238	American Literature I -L	3.00	Elective
ENG 239	American Literature II-L	3.00	Elective
ENG 300	Independent Study	3.00	Elective
ENG 301	Grammar and Syntax	3.00	Elective
ENG 302	Technical Writing	3.00	Elective
ENG 308	Creative Writing	3.00	Elective
ENG 316	Special Topics in Film	3.00	Elective
ENG 319	History of the English Language	3.00	Elective
ENG 327	Film Theory and Criticism	3.00	Elective

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ENG 328	Theory and Criticism of Literature	3.00	Elective
ENG 345	Grant Writing	3.00	Elective
ENG 373	Major Authors	3.00	Elective
ENG 406	Topics in Contemporary Writing	3.00	Elective
ENG 411	Rhetorical Analysis and Criticism	3.00	Elective
ENG 412	Compositn for Prospective Teachers	3.00	Elective
ENG 414	Shakespeare	3.00	Elective
ENG 418	Methods of Teaching	3.00	Elective
ENG 440	Senior Seminar	3.00	Elective
ENG 451	ENG Internship II	3.00	Elective

**Equine Administration**

The Equine Administration Minor is designed to provide theoretical knowledge and practical experience managing horses and equine facilities. Students can choose from a variety of electives to complete the required hours which may include emphasis on event, stable or horse management.

Core Credits: 23.00

Course Code	Course Description	Credit Hours	Required / Elective
EQA 305	Techniques of Facility Management	4.00	Required
EQU 101	Equestrian First Year Seminar	1.00	Required
EQU 111	Introduction to the Horse Industry	3.00	Required
EQU 117	Theory of Performance Hrs Hlth Mgmt	3.00	Required
EQU 118	Theory Prfrmnc Horse Hlth Mngmt II	3.00	Required
EQU 201	Horse Management Practicum I	3.00	Required
EQU 405	Equine Business Practices	3.00	Required
	Required Elective - 3 Credits		
EQA 320	Equine Event Management	3.00	Elective
EQA 420	Equine Administration Seminar	2.00	Elective
EQR 101	Fundamentals Of Horsemanship	1.00	Elective



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EQR 111	Introduction to Forward Seat	1.00	Elective
EQR 112	Introduction to Saddle Seat	1.00	Elective
EQR 120	Fundamentals of Dressage	1.00	Elective
EQR 121	Fundamentals of Hunt Seat	1.00	Elective
EQR 122	Fundamentals of Saddle Seat	1.00	Elective
EQR 125	Fundamentals of Western Seat	1.00	Elective
EQR 200	Introductory Project	1.00	Elective
EQR 214	Longlining & Driving	1.00	Elective
EQR 220	Intermediate Dressage	1.00	Elective
EQR 221	Intermediate Hunt Seat	1.00	Elective
EQR 222	Intermediate Saddle Seat	1.00	Elective
EQR 225	Intermediate Western	1.00	Elective
EQR 226	Hunter Under Saddle	1.00	Elective
EQR 320	Intermediate/Advanced Dressage	1.00	Elective
EQR 321	Intermediate/Advanced Hunt Seat	1.00	Elective
EQR 322	Intermediate/Advanced Saddle Seat	1.00	Elective
EQR 325	Intermediate/Advanced Western Seat	1.00	Elective
EQR 327	Intermediate Jumper	1.00	Elective
EQR 420	Advanced Dressage	1.00	Elective
EQR 421	Advanced Hunt Seat	1.00	Elective
EQR 422	Advanced Saddle Seat	1.00	Elective
EQR 425	Advanced Western	1.00	Elective
EQR 427	Advanced Jumper	1.00	Elective
EQU 221	Stable Management	3.00	Elective
EQU 391	Horse Management Practicum II	4.00	Elective

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**Equestrian Science**

The Equestrian Science Minor starts with a foundation of theoretical and practical horse management and a broad knowledge of the equine industry. Students can then focus on teaching, riding and training or horse management through elective options, or choose a more broad based approach to suit their career goals.

Core Credits: 22.00

Course Code	Course Description	Credit Hours	Required / Elective
EQU 101	Equestrian First Year Seminar	1.00	Required
EQU 111	Introduction to the Horse Industry	3.00	Required
EQU 117	Theory of Performance Hrs Hlth Mgmt	3.00	Required
EQU 118	Theory Prfrmnc Horse Hlth Mngmt II	3.00	Required
EQU 201	Horse Management Practicum I	3.00	Required
	Required Electives - 6-9 Credits		
EQS 300	Independent Study	3.00	Elective
EQS 304	Theory Equine Behav & Train Methods	3.00	Elective
EQS 306	Practical Equine Anatomy & Conditng	3.00	Elective
EQS 311	Tack Construction & Repair	1.00	Elective
EQS 320	Origins of Modern Riding	3.00	Elective
EQS 327	Applied Groundwork	2.00	Elective
EQS 328	Equine Evaluation	3.00	Elective
EQS 330	Dressage Issues	2.00	Elective
EQS 331	Hunter/Jumper Issues	2.00	Elective
EQS 332	Saddle Seat Issues	2.00	Elective
EQS 333	History of Breeds and Bloodlines	3.00	Elective
EQS 335	Western Issues	2.00	Elective
EQS 340	Teaching Techniques III-Dressage	2.00	Elective
EQS 341	Teaching Techniques III-Hunter/Jump	2.00	Elective
EQS 342	Teaching Techniques III-Saddle Seat	2.00	Elective
EQS 345	Teaching Techniques III-Western	2.00	Elective

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EQS 351	Teaching Techniques IV-Dressage	2.00	Elective
EQS 352	Teaching Techniques IV-Hunter/Jumpr	2.00	Elective
EQS 353	Teaching Techniques IV-Saddle Seat	2.00	Elective
EQS 355	Teaching Techniques IV-Western	2.00	Elective
EQS 390	Internship I	3.00	Elective
EQS 400	Advanced Projects	3.00	Elective
EQS 404	Veterinary Medicine & Reproduction	3.00	Elective
EQS 411	Teaching Techniques Seminar	2.00	Elective
EQS 412	Advanced Teaching Practicum	2.00	Elective
EQS 451	Internship II	3.00	Elective
EQS 452	Internship III	6.00	Elective
EQU 391	Horse Management Practicum II	4.00	Elective
EQU 405	Equine Business Practices	3.00	Elective
	Required Electives - 0-3 Credits		
EQR 101	Fundamentals Of Horsemanship	1.00	Elective
EQR 111	Introduction to Forward Seat	1.00	Elective
EQR 112	Introduction to Saddle Seat	1.00	Elective
EQR 120	Fundamentals of Dressage	1.00	Elective
EQR 121	Fundamentals of Hunt Seat	1.00	Elective
EQR 122	Fundamentals of Saddle Seat	1.00	Elective
EQR 125	Fundamentals of Western Seat	1.00	Elective
EQR 200	Introductory Project	1.00	Elective
EQR 214	Longlining & Driving	1.00	Elective
EQR 220	Intermediate Dressage	1.00	Elective
EQR 221	Intermediate Hunt Seat	1.00	Elective
EQR 222	Intermediate Saddle Seat	1.00	Elective
EQR 225	Intermediate Western	1.00	Elective
EQR 226	Hunter Under Saddle	1.00	Elective

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EQR 320	Intermediate/Advanced Dressage	1.00	Elective
EQR 321	Intermediate/Advanced Hunt Seat	1.00	Elective
EQR 322	Intermediate/Advanced Saddle Seat	1.00	Elective
EQR 325	Intermediate/Advanced Western Seat	1.00	Elective
EQR 327	Intermediate Jumper	1.00	Elective
EQR 420	Advanced Dressage	1.00	Elective
EQR 421	Advanced Hunt Seat	1.00	Elective
EQR 422	Advanced Saddle Seat	1.00	Elective
EQR 425	Advanced Western	1.00	Elective
EQR 427	Advanced Jumper	1.00	Elective
EQS 200	Introductory Projects	2.00	Elective
EQS 205	Survey of Saddle Seat Training Meth	1.00	Elective
EQS 212	Theory of Teaching Techniques I	3.00	Elective
EQS 230	Teaching Techniques II-Dressage	1.00	Elective
EQS 231	Teaching Techniques II-Hunter/Jumpr	1.00	Elective
EQS 232	Teaching Techniques II-Saddle Seat	1.00	Elective
EQS 235	Teaching Techniques II-Western	1.00	Elective
EQU 211	Survey of Equine Assisted Therapies	3.00	Elective
EQU 221	Stable Management	3.00	Elective

**Exercise Science**

It is suggested that all students seeking a minor in Exercise Science complete PED104.

Core Credits: 21.00

Course Code	Course Description	Credit Hours	Required / Elective
EHP 315	Exercise Technique and Prescription	3.00	Required
EHP 405	Exercise Program Design	3.00	Required
EHP 460	Princ of Strength & Conditioning	3.00	Required

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EXS 103	Nutrition	3.00	Required
EXS 205	Introductn to Anatomy/Physiology -N	3.00	Required
EXS 321	Kinesiology	3.00	Required
EXS 322	Exercise Physiology	3.00	Required

**Management Information Systems**

What's the best way to support your Major? Try a Management Information Systems Minor! It will bring the best of business and technology to your major. The minor offers the flexibility you can use to form a path that best supports your future goals. Our classes are very project-based and hands on. Come give us a try!

Core Credits: 18.00

Course Code	Course Description	Credit Hours	Required / Elective
MIS 100	Introduction to Web 2.0	3.00	Required
MIS 125	Productivity Tools	3.00	Required
	Required Elective - 12 Credits		
MIS 225	Database Management Systems	3.00	Elective
MIS 250	Networks and Telecommunications	3.00	Elective
MIS 325	Website Development	3.00	Elective
MIS 350	Project Management	3.00	Elective
MIS 370	MIS Advanced Projects	3.00	Elective
MIS 401	MIS Internship I	1.00	Elective
MIS 402	MIS Internship II	2.00	Elective
MIS 403	MIS Internship III	3.00	Elective
MIS 404	MIS Internship IV	4.00	Elective
MIS 405	MIS Internship V	5.00	Elective
MIS 406	MIS Internship VI	6.00	Elective
MIS 407	MIS Internship VII	7.00	Elective
MIS 408	MIS Internship VIII	8.00	Elective

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MIS 409	MIS Internship IX	9.00	Elective
MIS 410	MIS Internship X	10.00	Elective
MIS 411	MIS Internship XI	11.00	Elective
MIS 412	MIS Internship XII	12.00	Elective
MIS 425	Enterprise Collaboration Software	3.00	Elective
MIS 450	Systems Analysis	3.00	Elective
MIS 475	Mngmnt Information Systems/Capstone	3.00	Elective

**Music**

The minor provides a broad overview of music theory, history and performance. Required courses include:

Core Credits: 18.00

Course Code	Course Description	Credit Hours	Required / Elective
MUS 101	Music Fundamentals -A	3.00	Required
MUS 103	Music Appreciation -A	3.00	Required
MUS 111	Jazz, Pop and Rock -A	3.00	Required
	Required Elective - 6 Credits		
MUS 200	Introductory Projects	3.00	Elective
MUS 211	Applied Piano I	1.00	Elective
MUS 212	Applied Piano II	2.00	Elective
MUS 221	Applied Voice I	1.00	Elective
MUS 222	Applied Voice II	2.00	Elective
MUS 241	Jameson Singers	2.00	Elective

**Physics**

Physics teaches students invaluable critical thinking skills which prepares them for success in an incredibly diverse range of fields.

Core Credits: 20.00

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Course Code	Course Description	Credit Hours	Required / Elective
MAT 124	Calculus I -M	5.00	Required
PHY 201	Physics I -N	4.00	Required
PHY 202	Physics I Lab	0.00	Required
PHY 203	Physics I Lab for transfer students	1.00	Required
PHY 212	Physics II -N	4.00	Required
PHY 213	Physics II Lab	0.00	Required
PHY 315	Modern Physics	3.00	Required
	Required Elective - 4 Credits		
CHM 114	General Chemistry I -N	4.00	Elective
CHM 115	General Chemistry I Lab	0.00	Elective
CHM 116	General Chemistry I Lab transfer st	1.00	Elective
MAT 214	Calculus II	4.00	Elective

**Psychology**

The minor in psychology will give student the opportunity to develop an understanding of human behavior that will allow them to work with, and relate well to others. This minor will complement any other program of study, as the skills learned can be implemented in their everyday dealings with individuals.

Core Credits: 18.00

Course Code	Course Description	Credit Hours	Required / Elective
PSY 101	General Psychology I -S	3.00	Required
PSY 102	General Psychology II -S	3.00	Required
	Required Elective - 12 Credits		
PSY 200	Introductory Projects	3.00	Elective
PSY 221	Educational Psychology -S	3.00	Elective
PSY 225	Careers in Psychology	3.00	Elective
PSY 226	Child and Adolescent Development -S	3.00	Elective

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PSY 285	Psychology of Personality -S	3.00	Elective
	Upper Level Electives		
EXS 401	Sports Psychology	3.00	Elective
PSY 300	Independent Study	3.00	Elective
PSY 310	Social Psychology	3.00	Elective
PSY 312	Lifespan Development	3.00	Elective
PSY 313	Statistics for the Social Sciences	3.00	Elective
PSY 324	Cognitive Psychology	4.00	Elective
PSY 326	Psychology of Intimate Relationship	3.00	Elective
PSY 390	PSY Internship I	3.00	Elective
PSY 400	Advanced Projects	3.00	Elective
PSY 406	Psychology and the Law	3.00	Elective
PSY 411	Abnormal Psychology	3.00	Elective
PSY 412	Counseling	3.00	Elective
PSY 413	Advanced Research Project	3.00	Elective
PSY 450	Psychology Seminar	3.00	Elective
PSY 451	PSY Internship II	3.00	Elective

**Spanish**

Spanish 101 and Spanish 102 do not count toward fulfillment of the minor requirements.

Core Credits: 18.00

Course Code	Course Description	Credit Hours	Required / Elective
SPA 203	Intermediate Spanish I	3.00	Required
SPA 204	Intermediate Spanish II	3.00	Required
	Required Upper Level Elective - 12 Credits		
SPA 300	Independent Study	3.00	Elective
SPA 303	Advanced Spanish Conversation	3.00	Elective



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SPA 351	Introduction to Hispanic Literature	3.00	Elective
SPA 366	Interdisciplinary Honors Studies	3.00	Elective
SPA 377	Spanish Civilization	3.00	Elective
SPA 381	Advanced Grammar and Composition	3.00	Elective
SPA 390	SPA Internship I	3.00	Elective
SPA 400	Advanced Project	3.00	Elective

**Sports Management**

The Sports Management Minor is a cluster of courses designed to provide background in sports for the student who may wish to pursue career with a sports business.

Core Credits: 18.00

Course Code	Course Description	Credit Hours	Required / Elective
EXS 220	Social Science in Sport	3.00	Required
EXS 401	Sports Psychology	3.00	Required
SMG 100	Introduction to Sports Management	3.00	Required
SMG 310	Sports Law	3.00	Required
SMG 406	Management of Athletics	3.00	Required
	Required Elective - 6 Credits		
BUS 206	Entrepreneurship	3.00	Elective
BUS 231	Risk Management and Insurance	3.00	Elective
BUS 321	Principles of Marketing	3.00	Elective
BUS 351	Principles of Management	3.00	Elective
EXS 205	Introductn to Anatomy/Physiology -N	3.00	Elective
EXS 321	Kinesiology	3.00	Elective
EXS 322	Exercise Physiology	3.00	Elective
SMG 390	SMG Internship I	3.00	Elective
SMG 451	SMG Internship II	3.00	Elective

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SMG 452	SMG Internship III	6.00	Elective

**Theatre Arts**

The minor ensures that students gain exposure to both performance and technical areas of the theatre.

Core Credits: 18.00

Course Code	Course Description	Credit Hours	Required / Elective
THA 110	Introduction to Theatre -A	3.00	Required
	Required Elective - 3 Credits		
THA 234	Stagecraft	3.00	Elective
THA 331	Lighting for Stage and Set	3.00	Elective
	Required Elective - 3 Credits		
THA 255	Acting I Basic Skills -A	3.00	Elective
THA 470	Directing	3.00	Elective
	Required Elective - 3 Credits		
THA 115	Theatre Dance: Jazz and Tap	1.00	Elective
THA 116	Theatre Dance: Modern	1.00	Elective
THA 117	Theatre Dance: Ballet	1.00	Elective
THA 151	Theatre Performance Practicum	1.00	Elective
THA 200	Introductory Projects	3.00	Elective
THA 210	Dance Movement I -A	3.00	Elective
THA 211	Dance Movement II -A	3.00	Elective
THA 231	Makeup for Stage and Film	3.00	Elective
THA 232	Stage/Set Management	3.00	Elective
	Required Upper Level Elective - 6 Credits		
THA 300	Independent Study	3.00	Elective
THA 332	Stage Costuming	3.00	Elective
THA 390	THA Internship I	3.00	Elective

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THA 400	Advanced Projects	3.00	Elective
THA 418	THA Methods of Teaching	3.00	Elective
THA 451	THA Internship II	3.00	Elective
THA 452	THA Internship III	6.00	Elective
THA 454	Acting III: Period Style	3.00	Elective

## Undergraduate Course Level Descriptions

Undergraduate courses at William Woods University are given a number from 098 to 499. These numbers correspond to the materials and activities in the course, as well as how much subject matter knowledge students are expected to have. Below is a broad overview of the expectations related to different course numbers.

### **098-099**

To develop students' skill levels in English composition and math in order to achieve success at the college level.

### **100-199**

courses introduce students to either a broad aspect or fundamental skill set in the discipline. Students will work to recall elements and details of content, including identification and illustration of important concepts.

#### *Expectations*

1. *Students can proceed at a reasonable pace without encountering basic difficulties or comprehension;*
2. *Students can complete assignments involving reading and comprehending a specified amount of material, or preparing organized papers.*

### **200-299**

Courses that explore specific facets of a discipline. Evolving communication and critical thinking skills are used to distinguish central concepts and identify patterns within the subject matter.

#### *Expectations*

1. *Students are acquainted with the basic language, terminology, or methodology of the subject itself;*
2. *Students are, in that subject, at a stage of understanding where they can progress towards some significant conclusions, experiments, or explorations.*
3. *Students will accomplish a substantial amount of work, for example: study a number of books or work through a comprehensive textbook, write a number of papers, or demonstrate an in-depth knowledge of the material covered.*

### **300-399**

Courses that involve the synthesis and application of knowledge in the discipline through making critical distinctions, investigations and critiques.

#### *Expectations*

1. *Students will have completed necessary 100-200 level course work;*
2. *Students have the ability to do research, or to obtain relevant information in the field;*
3. *Students are fluent in the language of the field so as to read and assimilate relevant information;*

4. *Students are able to combine the results of the research, or the reading, into cohesive (and possibly original) statements;*
5. *Students are able to produce some substantial work, such as a paper, or a creative or experimental project.*

**400-499**

Courses that culminate the undergraduate immersion, prompting discovery within the discipline. Students will master the ability to analyze and synthesize information independently in original and creative ways.

*Expectations*

1. *Students will complete a major research project or paper.*
2. *Students' learning may be designed and applied through seminars, field experiences, internships or other capstone experiences.*
3. *Students will be expected to work independently under the guidance or supervision of an instructor.*

## Undergraduate Course Descriptions

### Accounting

#### **ACC 200                      Introductory Project**

Special one-semester classes with varying subject matter. The topic of the course will be announced in the schedule of classes. May be taken three times for credit with change of topic.

Credits: 3.00

#### **ACC 240                      Principles of Accounting I**

An introduction to the principles underlying accounting information. The course will focus on the role that accounting information plays in planning, evaluating, and recording operating activities of businesses. An introduction to financial statements is also included. In this course students will summarize financial data and construct basic financial statements using various software tools such as Excel and QuickBooks.

Credits: 3.00

#### **ACC 241                      Principles of Accounting II**

This course extends the concepts of ACC 240 Methods for evaluating management decisions will be included through the study of financial statement analysis. Students will be able to interpret the financial position of a company based on their organization of the financial data that is compiles using various software tools such as Excel and QuickBooks. Prerequisite: ACC 240

Credits: 3.00

#### **ACC 300                      Independent Study**

Individually directed study on a topic not covered by regular course offerings. Requires permission of the instructor and division chair.

Credits: 3.00

#### **ACC 312                      Intermediate Accounting I**

This course is a study of the nature, content, and interpretation of corporate financial statements. Students will learn to use accounting concepts and principles to solve non-routine financial issues. Prerequisites: ACC 240 and ACC 241

Credits: 3.00

#### **ACC 319                      Taxation for Entrepreneurs**

Students will compare the history, law and structure of sales, payroll and income taxes affecting taxable entities such as individuals and small business owners. Preparation of accurate federal payroll forms and income tax returns will be required citing appropriate tax authorities for controversial issues that arise.

Credits: 3.00

**ACC 321                      Accounting for Payroll**

This course focuses on the payroll, federal and state, laws and regulations. Procedures for preparing and accounting for payroll are examined in detail. The following topics will be investigated at length: Employee Earnings Records, Gross Earnings, Payroll Deductions, Payroll Register, Federal and State Payroll Tax Returns, and Accounting for Payroll. Pre-requisites: ACC240 & ACC241

Credits: 3.00

**ACC 322                      Intermediate Accounting II**

The characteristics and accounting requirements of non-current corporate items, including investments, plant and equipment, intangible assets, and long-term indebtedness; further analysis of corporate capital with special attention to paid-in capital and retained earnings. Students will use accounting principles and concepts to solve non-routine financial issues. Prerequisite: ACC 312

Credits: 3.00

**ACC 343                      Cost and Managerial Accounting**

An examination of basic cost accounting concepts including job order costing, process costing, and standard costing. Emphasis is placed upon the managerial implications of decisions as they relate to cost analysis, planning, budgeting, and control. Students will be asked to formulate financial ramifications of various options available to managers when investigating solutions. Prerequisite: ACC 241

Credits: 3.00

**ACC 400                      Advanced Projects**

Special one-semester classes and seminars with varying subject matter designed for majors at the junior and senior level. The topic will be announced in the schedule of classes. May be taken three times for credit with change of topic. Requires permission of the instructor and the division chair.

Credits: 3.00

**ACC 401                      ACC Internship I**

Internships provide students with the opportunity for hands-on application of the theories and applications they have learned in the classroom. For each credit hour obtained in the internship, the student is required to work 40 hours in an approved organization. A 2 credit hour internship = 80 hours, 3 credit hours = 120 hours, etc. Prerequisite: Approval of the division chair and 2.5 or higher GPA in the major

Credits: 1.00

**ACC 402                      ACC Internship II**

Internships provide students with the opportunity for hands-on application of the theories and applications they have learned in the classroom. For each credit hour obtained in the internship, the student is required to work 40 hours in an approved organization. A 2 credit hour internship = 80 hours, 3 credit hours = 120 hours, etc. Prerequisite: Approval of the division chair and 2.5 or higher GPA in the major

Credits: 2.00

**ACC 403                      ACC Internship III**

Internships provide students with the opportunity for hands-on application of the theories and applications they have learned in the classroom. For each credit hour obtained in the internship, the student is required to work 40 hours in an approved organization. A 2 credit hour internship = 80 hours, 3 credit hours = 120 hours, etc. Prerequisite: Approval of the division chair and 2.5 or higher GPA in the major

Credits: 3.00

**ACC 404                      ACC Internship IV**

Internships provide students with the opportunity for hands-on application of the theories and applications they have learned in the classroom. For each credit hour obtained in the internship, the student is required to work 40 hours in an approved organization. A 2 credit hour internship = 80 hours, 3 credit hours = 120 hours, etc. Prerequisite: Approval of the division chair and 2.5 or higher GPA in the major

Credits: 4.00

**ACC 405                      ACC Internship V**

Internships provide students with the opportunity for hands-on application of the theories and applications they have learned in the classroom. For each credit hour obtained in the internship, the student is required to work 40 hours in an approved organization. A 2 credit hour internship = 80 hours, 3 credit hours = 120 hours, etc. Prerequisite: Approval of the division chair and 2.5 or higher GPA in the major

Credits: 5.00

**ACC 406                      ACC Internship VI**

Internships provide students with the opportunity for hands-on application of the theories and applications they have learned in the classroom. For each credit hour obtained in the internship, the student is required to work 40 hours in an approved organization. A 2 credit hour internship = 80 hours, 3 credit hours = 120 hours, etc. Prerequisite: Approval of the division chair and 2.5 or higher GPA in the major

Credits: 6.00

**ACC 407                      ACC Internship VII**

Internships provide students with the opportunity for hands-on application of the theories and applications they have learned in the classroom. For each credit hour obtained in the internship, the student is required to work 40 hours in an approved organization. A 2 credit hour internship = 80 hours, 3 credit hours = 120 hours, etc. Prerequisite: Approval of the division chair and 2.5 or higher GPA in the major

Credits: 7.00



**ACC 408 ACC Internship VIII**

Internships provide students with the opportunity for hands-on application of the theories and applications they have learned in the classroom. For each credit hour obtained in the internship, the student is required to work 40 hours in an approved organization. A 2 credit hour internship = 80 hours, 3 credit hours = 120 hours, etc. Prerequisite: Approval of the division chair and 2.5 or higher GPA in the major

Credits: 8.00

**ACC 409 ACC Internship IX**

Internships provide students with the opportunity for hands-on application of the theories and applications they have learned in the classroom. For each credit hour obtained in the internship, the student is required to work 40 hours in an approved organization. A 2 credit hour internship = 80 hours, 3 credit hours = 120 hours, etc. Prerequisite: Approval of the division chair and 2.5 or higher GPA in the major

Credits: 9.00

**ACC 410 ACC Internship X**

Internships provide students with the opportunity for hands-on application of the theories and applications they have learned in the classroom. For each credit hour obtained in the internship, the student is required to work 40 hours in an approved organization. A 2 credit hour internship = 80 hours, 3 credit hours = 120 hours, etc. Prerequisite: Approval of the division chair and 2.5 or higher GPA in the major

Credits: 10.00

**ACC 411 ACC Internship XI**

Internships provide students with the opportunity for hands-on application of the theories and applications they have learned in the classroom. For each credit hour obtained in the internship, the student is required to work 40 hours in an approved organization. A 2 credit hour internship = 80 hours, 3 credit hours = 120 hours, etc. Prerequisite: Approval of the division chair and 2.5 or higher GPA in the major

Credits: 11.00

**ACC 412 Advanced Productivity Tools**

Student will learn advanced skills involving the applications of spreadsheets, databases and word processors. Students will be exposed to PivotTables, Vlookup, Match & Index functions, Goal Seeker and Solver, PMT function, data tables, SQL queries, Macros, Sorting, forms, linked objects and more  
Prerequisite: MIS125 & ACC 240

Credits: 3.00

**ACC 430 Investments with Financial Statement Analysis**

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This course will require students to apply analytical skills to compare investment opportunities by analyzing financial statements to determine the financial health of a company. Prerequisite: ACC240 and MAT114

Credits: 3.00

### **ACC 441                      Auditing**

This capstone course is a study of basic auditing standards and procedures including the code of ethics, the various forms of the audit report, methods of data verification, and preparation of audit working papers. Students will also be able to critique past auditing involvement with businesses that were bankrupt or accused of fraud shortly after the audit. Prerequisites: MAT 114 and 9 hours of accounting.

Credits: 3.00

## Art

### **ART 101                      Introduction To Art -A**

An exploration of basic media and art concepts from both an historic and contemporary perspective for non-majors. (Lab fee)

Credits: 3.00

### **ART 105                      Basic Design -A**

Students will study the elements and principles of composition as applied to two-dimensional and three-dimensional forms. A wide range of materials and techniques will be covered. Required of all art majors. (Lab fee)

Credits: 3.00

### **ART 110                      Drawing I -A**

A basic study of drawing techniques and concepts. Required of all art majors. (Lab fee) Prerequisites: ART105

Credits: 3.00

### **ART 111                      Drawing II**

An introduction to figure drawing and a continuation of exploration. (Lab fee)

Credits: 3.00

### **ART 115                      Color and Light -A**

Students will gain an understanding of the foundations in color theory. Application of this knowledge through hands on experience will take place in weekly exercises and projects by class critiques. We will also investigate the personal color theories of several significant historical artists, as well as the color and light properties of several different mediums. Students will emerge from this course with a broad understanding of the remarkable dynamics of color and light. They will be prepared to readily translate this knowledge in the future visual art and graphic design course. Students will engage in criticism and develop an individual aesthetic sensibility as the course progresses.

Credits: 3.00

### **ART 120                      Art Appreciation -A**

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Treats major topics in the arts for non-majors with an emphasis on techniques of artistic production, analysis of form and content, an historical perspective, and a critical study of artistic perception.

Credits: 3.00

### **ART 200                      Introductory Project**

Special one-semester classes and seminars with varying subject matter. Course topics will be announced in the schedule of classes. May be taken three times for credit with change of topic.

Credits: 3.00

### **ART 202                      Fundamentals of Graphic Design**

As the introductory graphic design course, this course sets the framework for the Graphic Design concentration. The course introduces students to the graphic design profession, acquainting them with the fundamentals of desktop publishing, layout, design, and typography. (lab fee) Prerequisite: ART 105

Credits: 3.00

### **ART 203                      Art Applications - A**

From both a historic and contemporary perspective, the honor student will research, investigate, and demonstrate an understanding of various art processes with the goal of coming to a greater appreciation for a wide range of aesthetics, forms and media. The bulk of the class will be daily and bi-weekly problems to solve, instructor demonstrations, power point lectures, and critiques. Students will also be required to read and discuss various handouts before each problem. The fundamental approaches to art production and design basics will be explored in 7 art problems throughout the course. Specific limitations will be given for each problem that will both restrict and allow students the freedom to explore creative, unified solutions while gaining a deep understanding of the specific element explored and its relationships to the design principles. Each of the first six problems will focus on one of the 6 art elements. The final problem includes a research assignment and power point presentation of an artist that has inspired the culmination piece that includes all of the elements of design. Throughout the course, students will work in a variety of mediums while exploring different approaches to form. Students will learn how to assess their work and work of others as they gain an understanding of the elements and principles of design, intent and aesthetic. A sketchbook will be kept to explore ideas, record terminology and insights from handouts and presentations, as well as historical figures and styles discovered throughout the semester. A final written assessment reflecting an understanding of process, design and a historical reference will accompany the 7th culmination project for TK20 assessment.

Credits: 3.00

### **ART 206                      Painting I -A**

Introduction to basic painting media, techniques, and theory through the use of still life, landscape, and the figure. (Lab fee)

Credits: 3.00

### **ART 207                      Painting II**

Continued development of the theory, technique, and principles of painting through still life, landscape, and the figure. (Lab fee) Prerequisite: ART 206

Credits: 3.00

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### **ART 208                      Sculpture I**

A hands-on exploration of 3 dimensional media, materials, theory, and concepts. (Lab fee)

Credits: 3.00

### **ART 209                      Sculpture II**

Exploration of casting techniques and metal casting. (Lab fee) Prerequisite: ART 208

Credits: 3.00

### **ART 210                      Portfolio Development**

Designed to introduce students to the importance, concept, and production of a professional art portfolio. During the course students produce both a conventional and an electronic portfolio of their work. Prerequisite: ART 105

Credits: 1.00

### **ART 212                      Printmaking I**

This is an introduction to basic techniques of printmaking. Students will recognize basic types of printmaking and recall techniques of notable artist in the history of art. The student will reproduce various techniques demonstrated by the professor and show evidence of mastery in their own projects. (Lab fee) Prerequisites: ART 105 or ART 110

Credits: 3.00

### **ART 213                      Printmaking II**

An intermediate studio course provides students with opportunities to build on the fundamental techniques of printmaking and begin to express individual aesthetic. Portfolio development and an emerging body of work will distinguish students at this level of study. (Lab fee) Prerequisites: ART 105 or ART 110, and ART 212

Credits: 3.00

### **ART 215                      Weaving & Fiber Arts I -A**

An overview of processes and techniques, basic skill level. (Lab fee)

Credits: 3.00

### **ART 216                      Weaving & Fiber Arts II**

Students expected to build upon skills learned in beginning course. Projects should reflect expertise and interest. (Lab fee) Prerequisite: ART 215

Credits: 3.00

### **ART 220                      Water-based Painting I -A**

This is an introduction to basic techniques of painting with water based paint. Students will recognize transparent watercolor, opaque watercolor, tempera and acrylic painting techniques of a variety of famous artist. The student will reproduce various techniques used by and demonstrated by the professors and show evidence of mastery in their own projects. (Lab fee)

Credits: 3.00

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### **ART 221                      Water-based Painting II**

An intermediate studio course provides students with opportunities to build on the fundamental techniques of water based painting and begin to express individual aesthetic. Portfolio development and an emerging body of work will distinguish students at this level of study. (Lab fee) Prerequisite: ART 211

Credits: 3.00

### **ART 222                      Ceramics I -A**

Introduction to media and technique. Hand building, throwing and glazing will be covered. (Lab fee)

Credits: 3.00

### **ART 223                      Ceramics II -A**

A focus on wheel throwing and glazing techniques. (Lab fee) Prerequisite: ART 222

Credits: 3.00

### **ART 230                      Survey Of Western Art I -A**

A study of sculpture, painting, architecture and the minor arts from early history to the Renaissance. The main focus is the placement of the art of each period within the society by which it was produced. (Lab fee)

Credits: 3.00

### **ART 231                      Survey of Western Art II -A**

A study of sculpture, painting, architecture and the minor arts from the Renaissance to contemporary times. The main focus is the placement of the art of each period within the society by which it was produced. ART 230 is not required.

Credits: 3.00

### **ART 233                      Women, Art & Society -A**

This course will provide a general introduction to the history of women's involvement in the visual arts. Students will recognize women artists who have chosen to work professionally in painting, sculpture or related media and the cultural ideologies that have shaped their production and representation. Along with focusing on women as producers of art, students will investigate women as subject matter in hopes of becoming more aware of what is not represented because of such strong cultural beliefs at specific periods in history. The course will generally follow traditional Western Art historical trends from Medieval and Early Renaissance times to the 21st Century (also recognizing male counterparts along the way) in order to grasp the full picture of the evolution of women in the arts.

Credits: 3.00

### **ART 238                      Art History Beyond Western Art -A**

This course surveys some of the most significant works of art such as sculpture, architecture, fiber arts, and painting created in Asia, Africa, Oceania, and the Americas from prehistoric time through present. Using text readings, research, image power point presentations, and individual works from many cultures. The art and architecture will be used as examples of stylistic differences as well as documents of their time and place to reflect the history, politics, religion, and geographic location of the various cultures. These works will also serve to help students understand the motivation behind the creation of art throughout history and the role of art in each

particular culture. This will further inform the understanding of the way in which the function of art has changed over time.

Credits: 3.00

**ART 250                      Typography**

An introduction to Typography: the art of designing with type, including the planning of typeface, size, composition, and page layout. This course explores the fundamental principles of Typography and its integral role in graphic design. Required course fee Prerequisite - ART 202 and ART 105

Credits: 3.00

**ART 256                      Digital Imaging**

Digital Imaging is a course teaching the basic principles and techniques of photography. Students explore the techniques and creative aesthetics of modern digital photography. The class is structured to teach students how to see, compose, and shoot creative images, and do post-production image manipulation. (Lab fee) Prerequisite - ART105, COM190, or Art or Communication Major

Credits: 3.00

**ART 282                      Teaching Art in Elementary School**

A study of the techniques of teaching art in the elementary school with global themes. Not acceptable as a studio art course; professional education credit only. (Lab fee)

Credits: 3.00

**ART 300                      Independent Study**

Individually directed study on a topic not covered by regular course offerings. Requires permission of the instructor and the division chairperson. (Lab fee)

Credits: 3.00

**ART 303                      Intermediate Graphic Design**

Offers students the opportunity to apply graphic design techniques and principles to scenario-based projects simulating real world design situations. Students learn to work as members of a design team in competitive situations. Special emphasis is placed on developing intermediate-level computer design skills. (Lab fee) Prerequisite: ART 202

Credits: 3.00

**ART 306                      Painting III**

Continued study of painting, media, and techniques using landscape, still life, and figure as subject. Emphasis on the development of personal imagery. (Lab fee) Prerequisite: ART 207

Credits: 3.00

**ART 307                      Painting IV**

Continued study of painting, media, and techniques using landscape, still life, and figure as subject. Emphasis on independent personal expression. (Lab fee) Prerequisite: ART 306

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Credits: 3.00

### **ART 308 Sculpture III**

A continuation of development of technique with emphasis on individualized work of a personal direction. (Lab fee) Prerequisite: ART 209

Credits: 3.00

### **ART 309 Sculpture IV**

Exploration of either carving or bronze casting on a larger scale. Emphasis is on personal direction and process. (Lab fee) Prerequisite: ART 308

Credits: 3.00

### **ART 310 Drawing III**

Advanced study in figure drawing. (Lab fee) Prerequisite: ART 111

Credits: 3.00

### **ART 311 Drawing IV**

Individual drawing style development with study of contemporary drawing techniques and concepts. (Lab fee) Prerequisite: ART 310

Credits: 3.00

### **ART 312 Printmaking III**

Students in this upper level studio course will apply skills and personal aesthetic, and solve design and technical problems in order to further their portfolio and exhibition of original prints. (Lab fee) Prerequisite: ART 213

Credits: 3.00

### **ART 313 Printmaking IV**

This upper level printmaking course will encourage students to compose, plan and create original prints for their portfolio and for exhibition. This course is also an opportunity for the most advanced print making student to encourage, explain, judge and offer criticism to less experienced printmaking students. (Lab fee) Prerequisite: ART 312

Credits: 3.00

### **ART 320 Waterbased Painting III**

This upper level course examines the divers nature of water based techniques and styles of painting. The examples on this syllabus are designed to expose the student to different possibilities related to subject matter. However the advanced painting student may wish to focus the range of subject matter according to their emerging style and aesthetic. This advanced course will encourage the student to compose original compositions with an eye toward the aesthetic and psychological vision true to the student. The advanced student in this course will develop a portfolio based on original compositions, which are a learning outcome of prior coursework in design, drawing and painting. The student will be able to use design language to share their artistic achievement with the entry level students. Prerequisites: ART221

Credits: 3.00

**ART 321                      Waterbased Painting IV**

This upper level course examines the diverse nature of water based techniques and styles of painting. The examples on this syllabus are designed to expose the student to different possibilities related to subject matter. However the advanced painting student may wish to focus the range of subject matter according to their emerging style and aesthetic. This advanced course will encourage the student to compose original compositions with an eye toward the aesthetic and psychological vision true to the student. The advanced student in this course will develop a portfolio based on original compositions, which are a learning outcome of prior coursework in design, drawing and painting. The student will be able to use design language to share their artistic achievement with the entry level students. This is the highest level of the course and requires the student to exhibit paintings and to write a thesis in relation to the personal aesthetic projected by the paintings done in this course. Prerequisites: ART320

Credits: 3.00

**ART 322                      Ceramics III**

A study of kilns and glazes as well as approaches to personal forms in clay. (Lab fee) Prerequisite: ART 223

Credits: 3.00

**ART 323                      Ceramics IV**

This course focuses on investigation of personal forms made on the potter's wheel, hand building, and use of new glazes. Both functional and sculptural forms will be explored. The course will be examine the history, formulation, application and firing of glazes. Students in this class will assist with the class firing process. Prerequisite: ART 322

Credits: 3.00

**ART 326                      Studio Photography**

An exploration of the concepts and application of studio photography with an emphasis on portrait techniques. Students are challenged to conceptualize and produce various types of formal and informal portrait and commercial photographs, and to develop computer skills that allow them to adjust and manipulate images after they are captured. Students learn how to use sophisticated studio lighting to achieve various photographic outcomes. Prerequisite: ART 256

Credits: 3.00

**ART 327                      Advanced Imaging Techniques**

This course is an upper-level art course that allows students the opportunity to explore digital imaging technology and its practical applications to professional photography and graphic design. At the same time students have the opportunity to expand the creative boundaries of their personal image making potential. The class curriculum is designed to give students the understanding of a wide range of advanced technical and creative imaging skills. Among the topics addressed are: commercial level digital image production and manipulation; advanced conceptual image making; achieving quality image resolution, sharpening, tonality and color; and developing a professional-level image portfolio. The class is structured to give students one-on-one instructor assistance to help push their individual talents and aspirations, both technically and creatively. Prerequisite: ART256, ART 276 or ART326

Credits: 3.00

**ART 331                      Modern and Contemporary Art**

A study of the major fields of art in Western Europe and the United States during the Twentieth Century.



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Credits: 3.00

### **ART 332**                      **Publication Design**

Explores the use of graphic design in a variety of publishing situations. Students are required to apply their design skill and knowledge in the production of sophisticated printed pieces. Students are expected to develop an advanced level of ability in computer assisted design. Students also begin production on their formal professional portfolio. (Lab fee) Prerequisite: ART 202

Credits: 3.00

### **ART 346**                      **Digital Art**

This course is an introduction to the concepts and tools necessary to produce photo-based digital art on the computer. The course explores the intersection of art and emerging digital imaging technologies. Students study contemporary art and photography in an effort to produce their own sensibility and understanding of how to translate their personal creative vision into works of digital art. The course emphasizes the use of digital photography and computer technology as the primary means of creating digital art. Prerequisite: ART256, ART202 or COM190

Credits: 3.00

### **ART 366**                      **Interdisciplinary Honors Studies**

The course allows students to focus on a narrow topic, examining it from two diverse academic disciplines. Topics will vary. (The course is open to honors program participants)

Credits: 3.00

### **ART 390**                      **ART Internship I**

Requires a minimum of 120 clock hours in an approved work situation. The student must submit a log documenting the work dates and times and describing the work activities according to at least three pre-approved objectives. In addition, the student will submit three essays describing and evaluating each of the following: the role of the on-site supervisor, the quality of the work environment, and the usefulness of extended internships. The student will also prepare a resume. Requires permission of division chair.

Credits: 3.00

### **ART 391**                      **ART Internship (1 credit)**

Requires a minimum of 40 clock hours in an approved work situation. The student must submit a log documenting the work dates and times and describing the work activities according to at least three pre-approved objectives. In addition, the student will submit three essays describing and evaluating each of the following: the role of the on-site supervisor, the quality of the work environment, and the usefulness of extended internships. The student will also prepare a resume. Requires permission of division chair.

Credits: 1.00

### **ART 400**                      **Advanced Projects**

Special one-semester classes and seminars with varying subject matter designed for majors at the junior and senior level. The topic will be announced in the schedule of classes. May be taken three times for credit with change of topic. Requires permission of instructor and the division chair.

Credits: 3.00

**ART 418                      ART Methods of Teaching**

Art methods as applied by the teacher of art in the secondary school. Prerequisite: Fourth year standing in Art Education.

Credits: 3.00

**ART 432                      Real World Graphic Design Studio**

Students apply their graphic design skills working with actual community clients. Students learn to work as professionals within the creative constraints of the real world to satisfy the needs of their clients. Emphasis is placed on developing successful client relationships, working within budgets and deadlines, and creative problem solving. (Lab fee) Prerequisite: ART 303 and ART 332

Credits: 3.00

**ART 433                      Professional Development**

This is an upper-level Graphic Design course structured to accomplish one primary objective: to provide a focused opportunity for individual students to become professionally certified in a particular area of Graphic Design software expertise. Students select an area of software specialization to pursue such as Photoshop, Illustrator, InDesign, or Lightroom, among others. They are then individually mentored to develop the requisite skills and knowledge to pass the industry certification exam in that area of study. Successfully passing the exam denotes a student as accomplished in that area of expertise and allows him or her to note that credential as part of their professional vita. Official certification builds knowledge, confidence, and self-esteem, and helps young designers stand out among their peers, particularly as it relates to hiring and promotion. Prerequisites: ART202 and ART303

Credits: 3.00

**ART 451                      ART Internship II**

Requires a minimum of 120 clock hours in an approved work situation. In addition to submitting a log of work activities with dates and times, the student will develop a complete portfolio illustrating internship activities and outcomes, with brief explanatory texts. The student will also prepare a resume. Requires permission of division chair.

Credits: 3.00

**ART 452                      ART Internship III**

Requires a minimum of 240 clock hours in an approved work situation. In addition to submitting a log of work activities with dates and times, the student will submit a substantial essay according to a pre-approved outline that will describe the relationship or integrations of theory (curriculum) and practice (internship). The discussion of theory and practice should cover knowledge, methodology and value development. Prerequisite: Requires permission of the instructor and the division chair.

Credits: 6.00

**ART 470                      Senior Practicum**

This capstone course includes production of independent work which will be exhibited during the Senior Show; participation in planning and mounting the Senior Show; a self-assessment report; and presentation of a Senior portfolio. Should be taken last semester of senior year.

Credits: 3.00

## American Sign Language

### **ASL 101 Career Seminar in ASL Studies**

This course is designed to introduce non-Deaf students to various professions with and in service to Deaf people. A survey of ASL/English interpreting profession will be conducted, as well as touching on various fields in the behavioral sciences, education, law etc. Additionally, community services for the Deaf will be covered in depth.

Credits: 3.00

### **ASL 105 American Sign Language I -D**

Introduces students to basic expressive and receptive skills in ASL, including conversation strategies, spatial referencing and facial expressions. Awareness of deaf culture also is included. Attendance in lab is required. Students must earn a 'C' or better for the course to meet the requirements as a prerequisite for subsequent language courses.

Credits: 3.00

### **ASL 120 Deaf Culture -D**

Compares, contrasts and analyzes deaf culture and American culture from a variety of perspectives. Examines cultural interactions between deaf and hearing people and provides opportunity for exploring potential cultural conflicts between deaf and hearing people.

Credits: 3.00

### **ASL 145 American Sign Language II**

Continues to develop basic expressive and receptive skills including classifiers, temporal sequencing, spatial agreement and object identification through description. Study of deaf culture is continued. Attendance in lab is required. Students must earn a 'C' or better for the course to meet the requirements as a prerequisite for subsequent language courses. Prerequisite - ASL105

Credits: 3.00

### **ASL 205 American Sign Language III**

Focuses on expressive and receptive communication skills and culture. Functional language ability in survival and social situations is further developed. Attendance in Lab is required. Students must earn a 'C' or better for the course to meet the requirements as a prerequisite for subsequent language courses. Prerequisite - ASL145

Credits: 3.00

### **ASL 220 Ethics and Decision Making - E**

This course surveys the field of ethics and how we use ethics and values to make decisions in the face of conflicting values. Ethical standards and dilemmas in various professions, including ASL English interpreting, will be explored through discussion, case studies, and role playing. This course includes topics related to working cross-culturally, power relations within and among groups, and ethical standards and statements from a variety of professions and communities.

Credits: 3.00

### **ASL 240 Fingerspelling & Numbers**

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This course is designed to help students develop comprehension and production fingerspelling skills (including numerical signs and lexicalized signs) used in American Sign Language. Within a range of contexts and using a variety of topics through extensive fingerspelling drills that emphasize clear form and transitions. Students will use fingerspelled and abbreviated words as well as lexicalized signs in ASL within a range of contexts. The faculty will guide the student through dialogues and short stories that emphasize clear form and transitions. Prerequisites: ASL105 and ASL 145

Credits: 3.00

### **ASL 245 American Sign Language IV**

Expressive and receptive communication skills and culture. Functional language ability in survival and social situations is further developed. Attendance in lab is required. Students must earn a 'C' or better for the course to meet the requirements as a prerequisite for subsequent language courses. Prerequisite - ASL205

Credits: 3.00

### **ASL 305 American Sign Language V**

Continuation of ASL: Expanded study of ASL with emphasis on conversation skills and storytelling; introduced to study of storytelling features; continued expansion of knowledge of Deaf culture and Deaf community. Vocabulary is expanded through introduction of various content areas dealing with current events, world affairs, literature, the arts and abstract ideas. Students learn how to participate in-group discussions, speculate, make analogies, and give instructions and express feelings and intentions. Students must earn a 'C' or better for the course to meet the requirements as a prerequisite for subsequent language courses. Prerequisite - ASL245

Credits: 3.00

### **ASL 316 Linguistics Non-Manual Mrkrs in ASL**

This course is designed to develop proficiency in the understanding and use of non-manual markers in ASL. Many grammatical structures of ASL are produced as facial expressions, body shifts, and morphemes produced with specific mouth and eye movements. For non-Deaf people, this is perhaps some of the more difficult aspects of ASL to learn and the most important for comprehension and production. Students will learn how to accurately inflect specific meaning in ASL using non-manual markers. The course will also touch on fingerspelling accuracy. Prerequisite: ASL 205

Credits: 3.00

### **ASL 321 Sociological Perspectives of Deaf Education**

Deaf Education is a complex and controversial issue in the Deaf community; Is deafness looked upon as a way of life or a disability? Is sign language seen as a resource or a last resort? How do deaf people best learn and thrive? One's education experiences have a profound impact on self actualization and success as an deaf adult. This population faces unique circumstances regarding their own language and cultural competency, access to equivalent services, and relationships with other people. Students taking this course will learn about these circumstances in a specific context and examine the various options and perspectives facing deaf students in today's educational environments. Examining laws and policies pertaining to this field and being able to discuss such things will better prepare them to assist and advocate for clients in various settings. Prerequisites: ASL 205

Credits: 3.00

### **ASL 345 American Sign Language VI**

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Upper level ASL course with a focus on diglossia, variation in sign language use, and viewing the Deaf community as part of a linguistic and cultural minority. Topics that will be covered include perspectives on Deafhood and Deaf/deaf communities, attitudes toward Deaf people and signed languages, technology and communication, history of the Deaf community, contributions of Deaf people to society, communication issues and the politics of language use, choices, and power. Students will expand on vocabulary through working on areas of advanced subject matters, application of non-manual markers, use of classifiers, and proper pronominalization.

Prerequisites: ASL 305

Credits: 3.00

### **ASL 425                      Linguistics of American Sign Lang**

Students take an analytical approach to language and the field of linguistics as it applies to American Sign Language. ASL phonology, morphology, syntax, semantics, bilingualism, and language use and usage will be examined and discussed. Language samples will be viewed and analyzed for evidence of different language structures and forms. Students will also read and critique research articles pertaining to ASL and other signed languages. Prerequisite: ASL245

Credits: 3.00

### **ASL 430                      ASL Literature**

This course analyzes and compares the various genres of American Sign Language literature. ASL poetry, narrative, humor, as well as written work by deaf individuals and other language devices will be examined and discussed. Students will create and evaluate original work illustrating the similarities and uniqueness of ASL. Students will become familiar with well-known contributors: Clayton Valli, Patrick Graybill, Ella Mae Lentz, etc. Research articles pertaining to ASL or Deaf Literature will be critiqued and discussed as well. Prerequisite - ASL245 and ASL425

Credits: 3.00

### **ASL 450                      Senior Capstone**

This course is the capstone to the major and prepares students to enter an ASL Studies related field. Students are provided with the opportunity to apply and integrate key concepts from their course study in preparing for their own competency assessment, career development, and ethical decision making. This course is conducted in seminar format where students will apply time-management, business practices, accountability, and life-long learning and professional development. Emphasis given to creating a portfolio and resume for future employment. Prerequisites: ASL 425 and 430 with a grade of "C" or better.

Credits: 3.00

### **ASL 451                      ASL Internship I**

Requires a minimum of 120 clock hours in an approved work situation. In addition to submitting a log of work activities with dates and times, the student will develop a complete portfolio illustrating internship activities and outcomes, with brief explanatory texts. The student will also prepare a resume. Prerequisite: Requires permission of the instructor and the division chair.

Credits: 3.00

### **ASL 452                      ASL Internship II**

Requires a minimum of 240 clock hours in an approved work situation. In addition to submitting a log of work activities with dates and times, the student will submit a substantial essay according to a pre-approved outline that will describe the relationship or integrations of theory (curriculum) and practice (internship). The discussion of

theory and practice should cover knowledge, methodology and value development. Prerequisite: Requires permission of the instructor and the division chair.

Credits: 6.00

## Athletic Training

### **ATR 200                    Introductory Projects**

Special one-semester classes and seminars with varying subject matter. The topic of the course will be announced in the schedule of classes. May be taken three times for credit with change of topic.

Credits: 3.00

### **ATR 300                    Independent Study**

Individually directed study on a topic not covered by regular course offerings. Requires permission of the instructor and the division chairperson.

Credits: 3.00

### **ATR 400                    Advanced Projects**

Special one-semester classes and seminars with varying subject matter designed for majors at the junior and senior level. The topic will be announced in the schedule of classes. May be taken three times for credit with change of topic. Requires permission of instructor and the division chair.

Credits: 3.00

### **ATR 402                    Manual Therapies**

This course is designed to implement hands-on treatments based on examination findings. Manual therapies are designed to work with the neuromyofascial system to decrease pain while restoring function. This course will cover historical perspective on myofascial techniques and joint mobilizations. The course will also allow for the certification in Graston Technique and Functional Movement Taping through RockTape. Prerequisites: ATR350/351

Credits: 4.00

### **ATR 403                    Manual Therapies Lab**

This course must be taken concurrently with ATR 402 Manual Therapy. The concepts taught in the course will be demonstrated and practiced. Students will be required to wear appropriate laboratory attire. Students will be evaluated on their knowledge and their ability to apply clinical techniques.

Credits: 0.00

### **ATR 405                    Clinical I: Equipment Intensive**

Lecture/lab component will review emergency care including first aid and CPR as well as preventative measures. Colleagues will complete 4 case-based practical examinations related to the management of acute injuries. Clinical component will consist of practice of athletic training specific skills including taping/bracing, first aid and application of modalities under the supervision of a certified athletic trainer for a minimum of 100 and a maximum of 200 hours. Prerequisite: Must be Preliminarily Approved for the MSAT program Corequisite: ATR421

Credits: 3.00

**ATR 420 Clinical III**

The Clinical enables the student exposure to complete a minimum of 150 hours in the traditional or non-traditional athletic training setting, under the direction of a clinical instructor. The student will acquire knowledge and skills used in the practice of the athletic training profession. Emphasis will be placed on refining skills in athletic injury prevention, injury management, injury rehabilitation and demonstration of assigned clinical proficiencies.

Prerequisite: ATR 323

Credits: 2.00

**ATR 421 Examination I: Lumbar & Lower Extremity**

Lecture course to introduce the future clinician to theory and techniques used in examination of the neuromuscular and musculoskeletal systems with emphasis on the ankle, knee, hip and lumbo-pelvic complex.

Prerequisite: EXS303 and Must be Preliminarily Approved for the MSAT program Corequisite: ATR405 and ATR422

Credits: 4.00

**ATR 422 Examination I: Lumbar & Lower Extremity Lab**

Lab course to develop psychomotor skills of examination techniques of the ankle, knee, hip and lumbo-pelvic complex. Colleagues will successfully complete 5 case-based practical examinations during the course.

Corequisite: ATR421

Credits: 0.00

**ATR 423 Clinical IV**

The Clinical is the culmination of the student athletic trainer's clinical athletic training experience. The student is expected to complete a minimum of 150 clinical hours and demonstrate assigned clinical proficiencies. The student will be assigned to a clinical instructor in either the traditional or clinical athletic training setting. The emphasis of the course is in increasing knowledge and refining skills preparing the student for the NATABOC examination. Prerequisite: ATR 420

Credits: 2.00

**ATR 431 Interventions I: Therapeutic Modalities**

Lecture course to introduce the future clinician to the theory and options used to address pain and swelling in acute and chronic injuries including the latest developments in pain science. Interventions will include thermotherapies, electrotherapies, ultrasound and low level laser therapy. Prerequisite: EXS303 and Must be Preliminarily Approved for the MSAT program Corequisite: ATR432

Credits: 4.00

**ATR 432 Interventions I: Therapeutic Modalities - Lab**

Lab course to develop psychomotor skills of therapeutic modalities application including thermotherapies, electrotherapies, ultrasound and low-level laser therapy. Colleagues will complete 5 case-based practical examinations. Corequisite: ATR431

Credits: 0.00

**ATR 433 Admin in Athletic Training**

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The purpose of this course is to introduce and develop skills in organization, budgeting, and administrative procedures in athletic training and sports medicine settings. Prerequisite: ATR 330/331

Credits: 2.00

### **ATR 443 Examination II: General Medical Conditions**

Lecture course to introduce the future clinician to disease processes of the organ systems including: skin, cardiovascular, gastrointestinal, endocrine, immune and urinary/reproductive systems. Prerequisite: Must be Preliminarily Approved for the MSAT program Corequisite: ATR444

Credits: 4.00

### **ATR 444 Examination II: General Medical Conditions Lab**

Lab course to develop psychomotor skills for examination of the trunk and head. Techniques will include auscultation and palpation of the abdominal and thoracic cavities and examination of the head/face. Colleagues will complete 4 case-based practical examinations. Corequisite: ATR443

Credits: 0.00

### **ATR 450 Research I: Introduction to Evidence Based Practice**

Lecture course to introduce future clinicians to reading current research and how it influences clinical practice. Prerequisite: EHP405 and Must be Preliminarily Approved for the MSAT program

Credits: 1.00

### **ATR 455 Examination III: Cervical & Upper Extremity**

Lecture course to introduce the future clinician to theory and techniques used in examination of the neuromuscular and musculoskeletal systems with emphasis on the wrist, elbow, shoulder complex and cervical spine. Prerequisite: ATR443 and Must be Preliminarily Approved for the MSAT program Corequisite: ATR446

Credits: 4.00

### **ATR 456 Examination III: Cervical & Upper Extremity Lab**

Lab course to develop psychomotor skills of examination techniques of the wrist, elbow, shoulder complex and cervical spine. Students will successfully complete 5 case-based practical examinations during the course. Corequisite: ATR455

Credits: 0.00

## Biology

### **BIO 105 Introduction to Biological Princ -N**

Survey for non-majors introduces some of the most significant concepts in the study of the biological sciences, including human/environmental interactions, impact of new DNA biotechnology on society, health issues, and some plant and animal systems. Concurrent enrollment in BIO106 required. Prerequisites: MAT 099 and ENG 099 or equivalent.

Credits: 4.00

### **BIO 106 Intro To Bio Lab**



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A hands-on approach to the methods and materials of biology. Emphasis is placed on experimental and scientific approaches to solving problems. Concurrent enrollment in BIO 105 required. Required Lab fee

Credits: 0.00

### **BIO 107 Intro to Biology Princ Lab - transf**

A hands-on approach to the methods and materials of biology. Emphasis is placed on experimental and scientific approaches to solving problems. Laboratory exercises will reinforce and augment the biology lecture course that students earned credit for at a previous institution. Available only to students with posted transfer credit for BIO105 at time of enrollment. Required Lab fee

Credits: 1.00

### **BIO 114 General Biology I -N**

This course will introduce the broad underpinnings of biological science with a focus on the subcellular level. Students will be expected to describe fundamental molecular topics – such as water, DNA, and shape – and begin integrating them in the context of overarching principles such as scientific method, biological systems, and evolution. This course is geared toward science majors and pre-health professions students. Concurrent enrollment in BIO115 required.

Credits: 4.00

### **BIO 115 Gen Bio I Lab**

The purpose of this lab is to offer a hands-on investigative experience with some of the content addressed in BIO 114. Topics include measurement and microscopy, structure and function of the cell, the fundamental chemistry of life, photosynthesis, cellular respiration, Mendelian genetics, and an introduction to molecular biology. Experimental design, use of scientific equipment, and critical thinking are emphasized, culminating in the execution and analysis of a student-designed experiment during the second half of the course. Concurrent enrollment in BIO 114 required. Prerequisite - Science ACT equal to or greater than 18 or BIO 105/106 with C or higher grade

Credits: 0.00

### **BIO 116 Gen Bio I Lab for Transfer students**

Students conduct laboratory exercises selected to reinforce and augment the biology lecture course that students earned credit for at a previous institution. Experiments illustrate basic life principles and structures. Available only to students with posted transfer credit for BIO114 at time of enrollment. (Lab fee)

Credits: 1.00

### **BIO 124 Gen Biology II -N**

A continuation of the introductory sequence in biology, emphasizing the diversity of life as illustrated by organisms in the five major divisions of life forms. Anatomical, morphological, and life cycle characteristics of the various phyla and classes are introduced, and evolutionary and functional relationships stressed. Concurrent enrollment in BIO 125 required. Prerequisite - BIO114/115

Credits: 4.00

### **BIO 125 Gen Bio II Lab**

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This laboratory primarily surveys the organisms of the major divisions of life forms, and visually demonstrates the changes in complexity of their form and structure as evolutionary processes have shaped organisms through geological time. Concurrent enrollment in BIO 124 required. Required Lab fee

Credits: 0.00

### **BIO 200                      Introductory Projects**

Special one-semester classes with varying subject matter. The topic of the course will be announced in the schedule of classes. May be taken three times for credit with change of topic.

Credits: 3.00

### **BIO 209                      Intr To Environmental Science -N**

This course is an introduction to the concepts and principles of environmental science. By its nature, environmental science is an interdisciplinary field, which draws on elements of the natural sciences, including biology, ecology, chemistry, geography and the earth sciences. Its central theme is the interrelatedness of basic environmental processes in association with conserving important aspects of the environment such as clean air, clean water, pristine habitats and native species. Human population growth, ethics, the law and policymaking will be considered in addressing environmental issues. Prerequisites - MAT099 and ENG 099, or equivalent/higher

Credits: 3.00

### **BIO 215                      Introductory Projects Lab**

Individually directed study on a topic not covered by regular course offerings. Requires permission of the instructor and division chair.

Credits: 0.00

### **BIO 224                      Contemporary Topics in Biology -N**

An "issues-based" course for non-majors introduces some of the most important recent developments in the biological sciences and their biological underpinnings. Topics will vary, but may include origins of infectious and inherited disease, human/environmental interactions, and impact of new DNA biotechnology on society. Prerequisite - MAT 099 and ENG 099, or equivalent/higher

Credits: 3.00

### **BIO 231                      Genetics**

This course will emphasize current developments and techniques in the study of inheritance including extensions and applications of transmission, population, and molecular genetics. Laboratory experiences will include Mendelian crosses of model organisms, computer simulations via software and Internet of traditional and population genetics, and an introduction to cell-molecular genetics techniques including micropipetting, sterile bacterial culture, and visualization and mapping of DNA via gel electrophoresis. Thought processes and problem solving will be emphasized. Concurrent enrollment in BIO 232 required. Prerequisites: BIO124/125 (\*MAT 118 should be completed prior to or concurrent enrollment with BIO231/232)

Credits: 4.00

### **BIO 232                      Genetics Lab**

Laboratory experiences will include Mendelian crosses of model organisms, computer simulations via software and Internet of traditional and population genetics, and an introduction to molecular genetics techniques including

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micropipetting, sterile bacterial culture, and visualization and mapping of DNA via gel electrophoresis. Concurrent enrollment in BIO 231 required. Required Lab fee

Credits: 0.00

### **BIO 300**                      **Independent Study**

Individually directed study on a topic not covered by regular course offerings. Requires permission of the instructor and the division chair. (Lab fee)

Credits: 3.00

### **BIO 303**                      **Microbiology**

This course serves as an introduction to the structure, physiology, pathogenicity, and ecology of microorganisms, particularly the bacteria and viruses. Concurrent enrollment in BIO 304 required. Prerequisites: BIO124/125 and CHM124/125

Credits: 4.00

### **BIO 304**                      **Microbiology Lab**

Laboratory work involves effective use of the microscope, staining procedures, handling of pure cultures, analysis of bacterial physiology, and identification of unknown bacteria. Concurrent enrollment in BIO 303 required. Lab Fee

Credits: 0.00

### **BIO 310**                      **Vertebrate Zoology**

Vertebrate Zoology is an introduction to the various vertebrate classes: the jawless vertebrates, primitive and bony fishes, amphibians, reptiles, birds, and mammals. Evolution of the classes as well as structural and functional differences among them will be emphasized. Both worldwide and local members of representative orders will be discussed in terms of habitat and specializations. Concurrent enrollment in BIO322 required Prerequisite - BIO124/125

Credits: 4.00

### **BIO 313**                      **Human Anatomy/Physiology I**

Students in this course will explore human anatomy and physiology through the lens of modern scientific literature. Cellular physiology and the structure and function of the nervous, endocrine, musculoskeletal, cardiovascular, and special sensory systems will be addressed. Emphasis will be placed on learning the normal functions of these by accurately assessing pathologies in real clinical case scenarios. Students will synthesize their understanding of the integration of these systems through a composition in the style of a modern scientific review with concomitant seminar. Concurrent enrollment in BIO 314 required. Prerequisites - BIO124/125, CHM124/125 and MAT 118

Credits: 4.00

### **BIO 314**                      **Human Anatomy/Physiology I Lab**

This course is the laboratory extension of BIO 313. Students will gain practical experience in tissue sample preparation for histological examination. The organ systems examined in BIO 313 will be observed via the dissection of preserved specimen. Students will also gain practice in modern clinical assessments of human organ

systems by examining cases of their dysfunction/pathology. Concurrent enrollment in BIO 313 required.  
Required Lab Fee

Credits: 0.00

**BIO 317**                      **Comparative Vertebrate Anat/Phys**

This course is a study on the diversity and connectivity of the subphylum Vertebrata. Students will examine the form and function of anatomical structures from various species and integrate this knowledge with natural history to deduce the evolutionary relationships among the vertebrates. Cellular and physiological parameters among vertebrates and some non-vertebrates will be compared. Additionally, discrete knowledge and practice of anatomical/physiological terminology and structural identification will be gained. Concurrent enrollment in BIO 318 required. Prerequisites - BIO124/125

Credits: 4.00

**BIO 318**                      **Comparative Vertebrt Anat/Phys La**

This course will use a hands-on approach in which students are encouraged to become active participants in their own mastery of vertebrate design (topics addressed in BIO 317). The study of classification and a survey of early chordates will provide background. Utilizing slides, models, their own bodies and through the dissection of representative animals, students will investigate vertebrate structure and function, focusing on one organ system at a time. Physiological aspects will be explored through a variety of experiments that highlight the similarities and differences among vertebrates. Concurrent enrollment in BIO 317 required. Required Lab Fee

Credits: 0.00

**BIO 322**                      **Vertebrate Zoology Lab**

Concurrent enrollment in BIO 310 required. Required Lab fee

Credits: 0.00

**BIO 323**                      **Human Anatomy/Physiology II**

This course is a continued study of human biology from BIO 313. Students will investigate the structure and function of the endocrine, circulatory, immune, respiratory, digestive, urinary, and reproductive systems. The normal functions and integration of these systems will be explored in the context of their dysfunction through pathological case studies. This course takes a notably more cellular approach than BIO 313, and students will gain practice in assessing chemical physiological indicators, and researching the associated primary clinical literature. Concurrent enrollment in BIO 324 required. Prerequisites: BIO313/314

Credits: 4.00

**BIO 324**                      **Human Anatomy/Physiology II Lab**

This course is the laboratory extension of BIO 323. Students will gain practical experience in tissue sample preparation for histological examination. The organ system examined in BIO 323 will be observed via the dissection of preserved specimens; Students will also gain practice in modern clinical assessments of relevant physiological indicators, and draw functional physiology conclusions based upon the analysis of pathology case studies. When possible, these systems will be studied via observation and dissection of cadaver specimens, therefore students should prepare for this possibility. Concurrent enrollment in BIO 323 required. Required Lab Fee Prerequisites: BIO313/314

Credits: 0.00

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### **BIO 330 Ecology**

This course examines the interaction of living organisms with each other and their environment. It presents a balanced introduction to ecology-plant, animal, theoretical and applied, physiological and behavioral and population and ecosystem. It combines the fields of natural history, forestry, agriculture, wildlife ecology and taxonomy. Concurrent enrollment in BIO331 required. Preresuisites - BIO124/125

Credits: 4.00

### **BIO 331 Ecology Lab**

A field component will reinforce ecological concepts, enable discovery through the application of standard field techniques and employ the scientific method in the development of student reports on selected problems. Concurrent enrollment in BIO330 required. Prerequisite - BIO 124/125 Required Lab fee

Credits: 0.00

### **BIO 366 Interdisciplinary Honors Studies**

The course allows students to focus on a narrow topic, examining it from two diverse academic disciplines. Topics will vary. (The course is open to honors program participants)

Credits: 3.00

### **BIO 390 BIO Internship I**

Course requires a minimum of 120 clock hours in an approved work situation. The student must submit a log documenting the work dates and times and describing the work activites according to at least three pre-approved objectives. In addition, the student will submit three essays describing and evaluating each of the following: the role of the on-site supervisor, the quality of the work environment, and the usefulness of extended internship activites. The student will also prepare a resume. Prerequisite: Requires permission of the instructor and the division chair.

Credits: 3.00

### **BIO 400 Advanced Project**

Special one-semester classes and seminars with varying subject matter designed for majors at the junior and senior level. The topic will be announced in the schedule of classes; topics will vary and may include such courses as Animal Behavior, Bioinformatics/Genomics, Immunology, Ornithology, or others. May be taken three times for biology major credit with change of topic.

Credits: 3.00

### **BIO 401 Evolution**

Biologists widely regard evolution as the single unifying conceptual theme in a n extremely diverse and multi-leveled discipline. This course will attempt to integrate the thematic highlights of other courses in biology while integrating current developments and issues in evolution. Prerequisites - BIO231/232

Credits: 3.00

### **BIO 405 Cell & Molecular Biology**

A study of the ultrastructure of the cell with an emphasis upon eukaryotes. Movement of materials into and within the cell, organelle structure and function, biochemical structure and function of DNA and proteins, and

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genetic reorganization will be discussed. Emphasis will be placed upon investigative procedures and problem solving. Concurrent enrollment in BIO406 required. Prerequisites - BIO231/232 and CHM124/125

Credits: 4.00

### **BIO 406**                      **Cell & Molecular Biology Lab**

Lab experiences include restriction digestion and ligation of plasmids, spectrophotometric analysis of DNA, preparation of competent cells, transformation, DNA amplification and fingerprinting, protein analysis, and tissue culture. Concurrent enrollment in BIO405 required. Required Lab fee

Credits: 0.00

### **BIO 409**                      **Conservation Biology**

The class will explore a wide range of important, and pertinent topics in Conservation Biology. It will begin by defining Conservation Biology and discuss the current threats to biodiversity. This class will discuss the need for global conservation, and through case studies and current examples, investigate the many different realms of Conservation Biology. This class is rooted in Biology, but no Conservation Biology is complete without conversations about policy, economics, sociology and anthropology.

Credits: 3.00

### **BIO 412**                      **Human Diseases; Modern Understanding of Pathophysiology**

This course covers the biological mechanisms of immunity and disease, including hereditary diseases, infectious diseases, and cancer. Human disorders and diseases of the cardiovascular, respiratory, gastrointestinal, urinary, reproductive, endocrine, nervous, musculoskeletal, and integumentary systems are investigated, along with mental disorders and diseases of the sensory organs. The importance of animal models in disease will be emphasized. This course will also cover the basics of bioethics and modern pathophysiological methods. Prerequisite: BIO231/232

Credits: 3.00

### **BIO 413**                      **Immunology**

This class will be an immersive exploration of the fundamental molecular and cellular interactions of the vertebrate immune system. Students will establish knowledge in innate immunity, adaptive immunity, how these two branches are truly integrated, and the influences that this system has over the rest of the body. Close examination of real cases of immune dysfunction will be utilized for students to deduce the importance of specific components of the immune system. Furthermore, students will integrate their newly acquired knowledge on the topic to accurately explain to the layperson causes/mechanisms involved in various forms of immunodeficiency, autoimmunity, hypersensitivity, cancer immunology, immunotherapy, and immunization. Prerequisites: BIO 301 and CHM314

Credits: 3.00

### **BIO 414**                      **Molecular Biotechnology**

Biotechnology is the use of living systems and organisms to develop or make useful products. This course provides an introduction of biotechnology theories and techniques essential to laboratory research in agricultural, environmental or medical biotechnology such as laboratory safety and records keeping, genome informatics, DNA analysis, RNA analysis, protein analysis and analysis of biological systems. The course provides fundamental knowledge in mathematics, chemistry, biology, and microbiology. Topics include: The fundamental chemical processes common in prokaryotic and eukaryotic biology; chemistry of biomolecules; cellular and molecular

biology; gene expression and genetic engineering (tissue culture methods, microbiology techniques such as the purification and analysis, of nucleic acids and proteins, DNA manipulation and cloning procedures, protein identification methods); scientific information retrieval; and technical writing. The course will include the use of biotechnology in a variety of science fields including medicine and agriculture; however, an emphasis will be the biotechnology used in bioremediation, biomass utilization, and the production of bioenergy.

Prerequisites: BIO231/232 and CHM314/315

Credits: 4.00

**BIO 415                      Molecular Biotechnology Lab**

Biotechnology is the use of living systems and organisms to develop or make useful products. This course provides an introduction of biotechnology theories and techniques essential to laboratory research in agricultural, environmental or medical biotechnology such as laboratory safety and records keeping, genome informatics, DNA analysis, RNA analysis, protein analysis and analysis of biological systems. The course provides fundamental knowledge in mathematics, chemistry, biology, and microbiology. Topics include: The fundamental chemical processes common in prokaryotic and eukaryotic biology; chemistry of biomolecules; cellular and molecular biology; gene expression and genetic engineering (tissue culture methods, microbiology techniques such as the purification and analysis, of nucleic acids and proteins, DNA manipulation and cloning procedures, protein identification methods); scientific information retrieval; and technical writing. The course will include the use of biotechnology in a variety of science fields including medicine and agriculture; however, an emphasis will be the biotechnology used in bioremediation, biomass utilization, and the production of bioenergy.

Prerequisites: BIO231/232 and CHM314/315

Credits: 0.00

**BIO 418                      BIO Methods of Teaching**

A theoretical and practical study of the teaching of science at the secondary level.

Credits: 3.00

**BIO 421                      Biology Laboratory Assistant**

Students will work with biology faculty members to prepare for teaching labs and assist students during those lab periods. Junior or Senior Biology majors may elect this class upon invitation from the Biology faculty. These invitations are normally given after the spring Biology Assessment.

Credits: 1.00

**BIO 430                      Tropical Ecology**

This course examines the ecology of the tropics at multiple scales. It covers a wide range of important topics including large scale processes that contribute to shaping the abiotic profile of the tropics, plant physiognomy throughout the tropics, patterns driving species diversity, and species interactions.

Credits: 4.00

**BIO 431                      Tropical Ecology Lab**

The lab is over Spring Break and is held in a tropical country. Each student will become an expert in a selected taxonomic group and will have the chance to study, in depth, the richness, distribution, behavior (where applicable), and natural history of their group. The class will generally be at a bare minimum field station and entail long hard hours in hot and rainy conditions.

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Credits: 0.00

### **BIO 450**                      **Biology Practicum**

This portion of the Capstone experience will focus on preparation for the Senior Assessment and Senior Presentation, self-reflection on career choices and preparation for graduate program and/or career through: resume writing and critique, analysis of the job market and consideration of the perceived match between career plans and academic and personal strengths. Prerequisite - BIO major and spring of Junior year standing

Credits: 1.00

### **BIO 451**                      **BIO Internship II**

This course requires a minimum of 120 clock hours in an approved work situation. In addition to submitting a log of work activities and outcomes, with brief explanatory texts. The student will also prepare a resume. Requires permission of the instructor and the division chair.

Credits: 3.00

### **BIO 452**                      **BIO Internship III**

This course requires a minimum of 240 clock hours in an approved work situation. In addition to submitting a log of work activities with dates and times, the student will submit a substantial essay according to a pre-approved outline that will describe the relationship or integration of theory (curriculum) and practice (internship). The discussion of theory and practice should cover knowledge, methodology and value development. Requires permission of the instructor and the division chair.

Credits: 6.00

## Business Administration

### **BUS 200**                      **Introductory Projects**

Special one-semester classes with varying subject matter. The topic of the course will be announced in the schedule of classes. May be taken three times for credit with change of topic.

Credits: 3.00

### **BUS 206**                      **Entrepreneurship**

A straightforward, fundamental approach to managing a small firm. Students will organize, interpret data and show the proper procedures in planning, operating, directing, and evaluating a new small business.

Credits: 3.00

### **BUS 214**                      **Business Ethics -E**

This course is an introduction to moral issues in business. Students will be introduced to basic ethical theory and models for ethical decision-making. Students will look at case studies of both unethical and ethical performance by business. This course introduces students to a variety of business ethics problem areas which include: consumer rights, product safety, ethics in marketing and advertising, employment rights, affirmative action, corporate responsibility, regulation, "whistle-blowing," and environmental responsibility. In this course, students analyze, evaluate, articulate, and defend logical positions on business ethics issues.

Credits: 3.00

### **BUS 231**                      **Risk Management and Insurance**



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This course is an introductory study of handling personal and business risk through various basic risk management strategies. Student will be expected to understand terms and definitions related to the fundamentals concepts of social, private and public insurance programs. The course will be divided into four parts: general overview of risk management and insurance; Life and Health Insurance; Homeowners and Auto Insurance; and Government Regulation.

Credits: 3.00

### **BUS 300                      Independent Study**

Individually directed study on a topic not covered by regular course offerings. Requires permission of the instructor and division chair.

Credits: 3.00

### **BUS 305                      Management and Labor Relations**

This course analyzes the relationship between management and the workforce. The perspective of employers, employee and employee representatives will be analyzed across a variety of issues found in the modern workforce. Areas of consideration may include compensation, benefits, job classification, legal principles of the employment relationship and training and development. Additionally, students learn how to deal with contemporary issues confronting the employer/employee relationship.

Credits: 3.00

### **BUS 307                      Retail Management**

A study of the organization and management of retail stores with emphasis on store location, buying, receiving, store policy, and selling that formulates retail business models which will be implemented via "real-world" businesses and/or clients.

Credits: 3.00

### **BUS 309                      Salesmanship**

Selling is a vital part of marketing and our marketing economy. Students will assess and apply the concepts of selling (prospecting, demonstrating, questioning, handling objections, and closing) to create and construct an industrial sales' presentation based on those selling methods which are successful and socially desirable.

Credits: 3.00

### **BUS 315                      Customer Service**

This course will cause the future entrepreneur and manager to consider business transactions from the viewpoint of the customer. The will explore the role that customer service plays on the future of any business and what an effective leader can do to develop customer service policies and procedures that benefit all parties involved.

Credits: 3.00

### **BUS 321                      Principles of Marketing**

An application of concepts from the field of marketing of consumer demand in relation to marketing procedures, functions, methods, policies, including issues of marketers from a marketing perspective.

Credits: 3.00

### **BUS 324                      Personal Finance**

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This course provides practical information covering five main topics: money management (budget, credit cards, income taxes, and mortgage payments), insurance, investments, retirement and estate planning. Students are expected to integrate various personal finance instruments and construct a personal finance plan based on their personal assessment. Prerequisite: Any college level math course

Credits: 3.00

### **BUS 329                      Managerial Ethics -E**

This is a course designed to provide students with the reasoning skills for ethical decision making in business. Students will study the framework for the concepts, processes, and best practices associated with successful business ethics. The emphasis is on critical, informed, and systematic thinking about situations where good arguments can be made on both sides of a question. Students will study two major Western codes of ethical conduct from the field of normative ethics (teleology and deontology) and analyze and apply these to business situations and case studies. This course addresses the complex environment of ethical decision-making in any type of organization where the burden of ethical behavior relates to the organization's values and traditions, not just to the individuals who make the decisions and carry them out.

Credits: 3.00

### **BUS 332                      Business Communications**

Formulate and develop the business/management communication process and its functions in a business environment. All types of business communications will be analyzed, practiced, and assessed

Credits: 3.00

### **BUS 335                      Business Law**

Fundamental principles of law in relation to business including court systems, torts, contracts, and sales.

Credits: 3.00

### **BUS 351                      Principles of Management**

An investigation of management concepts with an emphasis on the four basic managerial functions of planning, organizing, leading, and controlling, including the application of decision making, group dynamics, communication, and the business environment.

Credits: 3.00

### **BUS 357                      Non-profit Management**

The non-profit environment requires that managers be able to perform as chief executive, marketer, fundraiser and grant writer if necessary. This course will explore the unique challenges that managers of non-profit organizations encounter. The differences between for profit and non-profit entities will be examined closely including a focus on revenues vs. resources and expenses vs. expenditures.

Credits: 3.00

### **BUS 360                      Negotiations**

Negotiations are necessary whenever you are not able to attain your goals without the assistance or cooperation of others. Every individual is a negotiator and we learn to do so early in life. Thus, negotiations are a way of life. This course will develop your understanding of the principles, strategies, and tactics of effective negotiation and professional relationship management. This course will provide students with a comprehensive understanding of

the fundamental components of the negotiation process and the challenges that face negotiators through the use of theory, research and practice.

Credits: 3.00

**BUS 366                      Interdisciplinary Honors Studies**

The course allows students to focus on a narrow topic, examining it from two diverse academic disciplines. Topics will vary. (The course is open to honors program participants)

Credits: 3.00

**BUS 400                      Advanced Project**

Special one-semester classes and seminars with varying subject matter designed for majors at the junior and senior level. The topic will be announced in the schedules of classes. May be taken three times for credit with change of topic. Requires permission of the instructor and the division chair.

Credits: 3.00

**BUS 401                      BUS Internship I**

Internships provide students with the opportunity for hands-on application of the theories and applications they have learned in the classroom. For each credit hour obtained in the internship, the student is required to work 40 hours in an approved organization. A 2 credit hour internship = 80 hours, 3 credit hours = 120 hours, etc. Prerequisite: Approval of the division chair and 2.5 or higher GPA in the major

Credits: 1.00

**BUS 402                      BUS Internship II**

Internships provide students with the opportunity for hands-on application of the theories and applications they have learned in the classroom. For each credit hour obtained in the internship, the student is required to work 40 hours in an approved organization. A 2 credit hour internship = 80 hours, 3 credit hours = 120 hours, etc. Prerequisite: Approval of the division chair and 2.5 or higher GPA in the major

Credits: 2.00

**BUS 403                      BUS Internship III**

Internships provide students with the opportunity for hands-on application of the theories and applications they have learned in the classroom. For each credit hour obtained in the internship, the student is required to work 40 hours in an approved organization. A 2 credit hour internship = 80 hours, 3 credit hours = 120 hours, etc. Prerequisite: Approval of the division chair and 2.5 or higher GPA in the major

Credits: 3.00

**BUS 404                      BUS Internship IV**

Internships provide students with the opportunity for hands-on application of the theories and applications they have learned in the classroom. For each credit hour obtained in the internship, the student is required to work 40 hours in an approved organization. A 2 credit hour internship = 80 hours, 3 credit hours = 120 hours, etc. Prerequisite: Approval of the division chair and 2.5 or higher GPA in the major

Credits: 4.00

**BUS 405                      BUS Internship V**

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Internships provide students with the opportunity for hands-on application of the theories and applications they have learned in the classroom. For each credit hour obtained in the internship, the student is required to work 40 hours in an approved organization. A 2 credit hour internship = 80 hours, 3 credit hours = 120 hours, etc.

Prerequisite: Approval of the division chair and 2.5 or higher GPA in the major

Credits: 5.00

### **BUS 406                      BUS Internship VI**

Internships provide students with the opportunity for hands-on application of the theories and applications they have learned in the classroom. For each credit hour obtained in the internship, the student is required to work 40 hours in an approved organization. A 2 credit hour internship = 80 hours, 3 credit hours = 120 hours, etc.

Prerequisite: Approval of the division chair and 2.5 or higher GPA in the major

Credits: 6.00

### **BUS 407                      BUS Internship VII**

Internships provide students with the opportunity for hands-on application of the theories and applications they have learned in the classroom. For each credit hour obtained in the internship, the student is required to work 40 hours in an approved organization. A 2 credit hour internship = 80 hours, 3 credit hours = 120 hours, etc.

Prerequisite: Approval of the division chair and 2.5 or higher GPA in the major

Credits: 7.00

### **BUS 408                      BUS Internship VII**

Internships provide students with the opportunity for hands-on application of the theories and applications they have learned in the classroom. For each credit hour obtained in the internship, the student is required to work 40 hours in an approved organization. A 2 credit hour internship = 80 hours, 3 credit hours = 120 hours, etc.

Prerequisite: Approval of the division chair and 2.5 or higher GPA in the major

Credits: 8.00

### **BUS 409                      BUS Internship IX**

Internships provide students with the opportunity for hands-on application of the theories and applications they have learned in the classroom. For each credit hour obtained in the internship, the student is required to work 40 hours in an approved organization. A 2 credit hour internship = 80 hours, 3 credit hours = 120 hours, etc.

Prerequisite: Approval of the division chair and 2.5 or higher GPA in the major

Credits: 9.00

### **BUS 410                      BUS Internship X**

Internships provide students with the opportunity for hands-on application of the theories and applications they have learned in the classroom. For each credit hour obtained in the internship, the student is required to work 40 hours in an approved organization. A 2 credit hour internship = 80 hours, 3 credit hours = 120 hours, etc.

Prerequisite: Approval of the division chair and 2.5 or higher GPA in the major

Credits: 10.00

### **BUS 411                      BUS Internship XI**

Internships provide students with the opportunity for hands-on application of the theories and applications they have learned in the classroom. For each credit hour obtained in the internship, the student is required to work 40

hours in an approved organization. A 2 credit hour internship = 80 hours, 3 credit hours = 120 hours, etc.

Prerequisite: Approval of the division chair and 2.5 or higher GPA in the major

Credits: 11.00

**BUS 412                      BUS Internship XII**

Internships provide students with the opportunity for hands-on application of the theories and applications they have learned in the classroom. For each credit hour obtained in the internship, the student is required to work 40 hours in an approved organization. A 2 credit hour internship = 80 hours, 3 credit hours = 120 hours, etc.

Prerequisite: Approval of the division chair and 2.5 or higher GPA in the major

Credits: 12.00

**BUS 415                      Corporate Finance**

This course connects the principles of financial managerial decision to a broader management process linking the firm with external markets in which it must raise funds, purchase inputs and sell products. The student will be expected to apply the concepts of financial analysis and planning, investment risk and time value of money, cash flows and capital budgeting, and cost of capital. Each students will construct a stockholders' report that analyzes the real world financial markets. Prerequisites: ACC 240, MAT 114, and MAT 118 or MAT 112

Credits: 3.00

**BUS 421                      Organizational Behavior**

This course will build on prior management and behavioral concept and theory to explore individual and group processes involved in management/employee relationship, group dynamics, conflicts management, change management, motivation, moral, job design, organizational culture and development. The course will provide a strong understanding for productive organizational results focusing on the interactions of employees, employers, and the organization. Prerequisite: BUS351

Credits: 3.00

**BUS 428                      Public Relations**

An application class that reinforces and creates various aspects of public relations models that connect policies, strategies, and procedures to include marketing, communication, and designing public relations models for "real-world" businesses and/or clients. Prerequisites: ENG 102 and BUS 321

Credits: 3.00

**BUS 431                      Advertising**

Students will apply the concepts of advertising and marketing to create an advertising campaign for a new brand of a product category. Students will analyze both the industry (of the product category) and the desired market segment and then select the appropriate media to boost the awareness and generate consumer demand for their brand.

Credits: 3.00

**BUS 450                      Business Policy and Procedures**

This is a senior capstone course which synthesizes the student's academic experience in various professional business subjects taught in the business administration degree program. This course gives a special emphasis on the creative, analytical and critical challenges experienced by contemporary business managers. Students will

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connect their business knowledge to international and ethical issues in business. The course stresses a case study approach. Prerequisites: BUS351, BUS321, ACC241, ECN251 and ECN252

Credits: 3.00

### **BUS 461                      Marketing Research**

This course is an applied approach to the field of marketing research with practical applications. Students are expected to design a research project and analyze their qualitative and/or quantitative results. Student will formulate hypothesis and connect their statistical analysis using a formal research report format. Prerequisites: MAT 114 and BUS 321

Credits: 3.00

### **BUS 475                      Human Resources Administration**

This course focuses on Human Resource Management as it is used in the business environment. The covered subject areas include recruitment, selection, promotion, compensation, benefits, training, employee relations and performance appraisals. Various tools will be discussed that are available to the Human Resources professional such as job analysis, and job design. Students will analyze real-life, legal issues, that pertain to the functions of a Human Resources department, and demonstrate their comprehension by applying the principles they have learned to solve these non-routine issues. (Really like your use of non-routine!)

Credits: 3.00

### **BUS 499                      Managerial Policies and Procedures**

This course provides students with the opportunity to utilize the skills and information they have learned in the prerequisite courses to complete the final strategic business assessment. This course encompasses skills learned from marketing, business communication, ethics, statistics, accounting, management, leadership, systems management, legal and managerial risk, human resources, economics, and financial decisions. The student will create a professional assessment of a company by investigating several factors, drawing conclusions from that data and explaining their opinions in terms of concepts learned throughout the program. Prerequisites: ACC241, ECN252, BUS321, BUS335 AND BUS351 & Senior Status

Credits: 3.00

## Chemistry

### **CHM 114                      General Chemistry I -N**

A study of the fundamental principles and theories of chemistry with emphasis on stoichiometry and atomic theory and bonding. Must be taken concurrently with CHM115. Prerequisite -MAT099 or Math ACT/SAT of 22/520 or higher

Credits: 4.00

### **CHM 115                      General Chemistry I Lab**

Concurrent enrollment in CHM 114 required. Meets three hours per week. (Lab fee)

Credits: 0.00

### **CHM 116                      General Chemistry I Lab transfer st**

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Includes laboratory exercises selected to reinforce and augment the chemistry lecture course that students earned credit for at a previous institution. Available only to students with posted transfer credit for CHM114 at time of enrollment. (lab fee)

Credits: 1.00

### **CHM 124                      General Chemistry II -N**

A continuation of CHM 114 with emphasis on equilibrium, electrochemistry, kinetics, and thermodynamics.

Prerequisites: CHM 114 and CHM 115

Credits: 4.00

### **CHM 125                      General Chemistry II Lab**

A laboratory study of principles of equilibrium and inorganic reactions directed toward the qualitative analysis of inorganic materials. Concurrent enrollment in CHM 124 required. (Lab fee) Prerequisites: CHM 114 and CHM 115

Credits: 0.00

### **CHM 200                      Introductory Projects**

Special one-semester classes with varying subject matter. The topic of the course will be announced in the schedule of classes. May be taken three times for credit with change of topic.

Credits: 3.00

### **CHM 300                      Independent Study**

Individually directed study on a topic not covered by regular course offerings. Requires permission of the instructor and division chair.

Credits: 4.00

### **CHM 314                      Organic Chemistry I**

A systematic study of the compounds of carbon with emphasis on the principles of synthesis, analysis, and reaction mechanisms of organic functional groups. Prerequisites: CHM 124 and CHM 125

Credits: 4.00

### **CHM 315                      Organic Chemistry I Lab**

A study of the techniques of synthesis and analysis of organic compounds. Concurrent enrollment in CHM 314 required. (Lab fee)

Credits: 0.00

### **CHM 316                      Organic Chemistry I Lab for Transfer Students**

Students conduct laboratory exercises selected to reinforce and augment the chemistry lecture course that students earned credit for at a previous institution. Experiments illustrate fundamental organic chemistry lab techniques and demonstrate phenomena and theory described in lecture. Available only to students with posted transfer credit for CHM 314 at time of enrollment. (Lab fee)

Credits: 1.00

### **CHM 324                      Organic Chemistry II**

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A continuation of CHM 314. Prerequisites: CHM 314 and CHM 315

Credits: 4.00

### **CHM 325                      Organic Chemistry II Lab**

Concurrent enrollment in CHM 324 required. (Lab fee)

Credits: 0.00

### **CHM 366                      Interdisciplinary Honors Studies**

The course allows students to focus on a narrow topic, examining it from two diverse academic disciplines. Topics will vary. (The course is open to honors program participants)

Credits: 3.00

### **CHM 400                      Advanced Projects**

Special one-semester classes and seminars with varying subject matter designed for majors at the junior and senior level. The topic will be announced in the schedule of classes. May be taken three times for credit with change of topic. Requires permission of instructor and the division chair.

Credits: 3.00

### **CHM 440                      Biochemistry**

This course addresses the chemistry of living systems, including the structure and function of biological molecules and the mechanisms and products of their reactions. Emphasis will be placed on pathways of energy transfer and signaling, especially those that are deeply conserved among eukaryotes. The major classes of biomolecules will be examined with greatest focus on proteins. Student will actively research modern, primary biochemical literature and interpret it in the context of the principles and pathways discussed in class; furthermore, students will learn how to critique data and methods in the literature. Students will integrate prior knowledge and experiences from general and organic chemistry courses to arrive at a personal, and accurate, explanation of living systems through chemistry. Concurrent enrollment in CHM 441 required. Prerequisite - BIO124/125 and CHM314/315

Credits: 4.00

### **CHM 441                      Biochemistry Lab**

The laboratory extension of the CHM 440 course. Students will gain practical competencies in modern experimental biochemistry dealing with the major classes of biomolecules; emphasis will be placed upon protein. Additionally, substantial, independent immersion in primary literature research is a key feature of this course. Participants will design, execute, and analyze a relevant and novel biochemical experiment producing data that could potentially be published. Concurrent enrollment in CHM 440 required. Required lab fee.

Credits: 0.00

## Criminal Justice

### **CMJ 110                      Introduction to Criminal Justice -S**

This introductory course will examine crime in America with a focus on the role of police, courts, and correctional institutions. Students will consider the balance between freedom and security issues and evaluate the strengths and weaknesses of the American justice system as it adapts to cultural, political, and societal changes.

Credits: 3.00



**CMJ 120 Intro to Corrections, Prbtn &Parole**

This introductory course will examine how evidence-based practices are used in corrections and how theory is linked to treatment and punishment of offenders, and encourages critical thinking about community corrections, prison life, treatment of offenders, reentry, legal issues, the death penalty, and juveniles in corrections.

Credits: 3.00

**CMJ 160 Police Process**

This Introductory course will explore a problem-solving approach that emphasizes what is actually working in the field of policing and patrol. Emphasis will be placed on topics of major, national importance and interest, such as tactics, terrorism, personnel issues, community policing, investigations, rule of law, accountability (ethics, liability), patrol, and technologies.

Credits: 3.00

**CMJ 180 Criminology -T**

This introductory course will explore the cause and major theories of criminal behavior. Students will learn the various research techniques that have been used to study criminal behavior and examine connections to social, environmental and ethnographical factors. Students will gain a more complete understanding of crime and how it relates to human social life. Finally students will apply the knowledge gained in their studies to examine current policy trends and the methods used to address crime and proscribed social behavior.

Credits: 3.00

**CMJ 200 Introductory Project**

Special one-semester classes and seminars with varying subject matter. The topic of the course will be announced in the schedule of classes. May be taken three times for credit with change of topic.

Credits: 0.00

**CMJ 240 Introduction to Homeland and Industrial Security**

This course will provides a comprehensive overview of the Department's history, mission, organization, and programs designed to reduce America's vulnerability to attack and quickly recover from disaster. We will discuss emergency preparedness, critical infrastructure, intelligence and terrorism.

Credits: 3.00

**CMJ 260 Emergency Management & Disaster Pln**

This is an introductory course in the field of emergency management and disaster planning. This course will cover topics such as: the history of the field, hazard risk management, an in depth analysis of natural and man-made disasters, development of incident management plans, critical infrastructure protection, and mitigation strategies. Students will also develop a deeper understanding of how natural and man-made hazards represent a threat to the security and stability of the nation and to develop critical thinking skills.

Credits: 3.00

**CMJ 270 Criminal Law**

This course involves the study of substantive and procedural criminal law including due process, probable cause, statutory and case law authorities governing criminal law and rules of criminal procedure. This course will also

provide a foundation for further work in the Criminal Justice field, and host an in-depth examination of the crimes committed by suspects, and actions taken by criminal justice professionals to deal with those crimes.

Credits: 3.00

**CMJ 280 Criminal Procedure**

This introductory course begins with first contact with the police, all the way through to appeal. We will discuss Search and Seizure; Interrogations, Confessions, and Identification Procedures; The Beginnings of Formal Proceedings; Trial, Conviction, and Beyond. This course presupposes no legal expertise, connects criminal procedure cases to the real world through innovative pedagogy, and encourages students through numerous decision making exercises to be critical thinkers by putting them in the position of judge.

Credits: 3.00

**CMJ 290 Criminal Justice Ethics -E**

This course will examine three major criminal justice related schools of thought (virtue, formalism, and utilitarianism) and emphasizes how ethics impact individual decision-making. We will engage in extensive critical-thinking exercises, explore Police ethics as interpreted in movies, books and television and raise ethical questions to assist students in developing ethical-reasoning skills.

Credits: 3.00

**CMJ 300 Independent Study**

This course is designed to allow the student to work independently on a research project, service learning, or literature review on a topic relevant to the field of criminal justice. Students work under the supervision of a faculty member and negotiate the individualized instruction and requirements with that faculty.

Credits: 3.00

**CMJ 310 Community Policing**

This course is about policing at its most important and challenging levels—in neighborhoods and communities across the nation and abroad. We will discuss community policing, problem solving, COPPS, control and prevention of crime, disorder and fear. We will also examine daily processes and tactics, how and why agencies are revolutionizing their traditional philosophy and operations, policing in an information age, and how the economy is impacting policing practices and new information concerning COPPs initiatives across the United States.

Credits: 3.00

**CMJ 320 Terrorism**

This course will examine the history and status of domestic and international terrorism. We will emphasize different regions of the world and the terrorist groups in each region. As well as examine terrorist events, groups, responses to terrorism, changes in terrorist strategies, and current and future trends.

Credits: 3.00

**CMJ 330 Crime Mapping**

In this course we will explore the theoretical and practical aspects of mapping for criminal justice purposes. Students will gain a solid understanding of the empirical realities of the spatial aspects of crime, uses of GIS, the geography of crime and practical instruction and exercises on how to use GIS to conduct crime mapping and spatial analysis.

Credits: 3.00

**CMJ 355 Criminal Investigations & Crime Scn**

This is an introductory course in the field of criminal investigation and crime scene processing. There are two related areas this course will explore. First, this course will examine some of the practical methods and overall considerations of processing a crime scene as well as other issues involved in the actual collection and preservation of evidence. The second area this course will explore is the area of criminal investigations and the methods, techniques and legal considerations involved in the overall criminal investigation process.

Credits: 3.00

**CMJ 370 Drugs and Crime in Society**

We will examine the major facts and issues concerning criminal justice and drug-taking behavior in America today. We will explore the social problems associated with drug use, abuse, drug control policy, the role of Law enforcement and the courts and the impact on society.

Credits: 3.00

**CMJ 380 Research Mthds in Criminal Justice**

In this course we will discuss contemporary research methods applied to criminal justice and criminology. We will demonstrate how research is relevant to the field and what tools are needed to actually conduct that research. We will examine qualitative research and quantitative research and discuss real-life examples and explain how to competently critique as well as create research-based knowledge. Prerequisite: CMJ180 and MAT114

Credits: 3.00

**CMJ 385 Digital Evidence and Forensic Investigations**

This course will examine digital forensics as it relates to both civil and criminal investigations. Topics include best practices in securing, processing, acquiring, examining and reporting on digital evidence as well as an examination of software programs such as Encase™, which is often used in digital investigations.

Credits: 3.00

**CMJ 390 Special Topics: Criminal Justice**

Focuses on critical issues in criminal justice. May encompass topics related to law, law enforcement, the courts, corrections, etc. Specific issues are determined by the instructor.

Credits: 3.00

**CMJ 400 Advanced Projects**

Special one-semester classes and seminars with varying subject matter designed for majors at the junior and senior level. The topic will be announced in the schedule of classes. May be taken three times for credit with change of topic. Requires permission of instructor and the division chair.

Credits: 3.00

**CMJ 425 Transportation and Cargo Security**

This course will cover all aspects of transportation security as it relates to air, maritime, railroad, trucking, mass transit, and pipeline security. We will discuss global threats, new technologies, the need for adequate transportation security and how to implement basic master security plans.

Credits: 3.00

**CMJ 440 Cybercrime and Information Warfare**

Issues addressed in this course include descriptions of the types of crimes and terrorist acts committed using computer technology, theories addressing hackers and other types of digital criminals, an overview of the legal strategies and tactics targeting this type of crime, and in-depth coverage of investigating and researching digital crime, digital terrorism, and information warfare. Additionally, upon completion of the course, students should find themselves better prepared for further study into the growing problems of crime, terrorism and information warfare being committed using computer technology.

Credits: 3.00

**CMJ 447 Information Security**

This purpose of this course is to introduce the student to the various ways in which individuals and corporations can secure their information resources. This course will cover physical and architectural methods as well as examine legal, ethical and privacy issues (national and international context) along with practical applications related to the development of effective information security measures intended to mitigate current and emerging threats and vulnerabilities.

Credits: 3.00

**CMJ 451 CMJ Internship I**

Field experience in criminal justice will be offered in this internship. Placements may include LETI, local & state police agencies, district attorney's offices and corporate security and safety departments. Prerequisite: Requires permission of the instructor and the division chair.

Credits: 3.00

**CMJ 452 CMJ Internship**

Field experience in criminal justice will be offered in this internship. Placements may include LETI, local & state police agencies, district attorney's offices and corporate security and safety departments. Prerequisite: Requires permission of the instructor and the division chair.

Credits: 6.00

**CMJ 480 Security Management**

This course will discuss the field of industrial/private security. We will explore security operations management, vulnerability assessments, physic security systems, disaster recovery, retail loss, investigations and workplace violence.

Credits: 3.00

**CMJ 490 Senior Seminar**

The purpose of this course is to summarize all the knowledge learned in prior courses as well as study some of the more advanced concepts that you will be using in the field. The course focus includes a review of current security and criminal justice issues/trends and how they influence 'Best Practices' in business, security and Criminal justice today. Prerequisite: CMJ380

Credits: 3.00

Communications

**COM 101                      Intro To Speech Communication -C**

Designed to introduce the student to the area of oral communication with exercise covering the various phases.

Credits: 3.00

**COM 105                      Voice & Diction -C**

Designed to train the speaking voice by means of supervised exercises and drills. The course also serves as an introduction to phonetics.

Credits: 3.00

**COM 110                      Beginning Media Writing**

An introduction to news writing with emphasis on style and content for print and electronic media.

Credits: 3.00

**COM 150                      Survey of Production Techniques**

Introduction to the functions, theories, materials and techniques of writing, performing and production for radio and television. Students write, perform and produce a variety of long and short form projects for radio and television.

Credits: 3.00

**COM 190                      Introduction to Mass Media**

An introductory course designed to familiarize the student with the field of mass communication, its influence, and universality. The course offers a survey of the print and electronic mass media and its impact on society.

Credits: 3.00

**COM 200                      Introductory Projects**

Credits: 3.00

**COM 203                      Interpersonal Communication**

This course examines communication in interpersonal relationships. There is a balance between theoretical and practical approaches.

Credits: 3.00

**COM 204                      Applied Leadership**

The class focuses on current leadership theories and styles. Students will be able to identify their own leadership style and how to apply that style to campus leadership positions. Introduction to Leadership will help students to identify their leadership styles and help current leaders polish their leadership skills.

Credits: 1.00

**COM 207                      Radio Broadcasting**

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Participation with KWWU staff. Students will work a weekly 1 hour radio show and attend staff meetings and lectures designed to enhance their skills. May be repeated for credit.

Credits: 1.00

### **COM 209                      Argumentation and Debate -T**

This course will acquaint student with several approaches to argument and debate. Students will learn both theoretical and practical approaches.

Credits: 3.00

### **COM 213                      Gender Communications**

In this course we will look closely at the ways gender is communicated within various cultural and institutional settings (how we come to know what it is to be a woman or a man), the multiple ways humans communicate within and across gender lines (how we express ourselves as gendered individuals and why we do it many different ways), and the relationships of the two.

Credits: 3.00

### **COM 214                      Sport Communication**

This course introduces students to the practical and scholarly domain of Sports Communication. We will examine contemporary issues related to communication, sport, and culture. The course will introduce students to the nuanced ways sport reflects and actively shapes culture and society. We will cover topics ranging from how sports organizations function through the integration of athletes, managers, and audiences through communication. Additionally, the course will address the changing shape of sports media institutions, fan identities, the politics of race, class, gender, and sexuality that are revealed and struggled over within sports cultural contexts. Finally, the course will explore how the sports industry has evolved and continues to grow as a cultural phenomenon.

Credits: 3.00

### **COM 220                      Logic and Persuasion -T**

This is a course of discovery. Though the analysis of a particular kind of communication - argumentation - we will attempt to reveal the means of persuasion available to those who wish to influence others.

Credits: 3.00

### **COM 221                      Contemporary Media Ethics -E**

Contemporary Media Ethics explores the following aspects of media decision-making: news, persuasion in advertising, persuasion and public relations, and entertainment. Student participation is required.

Credits: 3.00

### **COM 224                      Equine Production**

This hands-on digital video production course is designed for beginning level students. Students will be introduced to basic equipment, techniques, and theories of digital filmmaking. Students will gain a fundamental understanding of the pre-production, production, and post-production skills associated with digital filmmaking.

Credits: 3.00

### **COM 231                      Fundamentals of Film Making**

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This hands-on digital video production course is designed for beginning level filmmaking students. Focus will be on general techniques and technology of post-production and digital manipulation.

Credits: 3.00

### **COM 250 Ethics in Sexuality -E**

Ethics in sexuality is a course that explores all aspects of sexual decision-making. Students will study the biology and psychology of sexuality and explore a variety of sexual issues and topics. A constant focus will be maintained on prescribing individual ethical beliefs to sexual situations. Students participation is required.

Credits: 3.00

### **COM 251 Oral Interpretation of Literature**

Devoted to the theory, methods, and practice of oral communication through the mediums of prose and poetry, including selection and arrangement of suitable material.

Credits: 3.00

### **COM 300 Independent Study**

Develop monthly equestrian newsletter available in digital and print formats.

Credits: 3.00

### **COM 311 Visual Storytelling & Screenwriting**

This hands-on digital video production course is designed for intermediate level filmmaking students. Focus will be on shooting and storytelling techniques both in field and in studio. Prerequisites: COM 132 or COM 224 and recommended that students have taken or are currently enrolled in ENG215 Movies in America.

Credits: 3.00

### **COM 312 Screenplay Analysis and Treatment**

Students critically examine the basic tenets of success film screenwriting (character, plot, motif, theme, etc.) and the relationship between screenwriting and central aspects of film production (casting, acting, cinematography, storyboarding, etc.) as manifested in various narrative films, both contemporary and classic in origin. Prerequisite: ENG210 and COM231 (or concurrent enrollment in COM232)

Credits: 3.00

### **COM 316 Small Group Leadership**

Small Group Communication is designed to increase students' understanding of group dynamics, particularly in decision-making task groups. Traditional topics such as role negotiation, leadership, and decision processes will be explored, emphasizing the need for balance between socio-emotional and task dimensions.

Credits: 3.00

### **COM 320 Communication Theory**

This course examines communication theory on all levels. Students will gain an understanding of theory and how theoretical developments can be used in their academic and personal lives.

Credits: 3.00

**COM 330                      Communication Law**

Examines the legal background of the mass media. It focuses on specific laws affecting media operations and First Amendment rights with emphasis on Supreme Court decisions relating to political dissent, press freedom, prior restraint, libel, privacy, obscenity, advertising, copyright, contempt of court, and access to information.

Credits: 3.00

**COM 332                      Advanced Production & Cinematography**

This hands-on digital video production course is designed for intermediate-to-advanced level filmmaking students. Focus will be on advanced techniques and technology of post-production and digital manipulation. Prerequisites: COM232 and recommended that students have taken or are currently enrolled in ENG370 Screenplay.

Credits: 3.00

**COM 335                      Public Affairs Reporting**

A news reporting and writing course that focuses on media coverage of public policy, legal, and social issues and problems. Students will use reporting techniques to produce news stories for presentation to the general audience. Prerequisite: COM 110

Credits: 3.00

**COM 337                      Interactive Web Communication**

This course is an introduction to interactive social media: blogs, microblogs, networks, bookmarking, Wikis, and Web2.0/3.0. The students will get hands on experience and will research media usage, integration, traditional and contemporary marketing/PR campaigns with social media, and cultural assessments of social media. At the end of the course, the students will have knowledge of the most popular used forms of social media, a review of the "cutting edge" of social media, and a vision for keeping up with the evolving phenomenon Prerequisites: COM 110

Credits: 3.00

**COM 366                      Interdisciplinary Honors Studies**

The course allows students to focus on a narrow topic, examining it from two diverse academic disciplines. Topics will vary. (The course is open to honors program participants)

Credits: 3.00

**COM 373                      Announcing and Reporting I**

The development of disciplines controlling vocal and visual mechanics and interpretative performances for announcers, newscasters, interviewers, and narrators of various radio and television programming. Prerequisites: COM110

Credits: 3.00

**COM 383                      Announcing and Reporting II**

A continuation of COM373. This course continues to develop the student's ability to communicate effectively utilizing electronic media. Further development of the voice and an "on-air" persona together with further versatility in news and commercial delivery. (Course Fee) Prerequisite - COM373

Credits: 3.00



**COM 390**                      **COM Internship I**

Requires a minimum of 120 clock hours in an approved work situation. The student must submit a log documenting the work dates and times and describing the work activities according to at least three pre-approved objectives. In addition, the student will submit three essays describing and evaluating each of the following: the role of the on-site supervisor, the quality of the work environment, and the usefulness of extended internships. The student will also prepare a resume. Requires the permission of the division chair.

Credits: 3.00

**COM 400**                      **Advanced Projects**

Special one-semester classes and seminars with varying subject matter designed for majors at the junior and senior level. The topic will be announced in the schedule of classes. May be taken three times for credit with change of topic. Requires permission of instructor and the division chair.

Credits: 3.00

**COM 415**                      **Feature Writing & Magazine**

Exposes students to the creative process in news writing and teaches them to apply the structure of long-form writing using research and writing techniques. Students will produce articles suitable for publication in the feature section of newspapers or in general interest magazines.

Credits: 3.00

**COM 432**                      **Advanced Editing and Post Production**

In this advanced filmmaking class, students will produce their own short film. Students will work as artists and filmmakers exploring and developing visual imagery. Prerequisites: COM332 and recommended that students have taken or are currently enrolled in ENG327 Film Theory & criticism.

Credits: 3.00

**COM 434**                      **Visionary Leadership**

In this course, students will learn practical application for leadership theory. Students will practice creative leadership outside of class and improve their personal leadership skills. Prerequisites: COM316

Credits: 3.00

**COM 449**                      **Advanced Digital Video/Film Production**

A course for the advanced filmmaking, production and/or design student interested in the techniques and technology of the video post-production world and the digital manipulation of the moving image. Students will produce one short public service announcement and one longer form documentary using the MiniDV tape format, while learning advanced non-linear editing techniques with Final Cut Pro incorporating Adobe After Effects and digital multi-track audio sweetening with Audition and other tools. Prerequisites: COM349

Credits: 3.00

**COM 451**                      **COM Internship II**

Requires a minimum of 120 clock hours in an approved work situation. In addition to submitting a log of work activities with dates and times, the student will develop a complete portfolio illustrating internship activities and

outcomes, with brief explanatory texts. The student will also prepare a resume. Requires the permission of the division chair.

Credits: 3.00

**COM 452**                      **COM Internship III**

Requires a minimum of 240 clock hours in an approved work situation. In addition to submitting a log of work activities with dates and times, the student will submit a substantial essay according to a pre-approved outline that will describe the relationship or integrations of theory (curriculum) and practice (internship). The discussion of theory and practice should cover knowledge, methodology and value development. Requires permission of the division chair.

Credits: 6.00

**COM 499**                      **Senior Seminar**

This senior-level capstone course focuses on all aspects of professional journalism. Students will be assigned a variety of projects similar to those assigned in professional media outlets. In addition, students will prepare for the job market by perfecting portfolios, tapes, and other application materials. Prerequisite: COM330

Credits: 3.00

Cybersecurity Studies

**CSS 210**                      **Introduction to Cybersecurity**

This course will focus on the fundamental principles of information security management from a systems perspective. While other courses will provide the deep dive into specific areas of security, this course will serve as an exploration into the varying principles of systems-level information security management that are employed to achieve secure solutions.

Credits: 3.00

**CSS 300**                      **IS: Independent Study**

Students choosing to complete an independent study will work under the supervision of a faculty member. The independent study is designed to allow the student to work independently on a research project relevant to the field of criminal justice. Requires permission of the instructor and School Director.

Credits: 3.00

**CSS 310**                      **Cybersecurity Law & Ethics**

The laws and policies dealing with cybercrime, cyber warfare and privacy will be explored and analyzed. Ethics in cybersecurity will also be reviewed with a focus on international perspectives. Prerequisites: CSS 210 and MIS 250

Credits: 3.00

**CSS 324**                      **Cybersecurity & Internet Architecture**

The application, physical, link, and transport layers of the protocol stack are presented. Students will study technologies, processes and practices designed to protect networks, computers, programs, and data from attacks. Cybersecurity issues such as malware (worms, phishing, Trojans, and viruses) and other vulnerabilities will be presented. Prerequisites: CSS 210 and MIS 250

Credits: 3.00

**CSS 325 Cyber Attacks and Defenses**

The course provides students with insight on common cyber-attacks and the techniques for identifying, detecting and defending against cybersecurity threats. The course will cover firewalls, intrusion detection/prevention, authentication, ciphers, cryptography, etc. The course presents emerging technologies such as virtualization, Cloud computing, and multimedia protocols. This course also discusses critical infrastructures and how to protect them.

Prerequisites: CSS 210 and MIS 250

Credits: 3.00

**CSS 401 Encryption Techniques**

The course will provide a broad overview of the concepts, fundamental ideas, vocabulary, and literature central to the study and development of cryptography and cryptanalysis. This course will explore the historical development of cryptography, as well as methods used to defeat it. In addition, the course will cover the mathematical foundations of cryptography today, as well as some current uses of such cryptography, such as public key infrastructures, the Internet Key Exchange protocol, and more. Prerequisites: CSS210 and MIS250

Credits: 3.00

**CSS 410 Social Engineering**

This course provides students with the background and use of Social Engineering as a technique used to trick an individual into giving up sensitive information that can be used in a criminal activity. The course looks into what is targeted information, how e-mails, voice messages, or even in person visits masquerade as a legitimate, trusted source. Prerequisites: CSS 210 and MIS 250

Credits: 3.00

**CSS 420 Critical Infrastructures**

Critical infrastructures provide essential services that underpin our society. Whether physical or virtual, these infrastructures are vital to protect society, the economy and public health and safety. In this course, students will examine critical infrastructures identified by the Department of Homeland Security (DHS) as vital to the United States and explore ways to manage risk and enhance security in these areas. Prerequisites: CSS 210 and MIS 250

Credits: 3.00

**CSS 440 Cloud Security**

In this course, students will learn what Cloud Computing, storage is, and how to protect data and information stored via the Cloud. Prerequisites: CSS 210 and MIS 250

Credits: 3.00

**CSS 451 CSS Internship I**

Students choosing to complete an internship will be required to work for a minimum of 120 hours in an approved organization where they have the opportunity for hands-on experience of the theories and applications they have learned in the classroom. Requires permission of the instructor and the School Director.

Credits: 3.00

**CSS 452 CSS Internship II**

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Students choosing to complete an internship will be required to work for a minimum of 240 hours in an approved organization where they have the opportunity for hands-on experience of the theories and applications they have learned in the classroom. Requires permission of the instructor and the School Director.

Credits: 6.00

### **CSS 490                      Cybersecurity Capstone**

In this course, students are expected to synthesize and integrate the learning experiences acquired throughout the BS in Cybersecurity program. They will be expected to evaluate current and future topics relevant to this major. Prerequisites: Senior standing in the Cybersecurity program.

Credits: 3.00

## Economics

### **ECN 200                      Introductory Projects**

Special one-semester classes with varying subject matter. The topic of the course will be announced in the schedule of classes. May be taken three times for the credit with change of topic.

Credits: 3.00

### **ECN 251                      Macroeconomics -S**

This course is an introduction to the nature, method, and scope of economic analysis regarding the macroeconomic performance of nations. Indicators of a nation's macroeconomic performance include the economic growth rate, the tendency toward inflation, and the level of unemployment. This course introduces students to the process of monetary and fiscal policy, and also introduces students to each policy's impact on national economic performance. Students also are introduced to the nature of global trade and economic development.

Credits: 3.00

### **ECN 252                      Microeconomics -S**

This course introduces students to the principles and theories of microeconomics. The course stresses identification of fundamental economic concepts, essential forms of business organization, and introductory theory regarding exchange and price determination under various market conditions. Students additionally learn about distribution of income, the economics of agriculture and labor, and the role of government in business.

Credits: 3.00

### **ECN 325                      Money and Banking**

This course reinforces the knowledge base of macroeconomics and microeconomics. The course gives students a more in-depth coverage of topics first introduced in those courses, including industry structure, industry regulation, money, interest rates, inflation, the Federal Reserve System and monetary policy. This course offers a rigorous presentation of contemporary issues in money, banking and financial markets with use of both a textbook and outside readings. This course reinforces knowledge of five core principles of money, banking and finance which comprise the rationale of the system of payment and value. In reading, thinking and writing assignments, students must consider multiple points of view on both financial markets and financial institutions. Prerequisites: ECN 251 and ECN 252

Credits: 3.00

**ECN 366 Interdisciplinary Honors Studies**

The course allows students to focus on a narrow topic, examining it from two diverse academic disciplines. Topics will vary. (The course is open to honors program participants)

Credits: 3.00

**ECN 400 Advanced Projects**

Credits: 3.00

**ECN 421 Managerial Economics**

This course is the application of microeconomic theory to management problems. In microeconomic theory, profit maximization is simply assumed as a condition of firm behavior. In managerial economics, profit maximization is studied as a management behavioral objective – and as a goal which may or may not be achieved, despite the attempts of managers. Students will be able to differentiate between a variety of factors that affect a business concern. They will develop informed solutions by analyzing all of the economic factors that affect the production environment. Prerequisite: ECN251 or ECN252

Credits: 3.00

**Education**

**EDU 200 Introductory Projects**

Special one-semester classes and seminars with varying subject matter. The topic of the course will be announced in the schedule of classes. May be taken three times for credit with change of topic.

Credits: 3.00

**EDU 201 Multicultural Education**

This course addresses various aspects of multiculturalism and cultural diversity such as culture, race, ethnicity, gender, class, religion, language, age, and exceptionality. By examining these micro-cultures, students will understand and use this knowledge to meet individual student needs and address cultural differences effectively in the classroom. Concepts and strategies for teaching different cultural, racial, and ethnic groups, including English language learners, are included.

Credits: 3.00

**EDU 211 Educational Technology I**

The role of technology in the K-12 classroom and issues surrounding technology use are examined. Students incorporate technology use into projects presented to the class.

Credits: 3.00

**EDU 231 Exceptional Child**

A study of children with special needs who qualify for special education services. Topics include the history and legal basis of special education, the special education process, assessment and evaluation procedures, characteristics, and appropriate intervention strategies and teaching methods. Emphasis is placed on characteristics and teaching strategies for the following exceptionalities: learning disabilities, mental retardation, behavior/emotional disorders and giftedness.

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Credits: 3.00

### **EDU 250 Foundations of Education**

This course is a comprehensive overview of the foundations of education in the United States. It focuses on the development of educational institutions and ideas, social forces that have influenced them and current issues affecting educators. It specifically includes a survey of the policies, procedures, portfolios and certification examinations that are part of the Missouri educator certification process. The nine Missouri Teacher Standards will be integrated, and used as a guide, throughout the course.

Credits: 3.00

### **EDU 258 Cross Categorical Disabilities**

Instructional, classroom and student strategies involving mild/moderate cross categorical disabilities are provided. Readings, lectures, discussions and assignments focus on researched differentiated instruction. Prerequisite: EDU231

Credits: 3.00

### **EDU 261 Assessing Young Children**

Assessment inventories and intervention approaches that enable teachers to better identify and respond to the developmental and learning needs of young children are emphasized.

Credits: 2.00

### **EDU 281 Early Childhood Principles**

Early childhood principles and their implications on teaching children through the third grade are introduced. A philosophical framework for developmentally appropriate practice as an early childhood professional is examined. Includes sixteen hours of classroom experience in a preschool through third-grade setting.

Credits: 3.00

### **EDU 291 Beginning Clinical Experience**

Teacher candidates observe and participate in an assigned classroom for a minimum of 30 hours. They observe and become familiar with the classroom organization and management, curriculum, and the school's instructional program. They work with students in various groupings and observe and implement differentiation strategies.

Credits: 2.00

### **EDU 293 Pre-Student Teaching III**

Additional classroom observation and participation. May be taken instead of EDU 291 with permission of course instructor.

Credits: 1.00

### **EDU 300 Independent Study**

Individually directed study on a topic not covered by regular course offerings. Requires permission of the instructor and division chair.

Credits: 3.00

**EDU 301                      Family and Community Resources**

The importance of parental involvement in a child's education is stressed. Techniques for identifying community agencies and resources that support schools and families are examined.

Credits: 3.00

**EDU 311                      Middle School Philosophy and Organi**

Students will examine the history, philosophy, and rationale behind the middle school movement while they engage in coursework that promotes the middle school approach to education. The assignments provide experiences for blending theory and practice, observations and research with reflection, and resources necessary to effectively prepare teacher candidates for career in middle level education. The middle level performance-based standards focus directly on what middle level teachers should know and be able to do.

Credits: 3.00

**EDU 313                      Early Childhood Program Management**

Supervision techniques, planning environments and evaluation procedures for early childhood programs are explored. Federal, state and local legislation and regulations, and professional standards designed to promote healthy and safe practices for all children are surveyed.

Credits: 3.00

**EDU 314                      Middle School Curriculum & Instruct**

An online course which concentrates on the appropriate curriculum and instructional delivery for middle-level education. This course requires ten (10) hours of classroom observation and activities.

Credits: 3.00

**EDU 317                      Teaching Language Arts & Children's Literature**

Teacher candidates will study children's literature and the content areas of language arts. They will create a unit plan which consists of 4 language arts lessons which are literature-based. The course includes units on language development, children's literature, speaking, listening, spelling, grammar, punctuation, capitalization, penmanship, and interdisciplinary instruction.

Credits: 3.00

**EDU 318                      Teaching Social Studies in the Elementary/Middle Grades**

The focus of this course is on elementary social studies content knowledge and literacy, concepts, materials/resources, teaching strategies, methods, assessment of instruction, and using an integrated curriculum design for teaching elementary and middle grades students. Integration of the arts is included. Curricular guidelines and standards will follow the Missouri Learning Standards and national professional organizations such as the National Council for Social Studies

Credits: 3.00

**EDU 319                      Teaching Science in the Elementary/Middle Grades**

The focus of this course is on elementary science content knowledge and literacy, concepts, materials/resources, teaching strategies, methods, assessment of instruction, and using an integrated curriculum design for teaching elementary and middle grades students. Integration of the arts is included. Curricular guidelines and standards

will follow the Missouri Learning Standards and national professional organizations such as the National Science Teachers Association.

Credits: 3.00

**EDU 341 Teaching Mathematics**

This course is designed to provide undergraduate education students an opportunity to become familiar with selected content, appropriate instructional techniques, and materials for teaching mathematics in the K-8 classroom. The philosophy of teaching mathematics recommended by the National Council of Teachers of Mathematics Curriculum Standards, Common Core State Standards, and Assessment Standards will be emphasized. In addition, Department of Elementary and Secondary Education Subject-Specific Competencies for K-8 Mathematics Education will also be addressed.

Credits: 3.00

**EDU 351 Language Development**

Language and communication disorders of students with special needs are investigated. Topics include normal language acquisition, language development of exceptional children, language problems and deficits, implications of language disorders and delays for learning, assessment, instructional strategies, and treatment. Prerequisite: EDU231 and PSY226

Credits: 3.00

**EDU 353 Teaching Remedial Mathematics**

Teaching methods specific to remediation of special mathematics learning needs. Students will spend time in the schools assisting with the teaching of remedial mathematics. This course does not apply toward a major or minor in mathematics and does not apply toward the university's Common Studies program. (Course prerequisite EDU 341 may be taken concurrently with EDU 353.)

Credits: 3.00

**EDU 358 Teaching Cross Categorical Disabilities**

Study of learning patterns, educational diagnostic techniques and development of educational strategies and materials for use with children with cross-categorical disabilities. This course requires 16 hours of clinical experience in the schools. Prerequisites: EDU 231, 258

Credits: 3.00

**EDU 392 Reading & Wrtng in the Content Area**

This course addresses the special demands of content area reading and writing for both elementary and secondary students and encourages teachers in all content areas to reflect on their roles as literacy providers. An overview of the possible causes of reading difficulties and simple assessment procedures are discussed. Students will also learn teaching strategies for improved comprehension of content materials, study skills, and vocabulary.

Credits: 3.00

**EDU 393 Teaching Reading and Writing**

Students will understand curriculum and instructional planning of reading and writing in k-12 classrooms. Students will plan and differentiate lessons based on student needs. Instruction will focus on reading, writing and language acquisition in all grade levels. Students will work together and experience different expectations for pre-service



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teachers in collaborative groups. Throughout this course students will develop a better understanding of literacy development; phonics, fluency, vocabulary, and comprehension. Students will understand how to organize literacy instruction

Credits: 3.00

### **EDU 395 Intermediate Clinical Experience**

Teacher candidates observe and participate in various ways in an assigned classroom for a minimum of 30 hours. They become familiar with lesson planning, differentiation strategies, assessment techniques, and the analysis of demographic information. Teacher candidates work with students throughout this experience and plan and execute a lesson with the direction of the cooperating teacher. This lesson is delivered to the whole class, a small group, or an individual student. They then reflect on student learning as a result of this lesson. Prerequisite: EDU291 and Admittance to the Teacher Ed Program

Credits: 3.00

### **EDU 400 Advanced Project**

Special one-semester classes and seminars with varying subject matter designed for majors at the junior and senior level. The topic will be announced in the schedule of classes. May be taken three times for credit with change of topic. Requires permission of the instructor and division chair.

Credits: 3.00

### **EDU 411 Educational Technology II**

This course provides pre-service teachers the advanced skills necessary to help facilitate teaching and learning. Students will be able to continue to explore the use of multimedia, web2.0/3.0 tools in the teaching learning process. Prerequisite - EDU211 and EDU292

Credits: 3.00

### **EDU 415 Conferencing and Consultation**

Addresses parental rights and responsibilities in the education of their child with special needs. Topics include the evaluation process, eligibility requirements and determination, the individualized education plan (IEP), and parent involvement in all stages of their child's educational program.

Credits: 3.00

### **EDU 417 Practicum**

Includes reflection and limited instructional participation during thirty hours of observation in an infant/toddler classroom setting. Journal reflections and scheduled meetings with the course instructor are also included.

Credits: 1.00

### **EDU 420 Measurement and Evaluation**

Individual diagnostic procedures are studied, including informal and formal assessment, the interpretation of assessment results, and development of educational programs and instruction. Proficiency in assessment procedures and test administration are emphasized. Prerequisites: EDU395

Credits: 3.00

### **EDU 422 Measurement & Assessment in Educatn**

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This course provides an overview of the theory, concepts, and principles of measurement and assessment in education. The emphasis of this course will be on the application of principles, techniques, and procedures involving the construction and use of various forms of formal and informal assessments to enhance the instructional process. The course considers the use of student data, data analysis, and data-based decision-making to monitor student progress and improve student learning and instruction. Prerequisite: EDU 292, EDU392, a second 300 level major course, and Secondary Education major

Credits: 3.00

### **EDU 441 Student Centered Reading & Writing**

This is a field based course that covers instruction of language acquisition, phonics, fluency, comprehension and writing in a K-12 classroom. Students will observe a classroom during ELA instruction and tutor a student in reading and writing. Students will spend 12 hours intensively tutoring their assigned student, they will be assisted by collaborating during class meetings to better serve the student. The pre-service teacher will analyze reading and writing samples and assessments of their assigned student, they will then develop an appropriate lessons for language acquisition, phonics, vocabulary, and writing skills. Students will work intensively with students who have been assessed and need assistance to be at grade level in ELA instruction. Prerequisites: EDU395

Credits: 3.00

### **EDU 453 Classroom Management**

The nature of behavior problems in schools, including types, etiology, and management through educational and behavioral intervention procedures are addressed. Students are encouraged to take this course the semester before they do their student teaching. Prerequisite: EDU231 and EDU395 and EDU358

Credits: 3.00

### **EDU 460 Career/Vocational Education**

Learning characteristics, career/vocational opportunities, assessment of secondary students with mild to moderate disabilities are examined.

Credits: 2.00

### **EDU 490 Supervised Teaching (Elementary)**

Teacher candidates are assigned to a specific classroom for 14 weeks. Using a co-teaching model, teacher candidates will work with a certified teacher to implement all of the elements of teaching (MO Teacher Standards). These elements of teaching will be phased in gradually, while continuing to use both teachers in the classroom to improve student learning. The teacher candidate will become the lead teacher as the semester progresses and will be responsible for all elements of teaching for a minimum of 6 weeks, under the guidance of the certified teacher. Teacher candidates will complete the MoPTA during the student teaching semester and will be supervised by a qualified university supervisor. Prerequisite: EDU291 and EDU395 Corequisite: EDU 492

Credits: 9.00

### **EDU 492 Educational Seminar**

Teaching competence is strengthened through multiple means, including the examination of and reflection upon the students experiences during their supervised teaching placement. This is a writing intensive course that includes a community profile paper, reflection pieces and a culminating portfolio that documents performance standards. Class meetings occur before, during and after the student teaching experience. Prerequisite: EDU395 Corequisite: EDU 490 or EDU 493 or EDU 495 or EDU 499.

Credits: 3.00

**EDU 493 Supervised Teaching Special Education**

Teacher candidates are assigned to a specific special education classroom for 14 weeks. Using the co-teaching model, teacher candidates will work with a certified teacher to implement all elements of teaching (Missouri Teaching Standards). These elements of teaching will be phased in gradually, while continuing to use both teachers in the classroom to improve student learning. The teacher candidate will become the lead teacher as the semester progresses and will be responsible for all elements of teaching for a minimum of 6 weeks, under the guidance of the certified teacher. Teacher candidates will complete the MoPTA during the student teaching semester and will be supervised by a qualified university supervisor. (Special fee) Prerequisite: EDU292  
Corequisite: EDU 492

Credits: 9.00

**EDU 495 Supervised Teaching (Middle Level)**

Teacher candidates are assigned to a specific classroom for 14 weeks. Using a co-teaching model, teacher candidates will work with a certified teacher to implement all elements of the Missouri Teacher Standards. These elements be phased in gradually, while continuing to use both teachers in the classroom to improve student learning. The teacher candidate will become the lead teacher as the semester progresses and will be responsible for all elements of teaching for a minimum of 6 weeks, under the guidance of the certified teacher. Teacher candidates will complete the MoPTA during the semester and will be supervised by a University designee using the Missouri Educator Evaluation System. Prerequisite: EDU395 and EDU293 Corequisite: EDU 492

Credits: 9.00

**EDU 499 Supervised Teaching (Secondary)**

Teacher candidates are assigned to a specific classroom for 14 weeks. Using a co-teaching model, teacher candidates will work with a certified teacher to implement all elements of the Missouri Teacher Standards. These elements be phased in gradually, while continuing to use both teachers in the classroom to improve student learning. The teacher candidate will become the lead teacher as the semester progresses and will be responsible for all elements of teaching for a minimum of 6 weeks, under the guidance of the certified teacher. Teacher candidates will complete the MoPTA during the semester and will be supervised by a University designee using the Missouri Educator Evaluation System. Prerequisite: EDU395 and EDU293 Corequisite: EDU 492

Credits: 9.00

**Exercise Sci/Human Performance**

**EHP 201 Weight Control & Conditioning**

The course is designed so that the student may get an appreciation for the human body's response to strength and conditioning exercises, proper technique and safety will be emphasized. The course will include both lecture and laboratory experiences.

Credits: 3.00

**EHP 305 Anatomy and Physiology II**

An overview of the human body and how it functions. Emphasis will be placed on the internal organs and their functions, along with the cardiovascular, pulmonary, endocrine and nervous systems. Prerequisite - EXS205 or BIO313

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Credits: 3.00

### **EHP 310                      Advanced Human Nutrition**

Emphasize exercise metabolism and its role in nutrition. Prerequisite: EXS103

Credits: 3.00

### **EHP 315                      Exercise Technique and Prescription**

Exercise testing is an important skill performed by human performance professionals. In this course you will learn proper methods for exercise testing and how to keep clients safe in the process. In this course you will learn proper aerobic and anaerobic exercise techniques. After learning proper techniques you will learn how to prescribe exercise to varying populations. Prerequisite: EXS205 and EXS322

Credits: 3.00

### **EHP 390                      EHP Internship I**

Course requires a minimum of 120 clock hours in an approved work situation. The student must submit a log documenting the work dates and times and describing the work activities according to at least three pre-approved objectives. In addition, the student will submit three essays describing and evaluating each of the following: the role of the on-site supervisor, the quality of the work environment, and the usefulness of extended internship activities. The student will also prepare a resume. Requires permission of the instructors and the division chair.

Credits: 3.00

### **EHP 405                      Exercise Program Design**

Designing a safe and effective resistance and aerobic training program involves the consideration and manipulation of certain variables. In this course on program design you will learn to assess a client's current fitness status, exercise experience, and primary fitness goal. Prerequisite: EXS 205 (or BIO313) & EHP315

Credits: 3.00

### **EHP 451                      EHP Internship II**

Course requires a minimum of 120 clock hours in an approved work situation. In addition submitting a log of work activities with dates and times, the student will develop a complete portfolio documenting internship activities and outcomes, with brief explanatory texts. The student will also prepare a resume. Requires permission of the instructor and the division chair.

Credits: 3.00

### **EHP 452                      EHP Internship III**

This course requires a minimum of 240 clock hours in an approved work situation. In addition to submitting a log of work activities with dates and times, the student will submit a substantial essay according to a preapproved outline that will describe the relationship or integration of theory (curriculum) and practice (internship). The discussion of theory and practice should cover knowledge, methodology and value development. The student will also prepare a resume. Requires the permission of the instructors and the division chair.

Credits: 6.00

### **EHP 460                      Princ of Strength & Conditioning**

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This course is the capstone course for the Human Performance concentration. Research methods will be emphasized and becoming certified by the National Strength and Conditioning Association will also be a focal point of instruction. This course will help the strength and conditioning professional maximize the physical performance potential of the athlete without incurring injuries. This course utilizes the disciplines of anatomy, biochemistry, biomechanics, endocrinology, nutrition, exercise physiology, and sport psychology. Prerequisites: EHP 2XX, EXS 205, EXS 322 and EXS 321.

Credits: 3.00

### English

#### **ENG 099 Introduction to College Writing**

Students are introduced to the major types of college-level papers, along with an emphasis on mechanics, sentence structure, and paragraph organization. Composition is required, with special attention to clarity and conciseness. Required for all students with English ACT less than 19.

Credits: 3.00

#### **ENG 101 English Composition I - C**

Students learn to summarize and critique the ideas, theories, and arguments found in college level academic and non-academic articles. Basic research skills and critical thinking skills are also components of the course. Furthermore, the student will recognize the ways in which plagiarism may be prevented through appropriate and accurate documentation of source material. Prerequisite: English ACT 19-27 or ENG 099

Credits: 3.00

#### **ENG 102 English Composition II -C**

Students learn how to draft, revise, and edit multiple-source papers that have reflective analysis, sound argumentation, clear organization, well developed paragraphs, and correct sentences. Furthermore, students will recognize the ways in which plagiarism may be prevented through appropriate and accurate documentation of source material. Prerequisites: ENG101

Credits: 3.00

#### **ENG 200 Introductory Projects**

Special one-semester classes and seminars with varying subject matter. The topic of the course will be announced in the schedule of classes. May be taken three times for credit with change of topic.

Credits: 3.00

#### **ENG 201 World Masterpieces I -L**

An introduction to some of the masterpieces of world literature through the Renaissance. All works will be read in English. Writers who have been studied include Homer, Sophocles, Wang Wei, Murasaki Shikabu, Dante, Mirabai, and Cervantes. Prerequisite - ENG101

Credits: 3.00

#### **ENG 202 World Masterpieces II -L**

An introduction to some of the masterpieces of world literature since the Renaissance. All works will be read in English. Writers who have been studied include Voltaire, Goethe, Ibsen, Yukio Mishima, and Soyinka. Prerequisite - ENG101

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Credits: 3.00

### **ENG 205                      English Literature I -L**

A survey of English literature from Old English to the Romantic Period with emphasis on reading, interpretation, and criticism of representative works of major authors, including Chaucer, Shakespeare, Donne, Milton, Swift, and Johnson. Pre-requisite - ENG101

Credits: 3.00

### **ENG 206                      English Literature II -L**

A survey of English literature from the Romantic Period to the present with emphasis on reading, interpretation, and criticism of representative works of major authors, including Keats, Shelly, Wordsworth, Tennyson, Arnold, Yeats, Eliot, Joyce, and Woolf. Pre-requisite - ENG101

Credits: 3.00

### **ENG 210                      Introduction to Film Studies -L**

Students study the basic elements of film production and meaning, with particular attention paid to defining and interpreting various aesthetic, technological, social, psychological, and philosophical aspects of cinema.

Prerequisites - ENG 101

Credits: 3.00

### **ENG 215                      Film Genres -L**

Students identify and interpret the narrative, visual, and genre conventions of classical Hollywood style. Additionally, students identify and interpret the defining characteristics of the major American film genres.

Prerequisite – ENG101

Credits: 3.00

### **ENG 218                      Introduction to Creative Writing -L**

Creative Writing is considered from aesthetic and structural perspectives: students read and discuss contemporary writing in poetry, fiction, creative non-fiction, and/or drama; develop their expressive writing skills through writing assignments; discuss and evaluate concepts related to the aesthetic challenges writers face. Prerequisite - ENG101

Credits: 3.00

### **ENG 222                      Introduction to Rhetoric -L**

This course is an overview of rhetoric, defined as the art of persuasion. Students will evaluate persuasive messages, text and images, that people encounter daily. Prerequisite - ENG102

Credits: 3.00

### **ENG 226                      Young Adult Literature -L**

This course is an overview of young adult literature, defined as coming of age novels and literary expression. Young adult literature has, since the mid-1990's, come of age as literature – literature that welcomes artistic innovation, experimentation, and risk-taking. It includes the themes of good and evil, problem-solving, self-expression and artistic expression. It is steeped in imagery and metaphor. Students will evaluate character, plot, setting, and

theme while paying particular attention to context and sub-text. The context of culture and society will be explored.

Credits: 3.00

**ENG 234                      Shakespeare and the Devil -L**

Shakespeare and the Devil, is an honors course exploring the plays of William Shakespeare within a historical, cultural, and religious context. Specifically, the content of his plays is related to Elizabethan and early Jacobean perceptions of the Christian hell, Satan, and the nature of sins and punishment at the turn of the 16th Century. Special consideration is given to the way that religiosity in 16th Century England informs and influences Christian beliefs in today's world, and the extent to which Shakespeare's works reflect, critique, and anticipate mainstream religious values.

Credits: 3.00

**ENG 238                      American Literature I -L**

A survey of American literature to 1860 with emphasis on reading, interpretation, and criticism of representative works of major authors. Prerequisite - ENG101

Credits: 3.00

**ENG 239                      American Literature II-L**

A survey of American literature from 1860 to present with emphasis on reading, interpretation, and criticism of representative works of major authors. Prerequisite - ENG101

Credits: 3.00

**ENG 280                      Introduction to Literature -L**

Students are introduced to the major genres of literature (fiction, poetry, and drama), as well as their attendant forms, conventions, and contexts. Students are also introduced to techniques for interpreting, analyzing, and commenting on literature, using the vocabulary of literary studies. Prerequisites: ENG101

Credits: 3.00

**ENG 300                      Independent Study**

Individually directed study on a topic not covered by regular course offerings. Requires permission of the instructor and division chair.

Credits: 3.00

**ENG 301                      Grammar and Syntax**

A study of modern English grammar, usage, and sentence structure. Students will identify grammar and syntax structures and apply those principles to their own and others' writing. Prerequisite - ENG102

Credits: 3.00

**ENG 302                      Technical Writing**

A study of the fundamental principles of technical writing as a professional tool. This course aims to prepare specialists in various professional fields to write clearly and effectively on their subject of nonspecialist audiences. Includes practice writing feasibility studies, proposals, abstracts, instructions, correspondence, and other kinds of

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writing ordinarily required in professional careers. Junior or Senior standing recommended. Pre-requisite - ENG102

Credits: 3.00

### **ENG 308 Creative Writing**

Students will develop their skills as creative writers by completing writing assignments and crafting full length imaginative works. Workshops wherein each students work is critiqued by all members of the class are a major part of this class. \*Course may be repeated one time, for additional credit Prerequisite - ENG102

Credits: 3.00

### **ENG 316 Special Topics in Film**

Students investigate an assess specific genres, stylistic movements, historical periods, artistic developments, etc. in cinema. The specific topic focus changes each time the course is offered, and the course may be repeated for credit as long as the topic focus varies each time a student is enrolled. Prerequisite - ENG210

Credits: 3.00

### **ENG 319 History of the English Language**

A study of the origins, changes and reasons for changes in the grammar, sounds and vocabulary of English from the beginnings of the language to modern times. Prerequisite - ENG102

Credits: 3.00

### **ENG 327 Film Theory and Criticism**

Students investigate and assess major critical perspectives narrative cinema, from the journalistic approach to the ideological/theoretical approach. Students distinguish between film reviewing and film criticism and apply what they learn to their own analysis of specific works. Prerequisite - ENG102 and ENG210

Credits: 3.00

### **ENG 328 Theory and Criticism of Literature**

In this course, students will study the major schools of literary criticism, focusing on the formal (e.g. – deconstructive, reader-response, psychoanalytic) and the cultural (e.g. – Marxist, New Historicist, African-American, feminist) aspects of theory. Students will apply these theories to assigned works with recognized significance in the field. Students will write short responses to the theory and apply them. They will also undertake a major project where they undertake a fuller exploration of the two main approaches to theory (formal and cultural). Prerequisite - ENG280

Credits: 3.00

### **ENG 345 Grant Writing**

Students practice the activities and skills involved in the research and writing of grant proposals for corporations, nonprofit organizations, small businesses, and government agencies. Prerequisite - ENG102

Credits: 3.00

### **ENG 366 Interdisciplinary Honors Studies**



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The course allows students to focus on a narrow topic, examining it from two diverse academic disciplines. Topics will vary. (The course is open to honors program participants)

Credits: 3.00

### **ENG 373 Major Authors**

Major Authors is a semester long study of a single or small group of writers with a degree of attention not possible in a survey class. Students will read several works by the authors being considered, looking for connections between their work and the work of related authors. Authors studied in this class are selected on the basis of their significance to the development of English-language literatures and the high level of their accomplishment. Students will complete a written project of significant length focusing on one more of the authors studied that semester. Prerequisite: ENG102

Credits: 3.00

### **ENG 390 ENG Internship I**

Credits: 3.00

### **ENG 400 Advanced Projects**

Special one-semester classes and seminars with varying subject matter designed for majors at the junior and senior level. The topic will be announced in the schedule of classes. May be taken three times for credit with change of topic. Requires permission of the instructor and the division chair.

Credits: 3.00

### **ENG 406 Topics in Contemporary Writing**

Instructor and students will dig deeply into an aspect of writing. Published works will be read closely to learn what lessons they have for us, and they will be applied to student writing. Discussions, readings, and workshops will make better writers and better writing. Topics will vary. \*Course may be repeated one time, for additional credit. Pre-requisite - ENG102

Credits: 3.00

### **ENG 411 Rhetorical Analysis and Criticism**

We use language and other symbols to shape the world in which we live. Rhetorical theory and analysis encourages understanding of how those symbols function, and rhetorical criticism is the process through which we assess and analyze specific symbolic acts. This course will explore historic and current trends in rhetorical criticism and theory. Prerequisite - ENG222

Credits: 3.00

### **ENG 412 Compositn for Prospective Teachers**

This course combines frequent writing practice with discussions of rhetorical theories and strategies for teaching writing. Students will examine how linguistic and rhetorical theories apply to the teaching of writing and how teachers may evaluate student writing constructively. The course also provides information about professional resources and ways to design effective writing courses, assignments, and instructional materials. Several writing assignments give students firsthand experience with instructional techniques; a term project permits students to design a writing course, examine professional issues, or conduct original research. Prerequisite - ENG102

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Credits: 3.00

### **ENG 414                      Shakespeare**

A study of Shakespeare's comedies, tragedies, and histories, and of his cultural background. Prerequisites - ENG102

Credits: 3.00

### **ENG 418                      Methods of Teaching**

A theoretical and practical study of the teaching of English at the secondary level. Not creditable toward the English major or minor.

Credits: 3.00

### **ENG 440                      Senior Seminar**

Students design and create capstone projects and portfolios for the undergraduate English major, in which the program core objectives are synthesized and applied. Prerequisites - ENG102 and Senior Standing

Credits: 3.00

### **ENG 451                      ENG Internship II**

Requires a minimum of 120 clock hours in an approved work situation. In addition to submitting a log of work activities with dates and times, the student will develop a complete portfolio illustrating internship activities and outcomes, with brief explanatory texts. The student will also prepare a resume. Requires the permission of the division chair.

Credits: 3.00

## Equestrian Administration

### **EQA 200                      Introductory Projects**

Special one-semester classes and seminars with varying subject matter. The topic of the course will be announced in the schedule of classes. May be taken three times for credit with changes of topic.

Credits: 3.00

### **EQA 300                      Independent Study**

Individually directed study on a topic not covered by regular course offerings. Requires permission of the instructor and the department chair.

Credits: 3.00

### **EQA 305                      Techniques of Facility Management**

This course will look at the daily operation, methodology and practice of equine facility management. It will introduce the student to how equine facilities are organized, how they operate and give the student hands-on experience in these areas. Topics related to the equine facility operations will be covered. This course will introduce the student to developing the techniques, working skills and habits of a professional equestrian. Managerial positions require the individual to be a self starter, to have the self discipline to establish and maintain their own work schedule and the perseverance to see the job to its completion. Those skills will be practiced in this class. (Prerequisite: Junior standing or permission of the instructor)

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Credits: 4.00

### **EQA 320                      Equine Event Management**

A theoretical and practical approach to managing horse shows, clinics, equine expositions, or events. Students obtain applied experience managing campus horse shows and clinics during the semester. Prerequisite: Junior or Senior Standing

Credits: 3.00

### **EQA 390                      Internship I**

Requires a minimum of 120 clock hours in an approved work situation. The student must submit a log documenting the work dates and times and describing the work activities as they relate to the objectives of the EQA major. In addition, the student will submit three reflective essays that address the student's goals as they begin the internship, their evaluation of their experience at the midway point of the internship, and a final essay reflecting on their experience. Requires the permission of the division chair.

Credits: 3.00

### **EQA 400                      Advanced Projects**

Special one-semester classes and seminars with varying subject matter designed for majors at the junior and senior level. The topic will be announced in the schedule of classes. May be taken three times for credit with change of topic. Requires the permission of the instructor and the division chair.

Credits: 3.00

### **EQA 420                      Equine Administration Seminar**

EQA Seminar is intended to further the students understanding of the mechanics of the running of an equestrian facility. There are two components to this course. The seminar component will be a discussion group that will focus on the practical aspects of accomplishing the course goals for the semester. The practical component will be supervising the EQA 3305 Techniques of Facility Management class students, and oversight of several areas of the facility and its operation. Students will also complete the EQA portfolio while enrolled in this course. Prerequisite: EQA305, Senior standing and Successful completion of the EQGS Proficiency Examination

Credits: 2.00

### **EQA 451                      Internship II**

Requires a minimum of 120 clock hours in an approved work situation. The student must submit a log documenting the work dates and times and describing the work activities as they relate to the objectives of the EQA major. In addition, the student will submit five reflective essays that address the student's goals as they begin the internship, their evaluation of their experience at the midway point of the internship, a final essays reflecting on their experience, their greatest strengths during the internship and finally their greatest weaknesses during the internship.

Credits: 3.00

### **EQA 452                      Internship III**

Requires a minimum of 240 clock hours in an approved work situation. The student must submit a log documenting the work dates and times and describing the work activities as they relate to the objectives of the EQA major. In addition, the student will submit five reflective essays that address the student's goals as they begin

the internship, their evaluation of their experience at the midway point of the internship, a final essay reflecting on their experience, their greatest strengths during the internship and finally their greatest weaknesses during the internship. Students will submit a presentation detailing their experience upon completing the internship. Students are required to present their experience either in a LEAD event format, or as a class presentation or club presentation. Prerequisites: Permission of the division chair

Credits: 6.00

## Equestrian Riding

### **EQR 101                      Fundamentals Of Horsemanship**

This course is designed for the incoming student who aspires to major in EQS or EQA but who has very limited riding experience. Concepts to be covered include correctly catching and haltering the horse, proper grooming and cooling out, tacking up for Western and English seats, mounting and dismounting, proper aids for halt, walk, trot, lope/canter, back, posting, diagonals, leads at the lope/canter, using neck and direct reining, general horse safety and ring etiquette. Required Riding fee

Credits: 1.00

### **EQR 111                      Introduction to Forward Seat**

This course is designed for the rider who is new to riding forward seat hunt. It covers basics of riding class protocol in the barn as well as the ring, extensive attention will be paid to fundamentals of position, control on the flat at walk, trot and canter, and important safety procedures leading to position and control over poles. This course may be repeated for credit. (Riding fee)

Credits: 1.00

### **EQR 112                      Introduction to Saddle Seat**

This course is designed for the rider who is new to riding Saddle Seat. It covers basics of riding class protocol in the barn as well as the ring. Extensive attention will be paid to fundamentals of position control at the walk, trot, and canter leading up to 5-Gaited riding. This class may be repeated for credit.

Credits: 1.00

### **EQR 120                      Fundamentals of Dressage**

The fundamental principles of dressage are addressed in the applied course and are geared toward developing good sport, enjoyment, and safety. Topics include preparing both the rider and horse in basic training, the training center, use and care of dressage equipment, work on the lunge and rider position. This course may be repeated for credit. (Riding fee)

Credits: 1.00

### **EQR 121                      Fundamentals of Hunt Seat**

This course covers the basics of riding the hunter type horse. Topics include type and fit of equipment, proper grooming and riding class protocol in the barn as well as the ring, the fundamentals of position, control on the flat and over small fences, and important safety procedures. This course may be repeated for credit. Required Riding fee

Credits: 1.00

### **EQR 122                      Fundamentals of Saddle Seat**

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This course covers the basics of riding saddle seat. Topics include the type and fit of equipment, proper grooming and cooling out procedures, riding class protocol in the barn as well as in the ring, and the fundamentals of position and control. Students will be introduced to gaited work. This course can be repeated for credit. (Riding fee)

Credits: 1.00

### **EQR 125                      Fundamentals of Western Seat**

This course covers basic western equitation as well as fundamental warm-up techniques, training methods and show ring strategies for western riders and western horses. In addition, students will have the opportunity to explore riding and training a variety of breeds used in western disciplines. This course may be repeated for credit. Required Riding fee

Credits: 1.00

### **EQR 200                      Introductory Project**

Credits: 1.00

### **EQR 214                      Longlining & Driving**

An introductory applied course in the methods of long lining and jogging a horse for basic exercise and driving of the light horse in the show ring. Prerequisite: Any applied riding class. (Riding fee)

Credits: 1.00

### **EQR 220                      Intermediate Dressage**

This applied course is a continuation of work on rider position with an emphasis on coordination of the aids. Basic schooling exercises and dressage movements are introduced emphasizing horse and rider fitness and the development of the impulsion gained through rhythm, relaxation, and tempo. This course may be repeated for credit. (Riding fee)

Credits: 1.00

### **EQR 221                      Intermediate Hunt Seat**

Training of the show hunter, additional school figures, suppling exercises, longitudinal work, lateral work, solving special jumping problems, and riding and showing the hunter over indoor and outdoor courses. This course may be repeated for credit. (Riding fee)

Credits: 1.00

### **EQR 222                      Intermediate Saddle Seat**

This course provides for further development of all fundamental skills and introduces the student to the principles of showing saddle seat and the breeds of horses that emphasize this style of riding. Requirements for both performance and equitation classes will be covered. Ring figures, ring generalship, and the use of both artificial and natural aids will be addressed. This course may be repeated for credit. (Riding fee)

Credits: 1.00

### **EQR 225                      Intermediate Western**

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This course covers horsemanship, specific event warm-up techniques, training methods and show ring strategies for western riders and western horses. In addition, students will have the opportunity to explore riding and training a variety of breeds used in western disciplines. Students will be provided with opportunities to practice and refine training techniques on young, green, and finished western horses. This course may be repeated for credit. Required Riding fee

Credits: 1.00

### **EQR 226 Hunter Under Saddle**

This applied riding course will cover instruction in "breed Show" hunter. This is different than forward seat hunt seat. Students will learn to effectively ride stock and saddle type hunters in rail and equitation classes. Emphasis will be placed on learning to show the horse to the best advantage in these classes. Skills such as head set and adjusting gait will be enhanced. Rules for the various governing breed associations will be covered pertaining to this event.

Credits: 1.00

### **EQR 320 Intermediate/Advanced Dressage**

The objective of this course is to develop the rider's kinesthetic awareness and ability to supple the horse with a goal of acceptance and contact with the bit. Riders in this class will be required to participate in at least one show on campus during the semester. This course can be repeated for credit. (Riding fee)

Credits: 1.00

### **EQR 321 Intermediate/Advanced Hunt Seat**

This course provides for further development of all fundamental through introductory knowledge and skills and introduces the philosophy of the hunter ride, hunter/equitation rules and protocol, analyzing course design, gymnastics, bending lines to jumps, rollbacks to jumps, and showing in both hunter and equitation classes over indoor and outdoor courses. This course may be repeated for credit. (Riding Fee)

Credits: 1.00

### **EQR 322 Intermediate/Advanced Saddle Seat**

This course provides for further development of all fundamental through introductory knowledge and skills. Refinement of the rider's use of aids, more complex ring figures, and techniques of obtaining the horse's headset and collection will be accomplished. This course may be repeated for credit. (Riding fee)

Credits: 1.00

### **EQR 325 Intermediate/Advanced Western Seat**

This course covers intermediate advanced horsemanship, specific event warm-up techniques, advanced training methods and show ring strategies for western riders and western horses. In addition, students will have the opportunity to explore riding and training a variety of breeds used in western disciplines. Students will be provided with opportunities to practice and refine training techniques on young, green, and finished western horses and address retraining the older or ring sour horses. This course may be repeated for credit. Required Riding fee

Credits: 1.00

### **EQR 327 Intermediate Jumper**

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This course provides for further development of all fundamental through introductory knowledge and skills and introduces the philosophy of the jumper ride, jumper rules, jumper gymnastics, rollbacks to jumps, jumping angles, jumping at speed, and showing jumpers over small indoor and outdoor courses. This course may be repeated for credit. (Riding fee)

Credits: 1.00

### **EQR 400                      Advanced Projects**

Special one-semester classes and seminars with varying subject matter designed for majors at the junior and senior level. The topic will be announced in the schedule of classes. May be taken three times for credit with change of topic. Requires permission of the instructor and division chairperson.

Credits: 1.00

### **EQR 420                      Advanced Dressage**

This course emphasizes the applied progression of a detailed and systematic approach to the training of both rider and horse in dressage. Topics include an emphasis on riding and training issues related to individual rider/horse goals. Cavaletti work, gymnastic exercises, and school figures are stressed as students develop an advanced independent seat and hand witnessed by the applied abilities to create soft, supple, straight, forward, and engaged movement. Riders in this class will be required to participate in at least one show on campus during the semester. This course may be repeated for credit. (Riding fee)

Credits: 1.00

### **EQR 421                      Advanced Hunt Seat**

This course provides for further development of all fundamental through intermediate knowledge and skill, and introduces the use of specialized equipment, additional school figures, additional suppling exercises, additional longitudinal exercises, additional lateral work, riding green or problem horses, the gymnastic of the hunter ride, and showing over bigger indoor and outdoor courses. This course may be repeated for credit. (Riding fee)

Credits: 1.00

### **EQR 422                      Advanced Saddle Seat**

This course provides for further development of all fundamental through intermediate skills and introduces the rider to advanced show ring techniques. Riders will have the opportunity to master more difficult horses. This course may be repeated for credit. Required Riding fee

Credits: 1.00

### **EQR 425                      Advanced Western**

This course covers advanced horsemanship, specific event warm-up techniques, advanced training methods and show ring strategies for western riders and western horses. In addition, students will have the opportunity to explore riding and training a variety of breeds used in western disciplines. Students will be engaged in training young, green horses and retraining problem horses within the western string as well as addressing specific challenges with young, green and finished horses. Required Riding fee

Credits: 1.00

### **EQR 427                      Advanced Jumper**

This course provides for further development of all fundamental through intermediate knowledge and skills and introduces the use of specialized equipment, additional school figures, additional suppling exercises, additional longitudinal exercises, additional lateral work, riding green or problem horses, the gymnastics of the jumper ride, walking and analyzing jumper courses, riding the parallel approach, and showing over bigger indoor and outdoor courses. This course may be repeated for credit. Required Riding fee

Credits: 1.00

## Equestrian Science

### **EQS 200                      Introductory Projects**

Special one-semester classes and seminars with varying subject matter. The topic of the course will be announced in the schedule of classes. May be taken three times for credit with change of topic.

Credits: 2.00

### **EQS 205                      Survey of Saddle Seat Training Meth**

This course will cover the training methodologies of several Missouri saddle horse trainers. Students will have the opportunity to visit nearby training barns and observe the training methods for themselves. It will be a comparative study of each trainer's approach to preparing a horse for the show ring. Students will also learn about techniques used by trainers throughout the United States by reading the most recent magazine articles.

Credits: 1.00

### **EQS 208                      Survey of Groundwork Techniques**

Students will learn groundwork theories from popular "Natural Horsemanship" trainers in the lecture/video portion of the class, they will then go to the arena and practice these techniques on horses in the lab. Corequisite: EQS209

Credits: 2.00

### **EQS 209                      Survey of Groundwork Technqs Lb**

Students will learn groundwork theories from popular "Natural Horsemanship" trainers in the lecture/video portion of the class, they will then go to the arena and practice these techniques on horses in the lab.

Credits: 0.00

### **EQS 212                      Theory of Teaching Techniques I**

An introduction to applied riding instruction. Prerequisites: EQU 111 and EQU 118 or permission of instructor

Credits: 3.00

### **EQS 230                      Teaching Techniques II-Dressage**

This course offers a practical teaching approach assisting an instructor with an applied riding class. Observing class management and teaching skills, as well as riding student and peer teaching assessment will be practiced. Students will meet at the scheduled course time with all teaching techniques students in their discipline and will also serve as a teaching assistant for one applied riding course. Prerequisite: EQS212, PED 104 and current Red Cross or American Heart Association Adult First aid and CPR certification

Credits: 1.00



**EQS 231 Teaching Techniques II-Hunter/Jumpr**

This course offers a practical teaching approach assisting an instructor with an applied riding class. Observation, class management and teaching skills, as well as riding student and peer teaching assessment will be practiced. Students will meet at the scheduled course time with all teaching techniques students in their discipline and will also serve as a teaching assistant for one applied riding course. Prerequisite: EQS212, PED 104 and current Red Cross or American Heart Association Adult First aid and CPR certification

Credits: 1.00

**EQS 232 Teaching Techniques II-Saddle Seat**

This course offers a practical teaching approach assisting an instructor with an applied riding class. Observing class management and teaching skills, as well as riding student and peer teaching assessment will be practiced. Students will meet at the scheduled course time with all teaching techniques students in their discipline and will also serve as a teaching assistant for one applied riding course. Prerequisite:EQS212, PED 104 and current Red Cross or American Heart Association Adult First aid and CPR certification

Credits: 1.00

**EQS 235 Teaching Techniques II-Western**

This course offers a practical teaching approach assisting an instructor with an applied riding class. Observing class management and teaching skills, as well as riding student and peer teaching assessment will be practiced. Students will meet at the scheduled course time with all teaching techniques students in their discipline and will also serve as a teaching assistant for one applied riding course. Prerequisite: EQS212, PED 104 and current Red Cross or American Heart Association Adult First aid and CPR certification

Credits: 1.00

**EQS 300 Independent Study**

Individually directed study on a topic not covered by regular course offerings. Requires permission of the instructor and the division chair.

Credits: 3.00

**EQS 304 Theory Equine Behav & Train Methods**

This course will provide the student with a survey of equine behavior and training techniques through videos, research and required reading. The physical and mental processes that contribute to equine behavior will be covered. A variety of methods of working with the foal, haltering, leading, early handling procedures, longeing, long lining biting and backing the colt will be covered. Prerequisite: Junior/Senior standing or permission of instructor

Credits: 3.00

**EQS 306 Practical Equine Anatomy & Conditng**

This course primarily focuses on the horse's musculoskeletal system or "the anatomy of movement," although other important points of equine anatomy will be examined. Conditioning programs for these anatomical systems will be studied and integrated in the development of conditioning programs applicable to various performance horses and their specific needs. Digestive physiology and the development of appropriate feeding programs for the modern performance horse will be covered. Overview of proper farrier methods for all horses will be reviewed

while the applicable variations of shoeing in the different performance disciplines will be studied. Prerequisite - EQU111 (or EQU 112) and EQU 118

Credits: 3.00

**EQS 311 Tack Construction & Repair**

The student will learn basic techniques of the construction and the repair of tack.

Credits: 1.00

**EQS 320 Origins of Modern Riding**

This course will explore the horse/human relationship from prehistory through modern times and how that relationship has evolved. The development of modern riding will be explored through equestrian literature and artwork.

Credits: 3.00

**EQS 327 Applied Groundwork**

Students will work one on one with younger horses which have had little or no prior training. Hands on course including round pen, long lining/ground driving, introduction of grooming, tack, desensitizing to prepare horse to be ridden. This course may be repeated for credit.

Credits: 2.00

**EQS 328 Equine Evaluation**

This course addresses breed/type specifics and form to function in relation to movement and performance requisites. Students will compare and contrast principles of ideal conformation, temperament, serviceability, movement and competitive ability. Prerequisite: EQS 201 or EQS306

Credits: 3.00

**EQS 330 Dressage Issues**

This course addresses a wide range of topics geared to developing the student's knowledge as it relates to the history, breeding, and selection of the dressage horse. The progressive training scale and development of both national and international issues as they relate to competition and governing associations which address local, regional, national, and Olympic goals will be considered.

Credits: 2.00

**EQS 331 Hunter/Jumper Issues**

This course is designed to give the student a better understanding of the theories of riding hunt seat and important issues the hunter jumper industry faces today. The course will cover a brief history of hunt in the U.S., theories of riding and training, USEF rules, bits and equipment, shoeing, suitability of horses to the intended use, course design, judging hunters and jumpers, jumping mechanics, and problem solving for the hunters and jumpers.

Credits: 2.00

**EQS 332 Saddle Seat Issues**

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Current issues in riding and showing saddle seat and the breeds of horses that emphasize this style of riding. Topics will include the theories and systems of riding, training theories as they apply to riding, the recent history of the seat and show ring rules and strategies.

Credits: 2.00

### **EQS 333                      History of Breeds and Bloodlines**

A historical survey course on the development of the world's horse breeds with emphasis on breeds developed in the United States. Course topics include horse evolution, domestication, the emergence of specific horse "types" leading to actual breeds and the influence that the horse has had on all aspects of human culture. A multifaceted research project of the student's choice will be required.

Credits: 3.00

### **EQS 335                      Western Issues**

This class explores current issues and debates within the western horse industry. Various training methods and future trends are discussed. Aspects of the industry will be covered through research and lecture and students will utilize a variety of learning methods including, case studies, presentations, essays and a major research project.

Credits: 2.00

### **EQS 340                      Teaching Techniques III-Dressage**

A practical teaching class which continues the development of applied teaching skills. Assistance with an applied riding class will occur. Observation, class management, teaching skills, and riding student and peer teaching assessment will be practiced. Students will meet at the scheduled course time with all teaching techniques students in their discipline and will also serve as a teaching assistant for one applied riding course. Prerequisites: Any Teaching Techniques II and PED104 (must pass & receive Adult First aid and CPR certification)

Credits: 2.00

### **EQS 341                      Teaching Techniques III-Hunter/Jump**

A practical teaching class which continues the development of applied teaching skills. Assistance with an applied riding class will occur. Observation, class management, teaching skills, and riding student and peer teaching assessment will be practiced. Students will meet at the scheduled course time with all teaching techniques students in their discipline and will also serve as a teaching assistant for one applied riding course. Prerequisites: Any Teaching Techniques II and PED104 (must pass & receive Adult First aid and CPR certification)

Credits: 2.00

### **EQS 342                      Teaching Techniques III-Saddle Seat**

A practical teaching class which continues the development of applied teaching skills. Assistance with an applied riding class will occur. Observation, class management, teaching skills, and riding student and peer teaching assessment will be practiced. Students will meet at the scheduled course time with all teaching techniques students in their discipline and will also serve as a teaching assistant for one applied riding course. Prerequisites: Any Teaching Techniques II and PED104 (must pass & receive Adult First aid and CPR certification)

Credits: 2.00

### **EQS 345                      Teaching Techniques III-Western**

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A practical teaching class which continues the development of applied teaching skills. Assistance with an applied riding class will occur. Observation, class management, teaching skills, riding student and peer teaching assessment will be practiced. Students will meet at the scheduled course time with all teaching techniques students in their discipline and will also serve as a teaching assistant for one applied riding course. Prerequisites: Any Teaching Techniques II and PED104 (must pass & receive Adult First aid and CPR certification)

Credits: 2.00

### **EQS 351 Teaching Techniques IV-Dressage**

A practical teaching course that continues the development of applied teaching skills. Assistance with an applied riding class will occur. Observation, class management, teaching skills, and riding student and peer teaching assessment will be practiced. Students will meet at the scheduled course time with all teaching techniques students in their discipline and will also serve as a teaching assistant for one applied riding course. Prerequisites: Any Teaching Techniques III and PED104 (must pass & receive Adult First aid and CPR certification)

Credits: 2.00

### **EQS 352 Teaching Techniques IV-Hunter/Jumpr**

A practical teaching course that continues the development of applied teaching skills. Assistance with an applied riding class will occur. Observation, class management, teaching skills, and riding student and peer teaching assessment will be practiced. Students will meet at the scheduled course time with all teaching techniques students in their discipline and will also serve as a teaching assistant for one applied riding course. Prerequisites: Any Teaching Techniques III and PED104 (must pass & receive Adult First aid and CPR certification)

Credits: 2.00

### **EQS 353 Teaching Techniques IV-Saddle Seat**

A practical teaching course that continues the development of applied teaching skills. Assistance with an applied riding class will occur. Observation, class management, teaching skills, and riding student and peer teaching assessment will be practiced. Students will meet at the scheduled course time with all teaching techniques students in their discipline and will also serve as a teaching assistant for one applied riding course. Prerequisites: Any Teaching Techniques III and PED104 (must pass & receive Adult First aid and CPR certification)

Credits: 2.00

### **EQS 355 Teaching Techniques IV-Western**

A practical teaching course that continues the development of applied teaching skills. Assistance with an applied riding class will occur. Observation, class management, teaching skills, and riding student and peer teaching assessment will be practiced. Students will meet at the scheduled course time with all teaching techniques students in their discipline and will also serve as a teaching assistant for one applied riding course. Prerequisites: Any Teaching Techniques III and PED104 (must pass & receive Adult First aid and CPR certification)

Credits: 2.00

### **EQS 376 Equine Anatomy and Physiology**

This course is designed to develop an understanding of equine anatomy and physiology. Special attention will be given to the field of exercise physiology as it relates to the equine athlete. Students in this course will investigate the structure and function of the equine musculoskeletal, cardiovascular, respiratory, digestive, nervous and endocrine systems. Equine specific adaptations will be emphasized throughout the course. Prerequisites: EQS306 or (EQU117, EQU118, BIO124/125 and CHM124/125)

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Credits: 3.00

### **EQS 390 Internship I**

Requires a minimum of 120 clock hours in an approved work situation. The student must submit a log documenting the work dates and times and describing the work activities as they relate to the objectives of the EQS major. In addition, the student will submit three reflective essays that address the student's goals as they begin the internship, their evaluation of their experience at the midway point of the internship, and a final essay reflecting on their experience. Requires permission of the division chair.

Credits: 3.00

### **EQS 400 Advanced Projects**

Special one-semester classes and seminars with varying subject matter designed for majors at the junior and senior level. The topic will be announced in the schedule of classes. May be taken three times for credit with change of topic. Requires permission of the instructor and division chairperson.

Credits: 3.00

### **EQS 404 Veterinary Medicine & Reproduction**

This course is an advanced study of equine veterinary topics. Open only to students with senior standing. Prerequisites: EQU117, EQS 306 and Senior Standing

Credits: 3.00

### **EQS 411 Teaching Techniques Seminar**

This capstone course will explore the logistics of teaching and managing lessons and a lesson program. Students will complete the required EQS portfolio while they are enrolled in this course. Students will meet at the scheduled course time with all seminar teaching techniques students and will also serve as a teaching assistant for one applied riding course. Prerequisites: Successful completion of the Equestrian Science Proficiency Examination, any Teaching Techniques IV, PED104 (must pass & receive Adult First aid and CPR certification) and senior status

Credits: 2.00

### **EQS 412 Advanced Teaching Practicum**

This course will provide opportunities for further development of teaching skills through observation of teaching methods and practical teaching experience. May be repeated once for credit. Prerequisites: Teaching Tech IV any discipline

Credits: 2.00

### **EQS 416 Veterinary Techniques Practicum**

Students will explore a variety of veterinary techniques used to manage performance horses as well as routine health management in the classroom and lab setting. Emergency care and treatment will be addressed as well as aftercare. Concurrent enrollment in the Veterinary Techniques Lab is required. Prerequisite: EQS306 and EQU391 Corequisite: EQS 417 Veterinary Techniques Practicum Lab

Credits: 3.00

### **EQS 417 Veterinary Techniques Practicum Lab**

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Students will explore a variety of veterinary techniques used to manage performance horses as well as routine health management in the lab setting. Emergency care and treatment will be addressed as well as aftercare.

Prerequisite: EQS306 and EQU391 Corequisite: EQS 416 Veterinary Techniques Practicum

Credits: 0.00

### **EQS 451 Internship II**

Requires a minimum of 120 clock hours in an approved work situation. The student must submit a log documenting the work dates and times and describing the work activities as they relate to the objectives of the EQS major. In addition, the student will submit five reflective essays that address the student's goals as they begin the internship, their evaluation of their experience at the midway point of the internship, a final essay reflecting on their experience, their greatest strengths during the internship and finally their greatest weaknesses during the internship. Prerequisites: Requires permission of Division Chair

Credits: 3.00

### **EQS 452 Internship III**

Requires a minimum of 240 clock hours in an approved work situation. The student must submit a log documenting the work dates and times and describing the work activities as they relate to the objectives of the EQS major. In addition, the student will submit five reflective essays that address the student's goals as they begin the internship, their evaluation of their experience at the midway point of the internship, a final essay reflecting on their experience, their greatest strengths during the internship and finally their greatest weaknesses during the internship. Students will submit a presentation detailing their experience upon completing the internship. Students are required to present their experience either in a LEAD event format, or as a class presentation or club presentation. Prerequisites: Requires permission of Division Chair

Credits: 6.00

## Equestrian Studies

### **EQU 101 Equestrian First Year Seminar**

Students will explore the equestrian majors and minors offered at WWU as they relate to employment, graduate school, and other career goals. Developing an equestrian program plan will be a focus of the course with emphasis on identifying suitable careers for each program. An introduction to the required proficiency test sequence and senior portfolio will be presented.

Credits: 1.00

### **EQU 111 Introduction to the Horse Industry**

This course is an introduction to equestrians and horse organizations and their objectives including the extent of horse sport on the national and international level. The role of the horse in today's society will be explored. The four WWU disciplines of Dressage, Hunter/Jumper, Saddle Seat and Western along with their respective practices will be surveyed. Points concerning horse behavior, care of the domesticated horse, developing a professional lexicon and the importance of proper fitting and uses of basic tack will be covered. The course will also explore employment opportunities and practices in the industry.

Credits: 3.00

### **EQU 117 Theory of Performance Hrs Hlth Mgmt**

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Students will explore management and treatment protocols for performance horses. Identification and administration methods and dosage for equine drugs and medications associated with the competition or working horse will also be addressed. Equine infectious diseases, injuries, illnesses and complications are a primary focus of the course.

Credits: 3.00

### **EQU 118                      Theory Prfrmnc Horse Hlth Mngmt II**

Students will further explore more elements of practical management skills, the normal horse, health issues, lameness, drugs and medications and competitive drug rules. Prerequisite: EQU117

Credits: 3.00

### **EQU 200                      Introductory Projects**

Special one-semester classes and seminars with varying subject matter. The topic of the course will be announced with the schedule of classes. May be taken three times for credit with change of topic.

Credits: 3.00

### **EQU 201                      Horse Management Practicum I**

An introduction to applied horse management emphasizing the day to day care of horses. All aspects of the daily care and health management of a string of horses will be practiced. (Required grade of C or higher to satisfy major requirements). Prerequisites: EQU111 & EQU 118

Credits: 3.00

### **EQU 211                      Survey of Equine Assisted Therapies**

This course provides an overview of the Equine-Assisted Therapy movement in the U.S. and abroad. Students will learn about Therapeutic Riding, Equine-Assisted Psychotherapy, Equine-Assisted Learning, and other topics pertinent to the rapidly growing field of Equine-Assisted Therapy. Students will explore what it takes to become a PATH International Certified Riding Instructor and will obtain information that will help them through that process, should they want to become certified, Students will also be required to attend regular off-campus labs to gain hands-on experience in the field.

Credits: 3.00

### **EQU 221                      Stable Management**

This course focuses on the design and management of safe working equestrian facilities that provide healthy environments for horses and their caretakers. Topics include the behavioral needs of horses and how they influence management methods as well as the design and maintenance of stables and layouts of complete equestrian facilities. Developing management routines for all aspects of the care of the stabled/pastured horse. Identifying skills needed for dealing with machinery, animal waste, emergencies and security. Evaluation of record keeping, hiring of competent employees, and the importance of professionalism in all aspects of your management methods including the working relationship needed with skilled professionals such as your farrier/veterinarian. Prerequisite - EQU111 (or EQU 112) , EQU 113 and EQU 118

Credits: 3.00

### **EQU 290                      Industry Internship**

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Requires a minimum of 40 clock hours in an approved work situation. The student must submit a log documenting the work dates and times and describing the work activities as they relate to the objectives of their equestrian major as well as a final reflective essay.

Credits: 1.00

### **EQU 300                      Independent Study**

Individually directed study on a topic not covered by regular course offerings. Requires permission of the instructor and the department chair.

Credits: 0.00

### **EQU 327                      Conflicts & Contrvs Equine Indstry**

Students will explore ethical and moral dilemmas within the Equine Industry. Issues may include slaughter, euthanasia, unwanted horse solutions, Mustangs, cloning, embryo transfer, federal land use, GMOs, land use regulations. Students expected to form educated opinions on these subjects and be able to respond in a non-emotional way to someone outside the Industry. Major project centered on a bill currently in progress which will impact the industry.

Credits: 3.00

### **EQU 391                      Horse Management Practicum II**

An applied management course emphasizing the further development of the skills necessary for the day to day care of horses. All aspects of the daily care and health management of a larger string of horses will be practiced. (Required grade of C or higher to satisfy major requirements - must be taken before student accumulates 90 credit hours.) Prerequisites: EQU 201; passed with C grade or higher.

Credits: 4.00

### **EQU 400                      Advanced Projects**

Special one-semester classes and seminars with varying subject matter designed for majors at the junior and senior level. The topic will be announced with the schedule of classes. May be taken three times for credit with change of topic. Requires the permission of the instructor and division chair.

Credits: 0.00

### **EQU 401                      EQS Supervision&Leadership**

In this course, students will develop leadership and supervision skills through active practice. Such areas as motivating others, team building, group dynamics and decision making will be explored in the practical environment of the Equestrian Complex. Prerequisites: EQU391 and permission of the instructor

Credits: 2.00

### **EQU 403                      Equine General Studies Senior Seminar**

Students will identify, explore and analyze career opportunities in their EQGS concentration as well as identify personal strengths and weaknesses. Professional presentations and reflective writing are regular course requirements. Prerequisite: Senior Standing and Successful completion of the EQGS Proficiency Examination

Credits: 3.00

### **EQU 405                      Equine Business Practices**



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This lecture course is designed to provide an overview of equine business practices. Three main course elements include: horse transactions (buying, selling, leasing, donating, contracts, etc.), and business management (business plans, personnel management, customer relations, advertising, marketing, legal issues, taxation, insurance, record keeping, book keeping, leadership principles, etc.). Prerequisites: Senior Standing

Credits: 3.00

### **EQU 415 Equestrian Senior Portfolio**

Students will complete their required EQA, EQS, and EQGS portfolio during the class. Reflective writing and a thorough understanding of program objectives for the equestrian studies major are a focus of this course.

Corequisites: EQA420, EQS411 or EQU403

Credits: 2.00

## Exercise Science

### **EXS 100 Personal Health**

This course will provide essential principles of personal health and provide students the opportunity to investigate current theoretical and evidence based practices that can be applied to a number of health and wellness issues. Students will identify action steps available for individuals, families and communities to improve quality of life, reduce risk of health problems and empower people.

Credits: 3.00

### **EXS 103 Nutrition**

This course will introduce nutrient functions and the effects of various supply/demand states on physical well-being. Discussion will include the role of carbohydrates, fats, proteins, vitamins, minerals, and hydration on performance.

Credits: 3.00

### **EXS 104 First Aid and CPR**

This course is designed around the American Red Cross Responding to Emergencies: Comprehensive First Aid/CPR/AED. In this course the student will be educated on proper Cardiopulmonary Resuscitation for the adult, child and infant. Also, the student will be taught how to identify and care for several sudden illnesses, as well as, proper First Aid techniques and procedures for bodily injuries ranging from minor bleeding to severe musculoskeletal conditions. Upon completion of this course, proper demonstration of skills, and meeting American Red Cross guidelines the student will receive American Red Cross certification in CPR/AED for Adult, Child, and Infant, as well as certification in First Aid. This certification will last for two (2) years. Physical Requirements: The student will also have to perform several skills that will require them to be in a crouched, kneeling, or squatted position for a minimum of five (5) minutes.

Credits: 2.00

### **EXS 180 Introduction to Exercise Science**

This course will introduce students interested in the Sport Studies to the possible degree plans/ concentrations (Human Performance, Physical Education, Sport Management and Athletic Training) and potential employment opportunities each of the concentrations will afford. This course will get students headed in the right direction for appropriate coursework, training and preparation to achieve their future goals.

Credits: 1.00

**EXS 205                      Introductn to Anatomy/Physiology -N**

An overview of the human body and how it functions. Emphasis will be placed on skeletal, muscular, cardiovascular, pulmonary, endocrine and digestive systems.

Credits: 3.00

**EXS 220                      Social Science in Sport**

An analysis of the significance of physical activity in society and culture. Motivation and self-concept as applied to play, game, sport, and athletics are examined.

Credits: 3.00

**EXS 300                      Independent Study**

Individually directed study on a topic not covered by regular course offerings. Requires permission of the instructor and the division chairperson.

Credits: 3.00

**EXS 303                      Prevention/Care Athletic Injuries**

Emphasizes the prevention and care of injuries and the use of training room equipment. Prerequisite: EXS205 or BIO313

Credits: 3.00

**EXS 304                      Prevention and Care Lab**

Lab class taken in conjunction with EXS 303 – Prevention & Care of Athletic Injuries. Hands-on learning in basic athletic training techniques. Prerequisite: EXS205 or BIO313

Credits: 1.00

**EXS 314                      Motor Learning and Development**

This course will provide students with the knowledge of the sequential and developmental stages of movement acquisition, how children learn and control new movements, and how this relationship leads to motor development over a lifespan. Students will be engaged in both direct instruction and hands on learning in which students will be able to blend theory with practice in real life situations.

Credits: 3.00

**EXS 321                      Kinesiology**

An application of mechanical principles to human movement. Prerequisite: PED 205 or BIO313

Credits: 3.00

**EXS 322                      Exercise Physiology**

This course is designed to study the responses and adaptations of the functions of the human body during muscular exercises. Material is pertinent to teaching, coaching, and individuals interested in exercise.

Prerequisite: EXS205 or BIO313

Credits: 3.00

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### **EXS 350**                      **Adapted Physical Education**

Adapted Physical Education explores topics that relate to understanding exceptional students and athletes of all ages in order to promote differentiated instruction in all areas of activities. Students will immerse themselves in discussion of how Adapted Physical Education started, analyze laws that have been created, identify and demonstrate fitness skill modifications and physical fitness testing modifications. These skills will allow for students in all disciplines to better understand the exceptional athlete and how to design programs that will help them reach their goals.

Credits: 3.00

### **EXS 400**                      **Advanced Projects**

Special one-semester classes and seminars with varying subject matter designed for majors at the junior and senior level. The topic will be announced in the schedule of classes. May be taken three times for credit with change of topic. Requires permission of instructor and the division chair.

Credits: 3.00

### **EXS 401**                      **Sports Psychology**

An introduction to the theoretical concepts and current research in the psychology of sport and exercise.

Credits: 3.00

### **EXS 422**                      **Measurement and Assessment**

Students will be immersed in multiple, hands on opportunities to learn the value of performance data, how to collect and analyze the data, and how to make recommendations to improve programs based on its findings. Students will demonstrate knowledge of basic and a few advanced statistical analyses, as well as gaining an in depth knowledge of the FitnessGram assessment and how to administer its protocols. Students will also analyze and present quantitative and qualitative projects that they create related to performance data of their choosing.

Credits: 3.00

### **EXS 451**                      **EXS Internship II**

Course requires a minimum of 120 clock hours in an approved work situation. In addition submitting a log of work activities with dates and times, the student will develop a complete portfolio documenting internship activities and outcomes, with brief explanatory texts. The student will also prepare a resume. Requires permission of the instructor and the division chair.

Credits: 3.00

### **EXS 452**                      **EXS Internship III**

This course requires a minimum of 240 clock hours in an approved work situation. In addition to submitting a log of work activities with dates and times, the student will submit a substantial essay according to a preapproved outline that will describe the relationship or integration of theory (curriculum) and practice (internship). The discussion of theory and practice should cover knowledge, methodology and value development. The student will also prepare a resume. Requires the permission of the instructors and the division chair.

Credits: 6.00

## Geography

### **GEO 200**                      **Introductory Projects**

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Special one-semester classes and seminars with varying subject matter. The topic of the course will be announced in the schedule of classes. May be taken three times for credit with change of topic.

Credits: 3.00

### **GEO 201                      Regions & Nations of the World I -D**

An introductory survey of the world's geographical regions, focusing on essential characteristics and major problems of the more developed regions, including Europe, the region of the former Soviet Union, Australia, Anglo-America, and Japan.

Credits: 3.00

### **GEO 202                      Regions & Nations of the World II -D**

A continuation of GEO 201, focusing on essential characteristics and major problems of the less developed regions including Asia, the Middle East, Africa, and Latin America.

Credits: 3.00

### **GEO 300                      Independent Study**

Special one-semester classes and seminars with varying subject matter. The topic will be announced in the schedule of classes. May be taken three times for credit with change of topic.

Credits: 3.00

### **GEO 400                      Advanced Projects**

Special one-semester classes and seminars with varying subject matter designed for majors at the junior and senior level. The topic will be announced in the schedule of classes. May be taken three times for credit with change of topic. Requires permission of instructor and the division chair.

Credits: 3.00

## History

### **HIS 101                      Dawn and Rebirth: A History of the World to 1500**

History is not imposed on the world. It is the result of the consequences of an individual's decisions, and the study of history involves analyzing the reasons behind these choices. People are influenced by not only their own beliefs, but also by their society. Despite the vast differences of time and space, common themes continue to emerge throughout the world. This course will trace recurrent historical themes of culture, religion, war, economics, and government. Students will follow the development of the world from the dawn of man into the Renaissance. Topics in this course will include ancient Egypt, classical Greece and Rome, the dynasties of China, the Crusades and the Middle Ages. By using a global focus to examine diverse cultures and societies, students will learn that though history may not repeat itself, it certainly rhymes.

Credits: 3.00

### **HIS 102                      Industry, Ideology, and War: A History of the World since 1500**

From the Protestant Reformation to space exploration, the modern world offered changing glimpses and understandings of heaven and earth. Sparked by the Renaissance, this course will trace global advancement from Martin Luther and the Age of Exploration through the World Wars and into the modern day. Framed around the concept of globalization, students will inquire into the changing nature of the world from its new ideas to new

nations to new technologies. Topics in this course will include the French Revolution, the Cold War, the Meiji Restoration, the rise of Arab nationalism, and imperialism.

Credits: 3.00

**HIS 103 Early America and the United States: Colonization, Revolution, and Civil War**

This survey inquiries into the development of American history from the pre-Columbian era through the Civil War and its aftermath. It will explore the major social, cultural, political, and economic themes that dominated early American society. The class will illustrate how America was forged by a combination of cultures and beliefs. The goal of the class is to show the progression of America from a collection of European colonies to an independent nation to two countries divided by war and finally its restoration. Students will be introduced to topics such as: exploration, colonization, Native Americans, slavery, the American Revolution, Manifest Destiny, the Civil War, African American rights, and Reconstruction. Continuing themes will include: individual rights, government control, ethics, leadership, nationalism, state's rights, frontier expansion, race, and gender.

Credits: 3.00

**HIS 104 Modern US History: From Reconstruction to Superpower**

This survey inquiries into the development of American history from the post-Civil War Reconstruction era through the modern day. It will explore the major social, cultural, political, and economic themes that dominated American society. The class will illustrate how America was forged by a combination of cultures and beliefs. The goal of the class is to show the progression of America from two countries divided by war through its emergence as a world superpower. Students will be introduced to topics such as: immigration, industrialization, technology, the Civil Rights Movement, World Wars, the Cold War, foreign relations, peacekeeping and the war on terror. Continuing themes will include: individual rights, government control, ethics, leadership, nationalism, international status, race, and gender.

Credits: 3.00

**HIS 200 Introductory Projects**

Special one-semester classes and seminars with varying subject matter. The subject will be announced with the schedule of classes. May be taken three times for credit with change of topic.

Credits: 3.00

**HIS 214 The Horse in History -H**

What do the "the Midnight Ride of Paul Revere," the quests of medieval knights, Hernán Cortés' conquest of the Aztecs, and the rise of Genghis Khan and the Mongols have in common? They were all dependent on horses. Want to learn about how horses have altered history on virtually every continent? Well then...giddy up. This course will tell the story of the horse in the World from prehistory to the modern era. Looking at the dual development of horses and humans, and focusing on important events and themes from the cavalry to racing to the Pony Express, this course will seek to uncover how the horse has shaped human history and culture throughout the World. This course is not a history of the horse breeds, nor is it just a class for equestrians—it is for anyone who seeks to learn more about how history has been shaped by two different species interactions.

Credits: 3.00

**HIS 215 Native America -H**

At least 11,000 years before the first European reached the "New World," the Americas had already been settled. Originally traveling from Siberia, numerous groups of Native Americans established diverse cultures and

civilizations across two continents. This course will trace the history of Native America from the migration of Paleoindians across Beringia to the modern day, dealing with issues ranging from pre-Columbian society, European encounters, disease, government removal policies, and the creation of reservations. Students will study religion, culture, warfare, etc. from the perspective of the Natives of North and South America. Special attention will be placed on the indigenous people of the Great Plains.

Credits: 3.00

**HIS 216 From Slavery to Freedom to Civil Rights: The African American Experience**

Until the passage of the thirteenth amendment, the inherent hypocrisy of the Declaration of Independence's phrase "all men are created equal" and the sin of slavery haunted the nation. But freedom did not end the struggle. This course will trace the history of African Americans from their ancestral origins in Africa into the colonial era and through the modern day—exploring issues of race, culture, enslavement, freedom, rights, and discrimination. It will examine the condition of African American slaves and anti-slavery/pro-slavery politics and economics, and ultimately follow the experience of enslaved and free African Americans into the Civil War and Reconstruction, before transitioning to the quest for equal citizenship in the Civil Rights Movement and the modern day. Students will focus on figures including: Olaudah Equiano, Frederick Douglass, Harriet Tubman, Sojourner Truth, Jackie Robinson, Rosa Parks, Martin Luther King Jr., Malcolm X, Jesse Jackson, and the Obamas.

Credits: 3.00

**HIS 223 Royal America -H**

Before there was a US President, America was ruled by Queens and Kings. Starting with eastern Native American life, the mystery of Roanoke, and the legend of Pocahontas and John Smith this course follows the development of colonial America from the pre-Columbian era through exploration and settlement to the end of the French and Indian War. The class will illustrate how the British North American colonies functioned under a monarchy and were forged by a combination of cultures, beliefs, and interactions. Students will be introduced to specific topics and figures such as: King Philip's War, the Salem Witchcraft Trials, the Mayflower Compact, Bacon's Rebellion, religion (including Puritanism, the Mathers, and Jonathan Edwards), trade, slavery, etc.

Credits: 3.00

**HIS 224 History of War - H**

Countless generations have gone to war, and the world has been dramatically shaped on and off the battlefield. How and why were these wars fought? What resulted? This class is centered on the choices these generations made and their consequences on society. The old adage declares, "All's fair in love and war," but throughout history, there has been debate over how wars are fought and the behavior of officers and soldiers. Are all wartime actions justified? Is victory the ultimate goal, or is the manner in which the war was fought equally as important? This course will examine the tactics and ethics of war and society from a civilian and military perspective. This course will frame an inquiry into how civilian ethical codes (such as honor, virtue, morality, and humanity) shape military policy, and how ideological thought alters the conduct of a war from the ancient world to the modern battlefield.

Credits: 3.00

**HIS 300 Independent Study**

Individually directed study on a topic not covered by regular course offerings. Requires permission of the instructor and division chair.

Credits: 3.00

**HIS 310                      Daughters of Liberty, Suffragists, and Feminists: The Story of Women in America**

“Remember the ladies,” Abigail Adams wrote her husband John, reminding him to include the rights of women among the goals of the American Revolution. Although often viewed in a more modern context, the quest for women’s rights in America has existed since the nation’s founding. This course will follow the lives of American women from pre-contact Native society through the modern day. It will explore a variety of themes connected to gender, race, and status by observing the lives of women within diverse societies. In doing so, students will learn to view the women’s liberation movement of the 1960s and 70s against the foundations of the nineteenth and early twentieth century suffragists and the Revolutionary-era Daughters of Liberty and Republican Womanhood. From the witches of Salem to Susan B. Anthony to Gloria Steinem, this course overall aims to tell the story of women in America.

Credits: 3.00

**HIS 311                      Biography as History**

History is a collection of stories of the lives of many people, but is the life of a single person history? But who tells our story? Who determines our history? Today, journalists, rather than historians, write most of the popular biographies. So is biography also history? Or is it something else? This course will follow the intersection of the individual story with that of society, asking several fundamental questions: Does history change if we view it from the perspective of one person? Is the individual representative of society? Why do people make certain choices? What is gained through using a narrow lens to view wider events? Focusing on rotating individuals, this course will explore a historical period through the eyes of a single person. Students will read multiple accounts of the life of one person, and write their own narrative on a selected person during a limited timeframe.

Credits: 3.00

**HIS 314                      Teaching History -H**

Do you want to teach or pass a state exam, but you only have a limited amount of available credit hours? Then this course is for you. Especially designed for education/social studies education majors/minors this condensed survey inquires into the development of World, American, and Missouri history from the dawn of man through the modern day. Topics in this course will include ancient Egypt, classical Greece and Rome, the dynasties of China, the Middle Ages, Colonization and Exploration, the American Revolution, the French Revolution, slavery and the Missouri Compromise, the World Wars, the Cold War, Civil Rights, the rise nationalism, and imperialism. Students will receive content and assignments specific to their future career as educators. Furthermore, each student will be required to prepare their own lesson and teach a class. This course covers the entirety human history, and if you want to be a teacher this course is essential.

Credits: 3.00

**HIS 316                      Built Environment in American History**

This course examines the ways in which Americans from the colonial period to the present have shaped their physical surroundings and in turn been shaped by those built environments. It focuses on the importance of the space and place in American history by exploring the physical landscapes of large cities, small towns, rural communities, and sprawling suburbs; the development of regions like the South, the Industrial Belt, the Sunbelt, and the West; and the role of human products like farms, factories, railroads, houses, main streets, chain restaurants, and Wal-Marts. Throughout, it traces how these built environments both shaped and were shaped by individuals and communities, culture, politics, and the economy.

Credits: 3.00

**HIS 322                      Turning Points: How Decisions and Events Shaped History**

What would you do? The British army has fired at American colonists in Lexington and Concord; do you join the Patriots or keep your oath of loyalty to the King? Civil War has broken out and your home state has seceded from the Union, but you are an officer in the US Army. Do you join the Confederacy? It's August 1945, you're Harry Truman and Japan won't surrender. Do you drop the atomic bomb? History is full of turning points where the decisions of one person or a group of people have shaped the future. This course will explore these historical turning points and seek to understand why people made certain choices. Students will be asked to evaluate the mindset, ethics, and ideologies of historical individuals in order to evaluate decisions and consequences—ultimately asking the question “What would I do?”

Credits: 3.00

**HIS 324                      American Revolution**

The American Revolution is perhaps the single most important event in the history of the United States. This class will examine the ideological and intellectual framework that made this revolution possible. The war will be examined not only as a military conflict, but also an event with tangible political, social, economic, racial, and gendered applications. Using primary and secondary sources, this class will be centered on understanding the American mindset from the French and Indian War through the War of 1812. It will analyze how thought influenced action in America ranging from the war to the Declaration of Independence and the Constitution.

Credits: 3.00

**HIS 332                      Civil War**

Throughout the American Revolution, patriots had cast British tyranny as reducing them to slavery. The Declaration of Independence and the US Constitution reaffirmed liberty to its citizens, but the inherent hypocrisy of the phrase “all men are created equal” when cast against Revolutionary ideology and the institution of slavery continued to haunt the nation. This course will trace the coming of the Civil War from early republican and antebellum debates on slavery to Manifest Destiny and through Southern secession. It will then examine how the Civil War represented differing definitions over the Revolutionary conception of liberty. From the floor of Congress to the battlefield of Gettysburg, students will explore the question of regional character, state's rights, pro/anti-slavery, and governmental authority. In addition to examining national questions, this course will also focus on the role of Missouri as a border state and the local history of the Kingdom of Callaway.

Credits: 3.00

**HIS 338                      The Atlantic World: Exploration, Colonization, and Globalization**

For centuries, the Atlantic Ocean was a barrier. This formidable body of water represented a vast unknown. The discovery of the New World challenged many of the conceptions held by the Old World. The discovery of the Americas forced Europeans to re-evaluate both themselves and their understanding of the world intellectually, religiously, and geographically. Within a short time, the Atlantic Ocean became a bridge not a barrier. The Atlantic connected four continents (Europe, Africa, North America, South America) in a network of trade, communication, language, culture, and migration. From the fifteenth through nineteenth centuries, the flow of goods, people, and ideas developed and shaped these coastal lands. Yet the Atlantic represented much more than simply an avenue for maritime trade. It was an entity that affected the daily life of much of the known world. This course will investigate topics ranging from the Enlightenment, exploration, empire, monarchy, slavery, piracy, revolutions, and seek to answer how far was the reach of the Atlantic? Prerequisite: Any 100 level HIS or permission of instructor

Credits: 3.00



**HIS 341 Cold War**

“An iron curtain has descended...,” proclaimed former British Prime Minister Winston Churchill. On March 5, 1946 in Fulton, MO, less than a mile from the William Woods’ campus, Churchill created a lasting metaphor to describe the mounting crisis between the Soviet Union and the West that would come to dominate the globe for nearly the next half century. Not even a year after the Allied victory in World War II, the world was to be drawn into conflict again—a shadow war fought on both sides with ideology and fear. The Cold War was waged between Marxism and communism against democracy and capitalism. This course will explore the period from 1945-1991 from a global viewpoint, highlighting the United States, Britain, the Soviet Union, Western and Eastern Europe, Asia, Latin America, and Africa. Covering topics ranging from James Bond to the Berlin Wall, students will explore the ways in which the struggle between communism and democracy influenced daily life, foreign policy, and global conflict.

Credits: 3.00

**HIS 342 Public History**

Do you want to work in a museum, at a historical site, in a library or archive, or maybe as a historian for an organization, or even a documentary filmmaker? Then this course is for you! But what is public history? Public history simply is presenting history for a general audience, not academics. Learn the practical skills necessary to be able to work as a public historian in a variety of occupations from tour guide to preservationist. In this course students will study the basic elements of public history, cultivate archival and manuscript research skills, and create displays and digital projects. This upper division course will involve individual research and group collaboration to create an exhibit, performance, or digital project (website, documentary film, etc.) focused on a selected historical event, person, or theme. Students will be required to travel to historical sites, libraries, archives, museums, etc. The subject of the project will change whenever the course is offered, so students are welcome to enroll multiple times.

Credits: 3.00

**HIS 353 World War II**

The Great War had been fought as “the war to end all wars,” and twenty years later British Prime Minister Neville Chamberlain still promised “peace in our time.” But just six years later, nearly 80 million people were dead. Sparked by the rise of dictatorships, World War II was a clash of nations that represented a global conflict on a scale never before imagined. Exploring the perspectives of both the Allied and Axis powers, students will learn how the clash of ideologies and beliefs resulted in conquest, genocide, and, ultimately, liberation. Although traditionally understood as occurring from 1939–1945, this course will start from the war’s origins—beginning with the end of World War I through the rise of the Nazi Party to the Japanese invasion of China in 1937. Far from just a military history of war in Europe and the Pacific, this course will examine topics including: the Holocaust, ideologies (democracy, communism, fascism, anti-Semitism, racism, etc.), the A-bomb, world leaders (FDR, Truman, Churchill, Stalin, Hitler, Mussolini, Tojo, etc.), politics, propaganda, crime, the home front, and many more. Concluding with the Nuremberg and Tokyo War Crimes Trials and the start of the Cold War, the class will also examine the war’s legacy and aftermath.

Credits: 3.00

**HIS 366 Interdisciplinary Honors Studies**

The course allows students to focus on a narrow topic, examining it from two diverse academic disciplines. Topics will vary. (The course is open to honors program participants)

Credits: 3.00

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### **HIS 390 HIS Internship I**

Requires a minimum of 120 clock hours in an approved work situation. The student must submit a log documenting the work dates and times and describing the work activities according to at least 3 preapproved objectives. In addition, the student will submit 3 essays describing and evaluating each of the following: the role of the on-site supervisor, the quality of the work environment, the usefulness of extended interships. The student will also prepare a resume. Requires permission of division chair.

Credits: 3.00

### **HIS 400 Advanced Projects**

Special one-semester classes and seminars with varying subject matter designed for majors at the junior and senior level. The topic will be announced with the schedule of classes. May be taken three times for credit with change of topic. Requires the permission of the instructor and the division chair.

Credits: 3.00

### **HIS 418 HIS Methods of Teaching**

This course examines theoretical and practical study of the teaching of social studies at the secondary level. This course requires five (5) hours of clinical experience.

Credits: 3.00

### **HIS 423 Senior Seminar**

The practical application of the techniques of historical research, analysis, and composition, culminating in a research paper based in part on primary documentation. Required for all history majors in their senior year. Open to other students with permission of the instructor.

Credits: 3.00

### **HIS 451 HIS Internship II**

Requires a minimum of 120 clock hours in an approved work situation. In addition to submitting a log of work activities with dates and times, the student will develop a complete portfolio illustrating internship activities and outcomes, with brief explanatory texts. The student will also prepare a resume. Requires the permission of the division chair.

Credits: 3.00

### **HIS 452 HIS Internship III**

This course requires a minimum of 240 clock hours in an approved work situation.\* In addition to submitting a log of work activities with dates and times, the student will submit a substantial essay according to a pre-approved outline that will describe the relationship or integration of theory (curriculum) and practice (internship). The discussion of theory and practice should cover knowledge, methodology, and value development. \*The approved situation would require direct supervision by an individual holding a degree in history. Requires permission of the division chair.

Credits: 6.00

## Health

### **HLT 130 Introduction to Medical Terminology**

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This course provides an introduction to medical terminology and its application in interdisciplinary settings. Students will become familiar with medical terms used to define body systems and the importance of proper use of these terms. This course is geared towards pre-health professions students and those degrees that will interact with health professionals.

Credits: 3.00

### Humanities

#### **HUM 113                      Career Exploration**

This course is designed to introduce students to career development concepts from a strengths-based approach. Students will explore a variety of career-related issues and themes, including identifying career and academic interests, resume writing, job search strategies, interviewing and networking. This course is intended to be an introduction to these concepts and set the foundation for further exploration and development throughout one's college career.

Credits: 1.00

#### **HUM 117                      Sports Ethics -E**

The purpose of this course is to develop a problem solving approach to current ethical problems in leisure, physical education, and sport. Emphasis will be on training students to analyze, evaluate, articulate, and defend logical positions on issues related to sport.

Credits: 3.00

#### **HUM 200                      Introductory Projects**

Special one-semester classes with varying subject matter. The topic will be announced with the schedule of classes. May be taken three times for credit with change of topic.

Credits: 3.00

#### **HUM 212                      Religion and Education -D**

A Study of the diversity inherent within religion and education as the two areas collide.

Credits: 3.00

#### **HUM 213                      The Bible in Modern Culture -L**

This class explores the literary influence of the Bible on the larger culture and how ancient texts have been read and reimaged in music, film, literature, art, architecture, political policy and public debate about social values. We'll survey various approaches to textual interpretation, consider both contested and creative readings of biblical texts and analyze the use and abuse of biblical texts among different reading communities.

Credits: 3.00

#### **HUM 237                      Woods Around the World**

In this course students will explore a specific country or culture. Over the university's spring break the class will travel to the country of study or an area of the United States where the culture is represented in order to experience the textbook studies as they naturally occur.

Credits: 1.00

## William Woods University Academic Catalog

### **HUM 240**                      **Toward a Life of Service -D**

This would be an examination of community service and community responsibility. Students will explore philosophies of community service as well as develop their own philosophy through readings, class discussions, and reflective writing assignments. In addition to their academic work, students would select their own project from a list of pre-approved projects with local agencies and institutions. They would perform approximately 30 hours of community service for their projects.

Credits: 3.00

### **HUM 300**                      **Independent Study**

Credits: 3.00

### **HUM 366**                      **Interdisciplinary Honors Studies**

The course allows students to focus on a narrow topic, examining it from two diverse academic disciplines. Topics will vary. (The course is open to honors program participants)

Credits: 3.00

### **HUM 400**                      **Advanced Projects**

Special one-semester classes and seminars with varying subject matter designed for majors at the junior and senior level. The topic will be announced in the schedule of classes. May be taken three times for credit with change of topic. Requires permission of instructor and division chair.

Credits: 3.00

## Information Literacy

### **IFL 105**                      **Basic Research**

Covers the research process, how to effectively evaluate and use information of all types, and current issues related to information, technology and higher education.

Credits: 1.00

### **IFL 115**                      **Basic Information Literacy-T**

In order to be an effective participant of the Information Age, a person must first be able to recognize when information is needed and then be able to locate, evaluate and effectively use the needed information. This set of skills forms the basis for lifelong learning. Upon successful completion of the course, you will be able to locate and critically evaluate information, apply appropriate research results in the completion of the other academic course assignments, as well as jump-start your academic and personal life.

Credits: 3.00

### **IFL 205**                      **Design Qual Rsch:Literature Review**

This is intended to develop the student's ability to demonstrate the use of bibliographies, indexes, dictionaries, encyclopedias, web sites and other sources of information in print and electronic form in the creation of an annotated bibliography related to a specific research goal. Prerequisites: IFL 105

Credits: 1.00

**IFL 315                      Advanced Information Literacy**

This course is intended to provide you with the opportunity to critically analyze scholarly sources and effectively integrate source material into a complex argument. You are encouraged to take this course in preparation for a capstone, thesis or other culminating academic work. The course also considers the various types of research methodologies and how to effectively and ethically incorporate the results of other scholarly research into your own work.

Credits: 3.00

**Interpreting Program**

**ITP 200                      Introductory Projects**

Special one-semester classes and seminars with varying subject matter. The topic of the course will be announced with the schedule of classes. May be taken three times for credit with change of topic.

Credits: 3.00

**ITP 211                      Theory of Interpretation**

This course covers the fundamentals of ASL English interpretation and introduces the sociolinguistic factors that influence communication, strategies for analyzing discourse, and the theory and process of mediating between two languages and cultures. The textbook and lectures will cover theories of communication and models of the interpretation processes, the role, boundaries, and responsibilities of the interpreter and other pertinent issues critical to the field. The primary focus of this course is to develop specific skills necessary for the art of interpreting along with ways to analyze the interpreted work. Prerequisite: ASL145

Credits: 3.00

**ITP 217                      Comparative Translation**

Students will compare and contrast the structure and semantics of ASL and English. Focus will be on preparing accurate translations from ASL to English and from English to ASL while considering semantic use of words/signs, culturally laden terminology, in-group meaning, and differences between high and low context cultures. Students are introduced to the linguistic and processing principles of translation and interpretation. Prerequisite: ASL 205 American Sign Language III

Credits: 3.00

**ITP 300                      Independent Study**

Individually directed study on a topic not covered by regular course offerings. Requires permission of the instructor and division chair.

Credits: 3.00

**ITP 301                      Interpreting I**

This course introduces students to the process and practice of interpreting between ASL and English. Class discussion and activities focus on creating a culturally and linguistically dynamic interpretation while broadening students' understanding of interpreting demands. Source material will often be interactive, applying consecutive interpreting skills. Prerequisite: ITP211 and ITP217

Credits: 3.00

**ITP 302                      Interpreting Application and Analysis**

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Focuses on creating culturally and linguistically dynamic interpretations between ASL and English. Most interpretations will be of unrehearsed source material. There is an emphasis on increasing individual skill throughout the duration of the course. Students will conduct self and peer diagnostics and provide feedback on interpretations to each other. Prerequisite: ITP 211

Credits: 3.00

### **ITP 310                      Interpreting in Advanced Settings I**

An upper level course covering various advanced settings of interpreting. This course covers interpreting in medical, mental health, and educational settings. ASL and English vocabulary in specialized areas not covered in previous courses is developed. Students will be interpreting linguistically dense texts and learning how to manage the various settings and personnel involved in these types of interpreting. Teaming with a Certified Deaf Interpreter (CDI) will also be covered. Prerequisites: ITP 351 or ITP 302 with a grade of "C" or higher

Credits: 3.00

### **ITP 351                      Interpreting II**

This course provides students additional exposure to interpreting between ASL and English texts. Class discussion and activities will focus on creating a culturally and linguistically dynamic interpretation while broadening students' understanding of interpreting demands. Source material will be interactive, narrative and expository for analysis and practice. Additional emphasis on unrehearsed interpretations and student's cognitive processing skills in the interpreting process is discussed. Credit hours: 3 Prerequisites: ITP 301 with a grade of "C" or higher

Credits: 3.00

### **ITP 362                      Interpreting in the Performing Arts**

Performance interpreting is designed to expose students to the various approaches to interpreting musical and theatrical works. The course exposes students to both frozen and extemporaneous source texts found in music and drama. The course expands students' application of cultural equivalence within the interpreting process, especially the preparation involved in interpreting scripted events. Theatrical performances will also be examined, focusing on zoning and shadow interpreting. Prerequisites: ITP 301

Credits: 3.00

### **ITP 366                      Interdisciplinary Honors Studies**

The course allows students to focus on a narrow topic, examining it from two diverse academic disciplines. Topics will vary. (The course is open to honors program participants)

Credits: 3.00

### **ITP 375                      Interpreting III**

This course enhances students' skills in creating culturally and linguistically dynamic interpretations. Students participate in diagnostic analysis and feedback of both self and peer produced interpretations. Class discussions include identifying demands and controls for various interpreting settings. Prerequisites: ITP 351 with a grade of "C" or higher

Credits: 3.00

### **ITP 380                      Interpreting IV**

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This course synthesizes knowledge and skill learned previously in interpreting courses. Students continue to develop skills for linguistic mediation. Simulated interpreting events are provided for practice throughout the semester. There is an emphasis in the practice of preparing for interpreting assignments. Students participate in diagnostic analysis and feedback of both self and peer produced interpretations. Class discussions include current issues in the field of interpreting. Prerequisites: ITP 375 with a grade of "C" or higher

Credits: 3.00

### **ITP 400                      Advanced Projects**

Special one-semester classes and seminars with varying subject matter designed for majors at the junior and senior level. The topic will be announced with the schedule of classes. May be taken three times for credit with change of topic. Requires permission of the instructor and division chair.

Credits: 3.00

### **ITP 410                      Interpreting in Advanced Setting II**

An upper level course covering various advanced settings of interpreting. This course covers interpreting legal information, VRS/VRI work, religious settings, and interpreting for deafblind individuals. ASL and English vocabulary in specialized areas, including explicit language, not covered in previous courses is developed. Students will be interpreting linguistically dense texts and learning how to manage the various settings and personnel involved in these types of situations. Prerequisites: ITP 351 or ITP 302 with a grade of "C" or higher

Credits: 3.00

### **ITP 450                      Senior Capstone**

This course is the capstone to the major and prepares students to enter the ASL English interpreting profession as a general practitioner. Students will investigate current issues facing the field, prepare for written certification exam(s), career development, and ethical decision making. This course is conducted in seminar format where students will apply demand-control schema, time-management, business practices, code of professional conduct and ethical decision-making, certification and quality assurance, accountability, and life-long learning and professional development. Emphasis given to creating a portfolio and resume for internship and future employment. Prerequisites: ITP 302 or 351 with a grade of "C" or better

Credits: 3.00

### **ITP 451                      Field Practicum I**

This course requires a minimum of 150 clock hours in an approved work situation. Students will submit a log of work activities with dates and times illustrating internship activities and outcomes with brief explanatory texts. Students will complete an essay evaluating the role of the on-site supervisor, the quality of the work environment, and the importance of internship experiences. Requires permission of division chair. Prerequisite: ITP450 with grade of 'C' or higher

Credits: 3.00

### **ITP 452                      Field Practicum II**

This course requires a minimum of 150 clock hours in an approved work situation. Students will submit a log of work activities with dates and times illustrating internship activities and outcomes with brief explanatory texts. Students will complete an essay evaluating the role of the on-site supervisor, the quality of the work environment, and the importance of internship experiences. Requires permission of division chair. Prerequisite: ITP450 with grade of 'C' or higher

Credits: 3.00

## Leadership

### **LDR 301                      Leadership**

This course is an advanced level study that challenges students to investigate and analyze the attributes of an effective leader. Out-of-the-box thinking is encouraged to bring theory into reality. Topics include but are not limited to motivating others, management communication, corporate training, team building and improving leadership qualities within each person.

Credits: 3.00

### **LDR 320                      Adaptive Leadership**

In this course, students will develop their ability to lead in complex, dynamic and often fast-changing environments. Students will analyze leadership as it is practiced and evaluate the personal dangers leaders often face when they practice leadership. This course is based on the research of Ronald Heifetz, Dean Williams and Marty Linsky.

Credits: 3.00

### **LDR 330                      Global Leadership**

An advanced level study that challenges students to investigate and analyze the attributes of effective global leadership. The United Nation's (UN) Global Compact and its ten principles will be studied and used to measure globally responsible leadership and how good leadership impacts the issues facing global leaders today. Case studies will be used to illustrate each on the ten principles in actual contextual situations. The case studies allow the student the opportunity for thinking through the issues and seeing how leaders facing the same problems actually addressed them.

Credits: 3.00

### **LDR 345                      Leading Teams**

The course will cover the principles needed to create and lead effective teams. Students will generate, compare and assess effective team interventions to produce high achieving teams in organizational settings. Topics covered in this course include stages of team development, identifying and assigning appropriate human capital to teams, team culture and alignment to corporate culture, ensuring team productivity through effective and timely leader interventions and team disbandment.

Credits: 3.00

### **LDR 350                      Change Leadership**

This course is designed to introduce students to the challenges of leading an organization during change. Students will investigate theories and best practices of change leadership/leading at the organizational and personal level. Topics include but are not limited to leading and facilitating communication during change, decision-making during crisis, managing resistance to change and creating appropriate environments to facilitate change. Prerequisite: LDR 301

Credits: 3.00

### **LDR 445                      Strategic Leadership**



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This course emphasizes the importance of strategic leadership in the successful execution of strategic management processes within the firm. Students will assess and evaluate the strategic leader's role in managing the firm's resources and the strategic leader's impact on firm performance. Strategic management concepts covered include competitive advantage, business strategy, corporate strategy, organizational design, and corporate governance.

Credits: 3.00

### **LDR 450 Ethics in Leadership**

This course investigates the important role ethics plays in leading. In this course, students will develop an understanding of their own character development and its impact on followers as well as gaining insights into leading the self. Students will explore, analyze and investigate topics such as normative ethics' role in leadership, servant and steward leadership, as well as sensemaking, satisficing and decision-making from an ethical leader perspective.

Credits: 3.00

### **LDR 475 Leadership Theory**

This course introduces student to leadership theory at an advanced level. Through the exploration, analysis and critique of such theories, students will develop a deeper understanding of leadership and leading. Topics covered in this course include but are not limited to historical perspectives of leadership, transformational and transactional leadership, charismatic leadership, dysfunctional leadership, power and political leadership.

Credits: 3.00

### **LDR 499 Leadership Studies Capstone**

This is the culminating course in the Management and Leadership program. As such, students will integrate the knowledge gained throughout their major program of study. This will be accomplished with case study analysis and the completion of a research project focused on leadership in organizations. Prerequisite: BUS 351, BUS 421, LDR 320, LDR 450 and LDR 475

Credits: 3.00

## Mathematics

### **MAT 098 Introduction To Mathematics**

Review of the basic fundamentals of mathematics. Topics include operations on whole numbers, fractions, decimals, percents, ratios/rates/proportions and fundamental concepts of statistical analysis. Real-world applications are integrated throughout the course. Pre-requisite: ACT Math test score of less than 18.

Credits: 3.00

### **MAT 099 Basic Algebra**

Introduction to the fundamental concepts of algebra. Review of fraction, decimals, and integers. Methods for solving linear equations, linear inequalities and systems of linear equations. Other topics include various operations and polynomials and a thorough investigation of graphing equations and line sin the coordinate plane. Real-world applications are integrated throughout the course. Pre-requisite: ACT Math test score of 18-21 or must have passed the MAT 098 course with a grade of C or higher.

Credits: 3.00

**MAT 112**                      **Survey Of College Mathematics -M**

An introduction to discrete mathematics. Focus on applications in economics, political science, decision theory, and biology. Specific topics typically include: voting systems, fair division, circuits and scheduling, exponential growth, fractal geometry, elementary probability and statistics. Prerequisite: MAT 099 or equivalent.

Credits: 3.00

**MAT 114**                      **Elementary Statistics -M**

A pre-calculus introduction to statistics. Topics include: elementary probability, measures of central tendency and variation, normal distributions, sampling, confidence intervals, estimation, hypothesis testing, regression and correlation. Emphasis on the use of graphing calculators and the utility of mathematics as a problem-solving tool. Extensive discussion of applications in natural science, social science, and business. Prerequisite: MAT 099 or equivalent.

Credits: 3.00

**MAT 118**                      **College Algebra -M**

A more rigorous and in-depth treatment of the material of MAT 099. Emphasis on the use of graphing calculators and the utility of algebra or modeling language for solving real-life problems. Prerequisite - MAT 099 or equivalent

Credits: 3.00

**MAT 124**                      **Calculus I -M**

An introduction to the concepts of limits, continuity, differentiation of elementary functions, definite and indefinite integrals, and the Fundamental Theorem. Emphasis on use graphing calculators and the utility of mathematics as a problem solving tool. Extensive discussion of applications in natural science, social science, and business. Prerequisite: MAT 118 or MAT 120

Credits: 5.00

**MAT 200**                      **Introductory Projects**

Special one-semester classes and seminars with varying subject matter. The topic of the course will be announced in the schedule of classes. May be taken three times with change of topic.

Credits: 3.00

**MAT 214**                      **Calculus II**

A continuation of MAT 124. Further techniques of differentiatiation and integration, the calculus of exponential, logarithmic, trigonometric, and probability distribution functions, as well as elementary differential equations. Requires extensive use of graphing calculators. Applications to biology, economics, and physics are studied throughout. Prerequisite: MAT 124

Credits: 4.00

**MAT 215**                      **Linear Algebra**

A study of the techniques used in solving linear systems of equations, the properties and theorems associated with vector spaces, determinates and eigenvalues, and linear transformations. Prerequisite: MAT 124

Credits: 3.00

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### **MAT 224**                      **Calculus III**

A continuation of MAT 214, including solid analytic geometry, vector spaces, matrices, determinants, partial differentiation, multiple integration, and vector calculus. Prerequisite - MAT 214

Credits: 4.00

### **MAT 231**                      **Understanding Mathematics for Tchrs**

This course will address the mathematical knowledge, skill, and processes taught in K-8 classroom settings. The course will focus heavily on both the content and process standards developed by the National Council of Teachers of Mathematics and will use the six principles of mathematics as a guide.

Credits: 3.00

### **MAT 300**                      **Independent Study**

Individually directed study on a topic not covered by regular course offerings. Requires permission of the instructor and the division chairperson.

Credits: 3.00

### **MAT 304**                      **Biological Statistics**

A study of statistics intended for biology majors, focusing on practical applications of the use of statistics in research. Technology will be used to aid in computations. The student need not have had any prior statistics to enroll in the course. This course will not meet the Common Studies requirements for mathematics. Prerequisite : MAT 118 or MAT 124

Credits: 3.00

### **MAT 312**                      **Differential Equations**

A study of ordinary differential equations and the following topics: boundary-value problems, Fourier series, and the Laplace transform. Prerequisite - MAT 124

Credits: 3.00

### **MAT 313**                      **Math Probability and Statistics**

A calculus-based introduction to the mathematics of probability and statistics. A study of discrete and continuous probability distributions and their application to areas of statistical inference, including estimation and hypothesis testing. Prerequisite: MAT 124

Credits: 3.00

### **MAT 314**                      **Higher Geometry**

A study of Euclidean and projective geometries as axiomatic systems, from both the synthetic and analytic approach, and an introduction to non-Euclidean systems. Prerequisite - MAT 124

Credits: 3.00

### **MAT 324**                      **Formal Logic**

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An introduction to elementary deductive logic to include propositional logic and first-order quantification theory with identity. Emphasis on natural deduction techniques. Some discussion of computability and other topics in the foundations of mathematics and philosophy of logic. Prerequisite - MAT118

Credits: 3.00

### **MAT 325 Introduction to Numerical Analysis**

This is the first course in numerical analysis covering fundamental concepts, theoretical foundations of numerical methods, error analysis and practical computer implementations using Software. An integral part of this course is a series of computational projects designed to illustrate and emphasize the course material. Prerequisite - MAT124

Credits: 3.00

### **MAT 366 Interdisciplinary Honors Studies**

The course allows students to focus on a narrow topic, examining it from two diverse academic disciplines. Topics will vary. (The course is open to honors program participants)

Credits: 3.00

### **MAT 400 Advanced Projects**

Special one-semester classes and seminars with varying subject matter designed for majors at the junior and senior level. The topic will be announced in the schedule of classes. May be taken three times for credit with change of topic. Requires permission of the instructor and the division chair.

Credits: 3.00

### **MAT 418 MAT Methods of Teaching**

A study of curricular issues, instructional methods and materials used in the teaching field. Credit will not apply to a major or minor in mathematics.

Credits: 3.00

### **MAT 422 Modern Algebra**

A study of the properties and theorems associated with groups, rings, integral domains, and fields. Prerequisite: MAT 224

Credits: 3.00

### **MAT 423 Theory of Numbers**

A study of divisibility, congruences, quadratic reciprocity, number theory functions, Diophantine equations, simple continued fractions and algebraic numbers. Prerequisite: MAT 224

Credits: 3.00

## Management Information Systems

### **MIS 100 Introduction to Web 2.0**

Through digital collaboration, this course will introduce the student to Web 2.0 tools by integrating and utilizing these tools in a business settings. Students will examine the theory of online business, simulations and other

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pedagogical implications while considering the social, interpersonal, cultural and technical implications of Web 2.0 in a business sense. (Students will be required to have Webcam & mic/headset)

Credits: 3.00

### **MIS 125                      Productivity Tools**

Students will learn basic skills involving the applications of word processing, database, spreadsheet, presentations, and e-mail using the Office 2013 suite. Students will be exposed to employment considerations and new administrative features. Several of the specific components will include: Word, Excel, PowerPoint, Access, and Outlook.

Credits: 3.00

### **MIS 200                      Introductory Projects**

Special one-semester classes with varying subject matter. The topic of the course will be announced in the schedule of classes. May be taken three times for credit with change of topic.

Credits: 3.00

### **MIS 225                      Database Management Systems**

This course prepares student to develop application programs in the database environment. Models of data, data structure and file organization are covered.

Credits: 3.00

### **MIS 250                      Networks and Telecommunications**

The features of centralized, decentralized, and distributed systems are explored. Special emphasis placed on LAN (Local Area Network) technologies.

Credits: 3.00

### **MIS 300                      Independent Study**

Individually directed study on a topic not covered by regular course offerings. Requires permission of the instructor and division chair.

Credits: 3.00

### **MIS 325                      Website Development**

This course is designed to instruct the student in the proper design and analysis of website development. Students will learn the basics of HTML, CSS, website portals, content management systems, web hosting and domain name construction. A final project will require the student to maintain a website, host and domain name. Although there is no textbook associated with the class, students will be required to purchase a web hosting package of approximately \$70. This will allow the student to develop a website for the class.

Credits: 3.00

### **MIS 350                      Project Management**

This course is an examination of the knowledge sets, skills, tools and techniques of project management, with an emphasis on how project management contributes to the strategic goals of the organization. The course focuses on the role of information technology as an integration tool in project management. Topics: Microsoft project,

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work breakdown, structure development, resource scheduling, developing a project network, project organization, time management, and performance measurement and evaluation. The course also examines the managerial competencies required to organize and lead a project.

Credits: 3.00

### **MIS 370 MIS Advanced Projects**

The course in Advanced Applications/Experience is a class based on individual or group IT research and/or practical applications in IT and MIS environments. The student(s) is expected to choose a topic and/or experience from the syllabus list or mutually agreed upon topic by the student and instructor. After agreement, a contract will be signed and submitted before work can begin. The student will meet as directed with the professor for updates. (Examples) Programming/Development: Study and Write code in one of the following program languages: C#, Visual Basic, .NET, HTML/XML, etc., Java Scripting or any other programming language deemed applicable. Implement an application using standard development with MS Access, on or off campus. Web Applications and Development Study and Write code in Dreamweaver and or .NET and publish to the Internet. Maintain several web sites that are already up for non-profit or University web sites. Externship Experience: Go onsite to a WWU business partner once a week and shadow an IT professional in Central MO or campus UIT experience if available. Networking Applications: Load, setup, install and maintain network OS workstations in a lab experience.

Credits: 3.00

### **MIS 400 Advanced Projects**

Through Project development, students will create, analyze and apply various theories and concepts to project development.

Credits: 3.00

### **MIS 401 MIS Internship I**

Management Information Systems internships provide students with the opportunity for hand-on application of the theories and applications they have learned in the classroom. For each credit hour obtained in the internship, the student is required to work 40 hours in an approved organization. A 2 credit hour internship = 80 hours, 3 credit hours = 120 hours, etc. Prerequisite: Approval of the division chair and 2.5 or higher GPA in the major.

Credits: 1.00

### **MIS 402 MIS Internship II**

Management Information Systems internships provide students with the opportunity for hand-on application of the theories and applications they have learned in the classroom. For each credit hour obtained in the internship, the student is required to work 40 hours in an approved organization. A 2 credit hour internship = 80 hours, 3 credit hours = 120 hours, etc. Prerequisite: Approval of the division chair and 2.5 or higher GPA in the major.

Credits: 2.00

### **MIS 403 MIS Internship III**

Management Information Systems internships provide students with the opportunity for hand-on application of the theories and applications they have learned in the classroom. For each credit hour obtained in the internship, the student is required to work 40 hours in an approved organization. A 2 credit hour internship = 80 hours, 3 credit hours = 120 hours, etc. Requires approval of the division chair. Prerequisite: Approval of the division chair and 2.5 or higher GPA in the major.

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Credits: 3.00

### **MIS 404 MIS Internship IV**

Management Information Systems internships provide students with the opportunity for hand-on application of the theories and applications they have learned in the classroom. For each credit hour obtained in the internship, the student is required to work 40 hours in an approved organization. A 2 credit hour internship = 80 hours, 3 credit hours = 120 hours, etc. Prerequisite: Approval of the division chair and 2.5 or higher GPA in the major.

Credits: 4.00

### **MIS 405 MIS Internship V**

Management Information Systems internships provide students with the opportunity for hand-on application of the theories and applications they have learned in the classroom. For each credit hour obtained in the internship, the student is required to work 40 hours in an approved organization. A 2 credit hour internship = 80 hours, 3 credit hours = 120 hours, etc. Prerequisite: Approval of the division chair and 2.5 or higher GPA in the major.

Credits: 5.00

### **MIS 406 MIS Internship VI**

Management Information Systems internships provide students with the opportunity for hand-on application of the theories and applications they have learned in the classroom. For each credit hour obtained in the internship, the student is required to work 40 hours in an approved organization. A 2 credit hour internship = 80 hours, 3 credit hours = 120 hours, etc. Prerequisite: Approval of the division chair and 2.5 or higher GPA in the major.

Credits: 6.00

### **MIS 407 MIS Internship VII**

Management Information Systems internships provide students with the opportunity for hand-on application of the theories and applications they have learned in the classroom. For each credit hour obtained in the internship, the student is required to work 40 hours in an approved organization. A 2 credit hour internship = 80 hours, 3 credit hours = 120 hours, etc. Prerequisite: Approval of the division chair and 2.5 or higher GPA in the major.

Credits: 7.00

### **MIS 408 MIS Internship VIII**

Management Information Systems internships provide students with the opportunity for hand-on application of the theories and applications they have learned in the classroom. For each credit hour obtained in the internship, the student is required to work 40 hours in an approved organization. A 2 credit hour internship = 80 hours, 3 credit hours = 120 hours, etc. Prerequisite: Approval of the division chair and 2.5 or higher GPA in the major.

Credits: 8.00

### **MIS 409 MIS Internship IX**

Management Information Systems internships provide students with the opportunity for hand-on application of the theories and applications they have learned in the classroom. For each credit hour obtained in the internship, the student is required to work 40 hours in an approved organization. A 2 credit hour internship = 80 hours, 3 credit hours = 120 hours, etc. Prerequisite: Approval of the division chair and 2.5 or higher GPA in the major.

Credits: 9.00

**MIS 410 MIS Internship X**

Management Information Systems internships provide students with the opportunity for hand-on application of the theories and applications they have learned in the classroom. For each credit hour obtained in the internship, the student is required to work 40 hours in an approved organization. A 2 credit hour internship = 80 hours, 3 credit hours = 120 hours, etc. Prerequisite: Approval of the division chair and 2.5 or higher GPA in the major.

Credits: 10.00

**MIS 411 MIS Internship XI**

Management Information Systems internships provide students with the opportunity for hand-on application of the theories and applications they have learned in the classroom. For each credit hour obtained in the internship, the student is required to work 40 hours in an approved organization. A 2 credit hour internship = 80 hours, 3 credit hours = 120 hours, etc. Prerequisite: Approval of the division chair and 2.5 or higher GPA in the major.

Credits: 11.00

**MIS 412 MIS Internship XII**

Management Information Systems internships provide students with the opportunity for hand-on application of the theories and applications they have learned in the classroom. For each credit hour obtained in the internship, the student is required to work 40 hours in an approved organization. A 2 credit hour internship = 80 hours, 3 credit hours = 120 hours, etc. Prerequisite: Approval of the division chair and 2.5 or higher GPA in the major.

Credits: 12.00

**MIS 425 Enterprise Collaboration Software**

This course analyzes and assesses the managerial applications of Internet technology for a successful Web-based competitive organization. The application of management principles to business-to-consumer, business-to-business, and intra-business commercial ventures are examined. Topics: Electronic business models; the forces driving the widespread implementation of EC; the critical success factors for on-line retailing; proactive strategies for EC operations; on-line consumer trends and behaviors; web advertising and promotion strategies; EC and service industries; business-to-business electronic commerce models; electronic payment systems; EC strategy implementation; and environments that impact electronic commerce.

Credits: 3.00

**MIS 450 Systems Analysis**

The Systems Analysis course is a study of the methods for structured analysis and design of Information Systems. Topics include data definition, flow charting, data flows and more.

Credits: 3.00

**MIS 475 Mngmnt Information Systems/Capstone**

This course is designed to prepare the student for a role in the management of information field. Topics covered will include systems development, acquisition, control, organization and the computer processing environment. Students will partner with a business in developing and/or maintaining an information systems challenge project. Prerequisite: MIS major with Senior standing

Credits: 3.00



Military Sci & Ldrshp (ROTC)

**MSL 010 Foundations of Officership**

Introduces issues and competencies that are central to a commissioned officer's responsibilities; establishes a framework for understanding officership, leadership, and Army values and addresses "life skills" including fitness and time management; and designed to give an accurate insight into the Army Profession and the officer's role within the Army.

Credits: 1.00

**MSL 022 Tactics and Officership**

Introduce basic tactical principles; examine the roots of national and Army values; apply principles of ethical decision making; examine the legal and historical foundations, duties, and functions of officers; analyze the role officers played in the transition of the Army; teach basic soldier skills and squad level tactical operations.

Credits: 2.00

**MSL 100 Foundations of Officership**

Introduces students to issues and competencies that are central to a commissioned officer's responsibilities. Establish framework for understanding officership, leadership, and Army values followed and "life skills" such as physical fitness and time management.

Credits: 1.00

**MSL 101 Foundations of U.S. Air Force I**

Introduces the Air Force and Air Force ROTC. Topics include professional appearance, military customs and courtesies, core values, equal opportunity and treatment, officer opportunities, group leadership problems. Applies communicative skills. Leadership lab. \*To be completed at University of Missouri Columbia - AERO1100

Credits: 2.00

**MSL 102 Foundations of U.S. Air Force II**

Continues the introduction Lo the Air Force and Air Force ROTC. Topics include Air Force origins, organizations, major commands, installations, sister services (Army and Navy), group leadership problems. Applies communicative skills. Leadership lab. \*To be completed at University of Missouri Columbia - AERO1200

Credits: 2.00

**MSL 110 Intro Military Science Lab I**

Field application of skills taught in MIL\_SC 1100, to include leadership, land navigation, tactical skills and basic soldier skills. Prerequisites: MIL\_SC 1100.

Credits: 1.00

**MSL 120 Basic Leadership**

Establishes foundation of basic leadership fundamentals such as problem solving, communication, briefings and effective writing, goal setting, techniques for improving listening and speaking skills and an introduction to counseling.

Credits: 1.00

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### **MSL 130 Intro Military Science Lab II**

Field application of skills taught in MIL\_SC 1120, to include leadership, land navigation, tactical skills and basic soldier skills. Prerequisites: MIL\_SC 1120.

Credits: 1.00

### **MSL 201 Evolution of USAF Air/Space Power I**

A survey course designed to facilitate the transition from Air Force ROTC cadet to Air Force ROTC officer candidate. Explores Air Force heritage, Air Force leaders and Air Power doctrine. Applies communicative skills. Leadership lab. \*To be completed at University of Missouri Columbia – AERO2100

Credits: 2.00

### **MSL 202 Evolution of USAF AirSpace Power II**

Continues the examination of air and space power from the Vietnam era through the present. Topics include the Vietnam War, the Persian Gulf War, and overseas contingency operations. Applies communicative skills. Leadership lab. \*To be completed at University of Missouri Columbia – AERO2200

Credits: 2.00

### **MSL 301 Air Force Leadership Studies I**

An integrated leadership and management survey course-emphasizing development of the individual as an Air Force leader. Special topics include situational leadership, principle centered leadership, corrective supervision and counseling. Leadership lab. \*To be completed at University of Missouri Columbia – AERO3100

Credits: 3.00

### **MSL 302 Air Force Leadership Studies II**

Air Force leadership principles are examined from the foundation developed in AERO 3100. Ethical decision-making, personal core values and character development are discussed. Military evaluation systems are outlined. Leadership lab. \*To be completed at University of Missouri Columbia – AERO3200

Credits: 3.00

### **MSL 401 Ntnl Scrty Affrs/Prep Actv Duty I**

Examines the national security process, regional studies, Air Force and joint doctrine. Special topics include the military as a profession and civilian control of the military. Continued emphasis on communicative skills. Leadership lab. \*To be completed at University of Missouri Columbia – AERO4100

Credits: 3.00

### **MSL 402 Ntnl Scrty Affrs/Prep Actv Duty II**

Examines civilian control of the military, officership, the military justice system, and current issues affecting military professionalism. Continued refinement of communicative skills. Leadership laboratory. \*To be completed at University of Missouri Columbia – AERO4200

Credits: 3.00

## Music

### **MUS 101 Music Fundamentals -A**

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The introduction of fundamentals in music reading, including treble and bass clef, signatures, scales, time signatures, and rhythm in conjunction with interval singing and aural identification.

Credits: 3.00

### **MUS 103 Music Appreciation -A**

An introduction to the elements of music and the use of these elements in various musical styles including masterpieces of Western music, popular and folk music, as well as music of other cultures.

Credits: 3.00

### **MUS 111 Jazz, Pop and Rock -A**

An examination of the various "popular" music genres. This course aims to develop listening ability and comprehension while tracing the development of these styles in the 20th century.

Credits: 3.00

### **MUS 171 Music History I -A**

Study of music from Ancient Greece through the Baroque periods. Composers, musical styles and musical forms will be discussed.

Credits: 3.00

### **MUS 200 Introductory Projects**

Credits: 3.00

### **MUS 211 Applied Piano I**

Beginning to intermediate individual piano instruction. One 30-minute session per week. Beginning students learn notes, rhythm, simple musical fundamentals and apply these to the keyboard. Intermediate students express greater musical progression with appropriate literature. Course is repeatable for credit up to eight times. Course Fee

Credits: 1.00

### **MUS 212 Applied Piano II**

Advanced individual piano instruction. One 60-minute session per week. Concentration on expanding repertoire, intensified musical expression and complete musical production. Prerequisite: audition required and permission of the instructor. Course is repeatable one time. Course Fee

Credits: 2.00

### **MUS 221 Applied Voice I**

Individual beginning vocal instruction. One 30-minute session per week arranged with the vocal instructor. Student learns basic concepts of the vocal instrument focusing on breathing, pitch, vowel placement and intonation. Student applies learned techniques to appropriate literature. Course is repeatable for credit up to eight times. Course Fee

Credits: 1.00

**MUS 222 Applied Voice II**

Individual advanced vocal instruction. One 60-minute session per week arranged with the vocal instructor. Student learns more advanced concepts of the voice and applies learned techniques to more advanced vocal literature. Prerequisite: Audition with and permission of the instructor. Course is repeatable one time. Course Fee

Credits: 2.00

**MUS 241 Jameson Singers**

A vocal ensemble concentrating on the balancing and blending of voices. SATB or SSA (depending on enrollment) No audition required. However participant must be able to sing in order to stay in the ensemble.

Credits: 2.00

**MUS 271 Music History II -A**

Study of music from classic through the contemporary periods. Composer, musical styles and musical forms will be discussed.

Credits: 3.00

**MUS 300 Independent Study**

Credits: 3.00

**Nursing**

**NUR 301 Transition to Professional Nursing**

As an introduction to professional nursing, students will examine the history and evolution of professional nursing, how changes in healthcare influence professional nursing and implications for delivery, professional nursing roles, and the future of professional nursing. Prerequisite: Admission to the BSN or BSN completion program for registered nurses.

Credits: 3.00

**NUR 310 Nursing Research**

This course will prepare the students to understand and critically evaluate nursing research. The student will be able to apply the principles of the research process and apply these principles to health disciplines. This course will begin the process of research inquiry and prepare the student for NUR 410. Prerequisite: MAT114 and Admission to the BSN or BSN completion program for registered nurses.

Credits: 3.00

**NUR 320 Health Assessment**

This course will build upon improvement and application of assessment practices of both physical and mental health. Assessment across the lifespan and unique challenges of population health will be addressed. Prerequisite: Admission to the BSN or BSN completion program for registered nurses.

Credits: 3.00

**NUR 350 Nursing Informatics**

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This course will develop skills for managing the integration of health, computer and information to support healthcare and research. The relevancy of data collection and its use for research through EHR systems will be examined and its application to the nursing process. Prerequisite: Admission to the BSN or BSN completion program for registered nurses.

Credits: 3.00

### **NUR 360 Individual and Family Assessment**

Assessment of individuals and families will be examined in the context of healthcare and the nursing process. Social determinants of health and nursing theory will be examined and applied throughout the course to improve care of the population. Prerequisite: Admission to the BSN or BSN completion program for registered nurses

Credits: 3.00

### **NUR 370 Issues in Rural Health Nursing**

Rural health issues and the unique challenges faced by nurses will be examined. Topics to be covered include access to health care, FQHCs, funding issues, staffing, and population health. Critical thinking and inquiry will be introduced in addition to problem solving skills. Prerequisite: Admission to the BSN or BSN completion program for registered nurses

Credits: 3.00

### **NUR 380 Issues in Mental Health Nursing**

Examination of current issues within mental health care will be emphasized. The history of mental health care and its evolution to present day care is covered. Challenges to access to care and alternative providers of care will be explored. Prerequisite: Admission to the BSN or BSN completion program for registered nurses

Credits: 3.00

### **NUR 410 Advanced Research and Scholarly Writing**

This course builds upon basic research skills. The student will apply the principles of the research process and apply these principles to health disciplines. The student will apply the principles of dissemination through both verbal and written presentations. Prerequisite: NUR310

Credits: 3.00

### **NUR 450 Advanced Leadership and Management**

Advanced leadership principles are applied in this course. Management within and outside of acute care settings are examined. The role of the nurse as a leader in the profession is emphasized. Clinical experience of 16 hours is required. Prerequisite: NUR301

Credits: 3.00

### **NUR 470 Special Topics in Nursing**

This allows for exploration in an area of specialized nursing. This course may require a clinical experience. This can only be taken for a maximum of 3 credit hours. Prerequisite: Admission to the BSN or BSN completion program for registered nurses. May be taken with permission and approval of a detailed plan of study.

Credits: 3.00

### **NUR 480 Evidence Based Practice**

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Examination of how evidence-based research influences nursing practice. Critical examination and reflection of qualitative and quantitative evidence and interpretation of the results will be emphasized. Prerequisite: Admission to the BSN or BSN completion program for registered nurses

Credits: 3.00

### **NUR 490                      Community/Public Health Capstone/Clinical**

Focus on public and community health is emphasized. Care of individuals in diverse and non-traditional settings is explored. Application of population health and its importance in understanding health promotion, disease prevention and protection of individuals and communities through critical thinking and application is emphasized. Clinical experience of no less than 64 hours is required. Pre-requisite: Admission to the BSN or BSN completion program for registered nurses. This course is to be taken the final semester of the degree program

Credits: 4.00

## Physical Education

### **PED 108                      Outdoor Adventure Activities**

Students will benefit from this class by being asked to participate in many different learning experiences that include outdoor activities such as fishing, kayaking, sand volleyball, archery, camping, and Treasure Hunting/Geocaching. Students will also explore how to work together as a team by completing low ropes team building activities. This course blends lifetime activities with valuable leadership and communication skills. No prior experience is needed and equipment will be provided. Activity course.

Credits: 2.00

### **PED 113                      Fitness**

An activity course to develop healthy lifestyles through diet, aerobic and anaerobic activities, and lifelong exercise.

Credits: 1.00

### **PED 123                      Folk and Square Dancing**

Credits: 1.00

### **PED 135                      Team Sports**

An activity course to develop an understanding of the strategies, rules, equipment, facility needs, coaching and fundamentals of a variety of team sports.

Credits: 1.00

### **PED 136                      Individual and Dual Sports**

An activity course to develop an understanding of the strategies, rules, equipment, facility needs, coaching and fundamentals of a variety of individual and dual sports.

Credits: 1.00

### **PED 137                      Flexibility and Stretching**

An activity course to develop an understanding of the strategies, rules, equipment, facility needs, coaching and fundamentals of a variety of team sports.

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Credits: 1.00

### **PED 142                    Beginning Golf**

The basics of the game of golf will be taught in this introductory course. Students will learn the rules, basic grip, swing dynamics, and all aspects of the game, etiquette, and history of this lifetime sport. Activity course.

Credits: 1.00

### **PED 200                    Introductory Projects**

Special one-semester classes and seminars with varying subject matter. Course topics will be announced in the schedule of classes. May be taken three times for credit with change of topic.

Credits: 3.00

### **PED 250                    History and Philosophy of Teaching Physical Education and Movement Concepts**

This course will provide students the opportunity to see how teaching physical education and movement concepts has evolved over time. This course will also teach students the skills necessary to become better teachers of movement based concepts through knowledge of instructional lesson design and delivery methods. Students will engage in both direct instruction and hands on activities including individual/dual sports, fitness and teamwork concepts, and team sports.

Credits: 3.00

### **PED 300                    Independent Study**

Individually directed study on a topic not covered by regular course offerings. Requires permission of the instructor and the division chair.

Credits: 3.00

### **PED 307                    Methods of Teaching PE K-4**

This course is a study of teaching methods and techniques unique to children in Pre K – 4 developmental stages of learning. Instructional methodology, curriculum development, lesson planning and implementation and sequential skill instruction will be included in this course.

Credits: 3.00

### **PED 308                    Creative Movement**

This course includes lecture, laboratory experiences, experimentation, and research in order to provide the student with a wide variety of knowledge and material for using creative movement.

Credits: 3.00

### **PED 352                    Instrctnl Techniques in Health K-12**

To develop an understanding and competency in teaching health, nutrition, and safety in the elementary grades. Required for K-12 Physical Education, Early Childhood, and Elementary Education majors.

Credits: 3.00

### **PED 400                    Advanced Projects**

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Special one-semester classes and seminars with varying subject matter designed for majors at the junior and senior level. The topic will be announced in the schedule of classes. May be taken three times for credit with change of topic. Requires permission of instructor and the division chair.

Credits: 3.00

### **PED 401                    Thry Coaching Baseball and Softball**

This course deals with teaching the fundamentals of the offensive and defensive aspects of baseball and softball, techniques in scouting and officiating being considered. \*This course does not meet the requirements of a degree in Physical Education.

Credits: 2.00

### **PED 402                    Thry Coaching Track/Field & Crs Cnt**

This course deals with teaching the fundamentals of Track & Field and Cross Country, techniques of all events and officiating will also be considered. \*This course does not meet the requirements of a degree in Physical Education.

Credits: 2.00

### **PED 403                    Theory of Coaching Football/Soccer**

This course deals with teaching the fundamentals of the offensive and defensive systems in football and soccer, techniques in scouting and officiating being considered. \*This course does not meet the requirements of a degree in Physical Education.

Credits: 2.00

### **PED 404                    Theory of Coaching Basket/Volleybll**

This course deals with teaching the fundamentals of the offensive and defensive aspects of basketball and volleyball, techniques in scouting and officiating being considered. \*This course does not meet the requirements of a degree in Physical Education.

Credits: 2.00

### **PED 418                    Methods of P.E. (6-12)**

A theoretical and practical study of the teaching of Physical Education at the secondary level. Relevance will be placed on instructional methods and materials used in the teaching field.

Credits: 3.00

## Philosophy

### **PHL 101                    Introduction To The Bible -T**

The literature of the Old and New Testaments is examined in the context of developing Judiasm and Christianity. Major problems of Judaism and Christianity as reflected in the Bible are explored.

Credits: 3.00

### **PHL 102                    World Religions -D**

A study of the origins, development, and principal doctrines of the major living religions of the world. Primary focus is on: Hinduism, Buddhism, Confucianism, Taoism, Judaism, Christianity, and Islam.



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Credits: 3.00

### **PHL 105**                      **Intro to Philosophy -T**

An examination of the scope, methods, and content of philosophy through a study of major thinkers and issues in the western tradition. Topics to include: free will versus determinism, the mind-body problem, justification of religious beliefs, limits of human knowledge, personal immortality, and the meaning of life.

Credits: 3.00

### **PHL 107**                      **Critical Thinking -T**

An examination of the distinction between correct and incorrect reasoning. Instruction and practice in strategies for presenting, analyzing, and evaluating argumentation and reasoning. Prerequisites: MAT 099 and ENG 099 or equivalent.

Credits: 3.00

### **PHL 116**                      **Biomedical Ethics -E**

An introduction to the moral issues, arising from recent developments in medicine and the biological sciences. Topics to include: abortion, care of defective newborns, genetic counseling and screening, experimentation on human subjects, allocation of scarce medical resources, euthanasia, population control, and feeding the world's hungry. Emphasis on training students to analyze, evaluate, articulate, and defend logical positions on issues.

Credits: 3.00

### **PHL 200**                      **Introductory Projects**

Special one-semester classes and seminars with varying subject matter. The topic of the course will be announced in the schedule of classes. May be taken three times for credit with change of topic.

Credits: 3.00

### **PHL 212**                      **Ethics -E**

An historical introduction through reading of the great moral philosophers in the western tradition, with a focus on theories of value, obligation, and responsibility. Particular topics include: hedonism, utilitarianism, egoism, relativism, subjectivism, emotivism, nihilism, naturalism, intuitionism, divine command ethics, and contract theories. Figures include: Plato, Aristotle, Hobbes, Bentham, Kant, Mill, and Nietzsche.

Credits: 3.00

### **PHL 228**                      **Philosophy of Religion**

Critical examination of the principal concepts and doctrines of the Judeo-Christian-Islamic tradition. Topics to include: religious experience, proofs of God's existence, faith versus reason, mysticism, critiques of religion, evil, atheism, miracles, immortality, and myth. Readings from classical and contemporary sources. Prerequisites: PHL 105 or PHL 221

Credits: 3.00

### **PHL 300**                      **Independent Study**

Individually directed study on a topic not covered by regular course offerings. Requires permission of the instructor and the division chairperson. (Lab fee)

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Credits: 3.00

### **PHL 366 Interdisciplinary Honors Studies**

The course allows students to focus on a narrow topic, examining it from two diverse academic disciplines. Topics will vary. (The course is open to honors program participants)

Credits: 3.00

### **PHL 400 Advanced Projects**

Special one-semester classes and seminars with varying subject matter designed for majors at the junior and senior level. The topic will be announced in the schedule of classes. May be taken three times for credit with change of topic. Requires permission of instructor and the division chair.

Credits: 3.00

## Physics

### **PHY 201 Physics I -N**

An introductory physics course covering the topics of mechanics, thermodynamics, vibrations, and wave motion with an emphasis on critical thinking and problem solving. Computing software is used to provide interactive instruction and develop connections to the mathematical principals involved. Regular in-class demonstrations are performed and discussed in order to enhance conceptual understanding. Concurrent enrollment in PHY 202 required. (Lab Fee)

Credits: 4.00

### **PHY 202 Physics I Lab**

The laboratory component of Physics I which reinforces and expands on concepts taught in the lecture. While conducting experiments, students will make observations about physical systems and collect numerical data. Emphasis is placed on identifying patterns and relationships in physical parameters. Students develop hypotheses in order to make predictions and verify presumptions. Formal lab reports are used to summarize relevant findings. Corequisite: PHY 201

Credits: 0.00

### **PHY 203 Physics I Lab for transfer students**

Includes laboratory exercises selected to reinforce and augment the physics lecture course that students earned credit for at a previous institution. Available only to students with posted transfer credit for PHY201 at time of enrollment.

Credits: 1.00

### **PHY 212 Physics II -N**

A continuation of the introductory physics sequence which covers topics in electrostatics, magnetism, optics, and modern physics. Fundamental concepts from Physics I are described in greater complexity. Students are expected to apply their understanding of energy, mass, force, and inertia to more advanced problems involving atomic systems. Demonstrations and computational simulations are used to increase conceptual understanding. Concurrent enrollment in PHY 213. (Lab Fee) Prerequisite: PHY 201.

Credits: 4.00

**PHY 213                      Physics II Lab**

The laboratory component of Physics II which reinforces and expands on concepts taught in the lecture. Group experiments are conducted in order to analyze the behavior of physical systems. Emphasis is placed on interpretation and inference as students are expected to use knowledge from the previous course to explain physical phenomena. Computational interface equipment and graphing software are used extensively. Students design and construct their own experiment on two occasions. Corequisite: PHY 212

Credits: 0.00

**PHY 315                      Modern Physics**

An upper-division physics course exploring selected topics in contemporary physics, including: quantum physics, atoms, molecules, condensed matter, nuclei, relativity, and elementary particles. Prerequisite: PHY212 and PHY213

Credits: 3.00

**PHY 318                      Mathematical Methods in Physics**

This course provides an overview of applied mathematics in the sciences. Common mathematical functions, transforms, and operations are presented in the context of advanced physics problems. Students will develop a computational framework and a practical problem-solving approach which will assist them throughout the remainder of the major coursework.

Credits: 3.00

**PHY 321                      Classical Mechanics**

This course presents an advanced treatment of Newtonian mechanics. Specific emphasis will be placed on developing the Lagrangian and Hamiltonian formalisms. Students will learn to establish complex expressions for potential and kinetic energy terms in order to solve sophisticated equations of motion.

Credits: 3.00

**PHY 360                      Thermodynamics & Statistical Mchncs**

This course provides a description of thermal energy on the atomic scale. Boltzmann statistics are used to represent averaged physical properties for individual atoms. The relationship between macrostates and microstates is explore in the contest of quantifiable measurements. Students will develop additional thermodynamic variables, such as enthalpy, in the framework of classical thermal physics.

Credits: 3.00

**PHY 366                      Interdisciplinary Honors Studies**

The course allows students to focus on a narrow topic, examining it from two diverse academic disciplines. Topics will vary. (The course is open to honors program participants)

Credits: 3.00

**PHY 381                      Electrostatics & Magnetism**

This course develops an advanced treatise of stationary charged particles. Emphasis is placed on time-independent Maxwell's equations, specifically Gauss' Law, and the static relationship between electric and magnetic fields. Vector operations, such as the divergence and curl, are utilized in representing field lines, strength, and contours.

Students will expound on their understanding of classical electrostatic properties, such as resistance and potential, on an atomic scale.

Credits: 3.00

**PHY 382                      Electrodynamics**

This course develops an advanced treatise of dynamic charged particles. Emphasis is placed on time-dependent Maxwell's equations, specifically Faraday's Law, and the variational relationship between electric and magnetic fields. Partial differential operators, such as the Laplacian and D'Alembertian, are utilized in representing oscillations. Students will expound on their understanding of classical electrodynamic properties, such as current and flux, on a subatomic scale.

Credits: 3.00

**PHY 421                      Quantum Mechanics I**

A foundational course presenting quantum mechanical descriptions of common systems, Students will develop a quantum formalism associated with specific operators. They will solve for eigenvalues and eigenstates, construct wave functions, and explore the meaning of Heisenberg uncertainty and expectation value. Specific emphasis will be placed on finding solutions to the quantum states in the Hydrogen atom.

Credits: 3.00

**PHY 422                      Quantum Mechanics II**

An applied course relating the fundamental theories of quantum mechanics to specific physical systems, including subatomic particles. Special emphasis will be placed on solutions of the time-dependent and time-independent Schrodinger equations. Perturbation theory and other variational methods will be applied to heavy atoms and solids.

Credits: 3.00

**PHY 450                      Advanced Laboratory Methods**

An advanced laboratory course with an emphasis on student-designed experiments. Students will learn additional laboratory techniques which will assist them in designing, constructing, and performing experiments to measure fundamental physical constants. Students will be expected to use oscilloscopes and bread boards to develop custom circuitry. Programmable interfacing software will be used to acquire, process, and analyze data.

Credits: 3.00

**PHY 460                      Optics**

An advanced treatment of light, with specific emphasis placed on its wave-like behavior. A framework will be developed to describe electromagnetic waves using advanced theorems of electromagnetism. Students will investigate the prediction and description of electromagnetic radiation given by Maxwell's equations. Common diffraction patterns and their corresponding transforms will be studied along with Fresnel coefficients and the interaction of light with matter.

Credits: 3.00

**PHY 480                      Numerical Methods**

A computational physics designed to help students become proficient with numerical methods commonly used in the sciences. Foundational programming concepts, including iterative and selective execution, data types, and

variable declaration will be covered along with specific algorithms. Approaches for simulating physical systems will be presented in the context of solving analytic and approximate equations. Special emphasis will be placed on solving differential and undetermined equations.

Credits: 3.00

**PHY 490 Senior Research Practicum**

A capstone experience designed to finalize student research conducted throughout the course of the physics program. Students will be guided through the preparation of a senior thesis and will present their findings to a group of their peers. The course will also provide information pertaining to post-graduate career options and graduate degrees in physics or a related field.

Credits: 3.00

**Political/Legal Studies**

**PLS 105 Politics and Government -S**

An introduction to the field of political science, including a review of political institutions, political action, theory and practice. The American system of Government will be emphasized.

Credits: 3.00

**PLS 110 American Legal System -S**

An introduction to the American legal system including sources of law, the court systems and fundamental legal principles in several substantive areas of law.

Credits: 3.00

**PLS 200 Introductory Projects**

Special one-semester classes and seminars with varying subject matter. The topic of the course will be announced in the schedule of classes. May be taken three times for credit with change of topic.

Credits: 3.00

**PLS 210 Law, Ethics and Morality -E**

This course takes a critical look at codes of ethics that guide the legal profession and contemporary moral and ethical problems that comprise much of the debate over current legal issues such as abortion, euthanasia, and capital punishment. These topics are examined through the lens of various ethical theories including utilitarianism, categorical imperative, divine command theory and cultural relativism.

Credits: 3.00

**PLS 213 Critical Thinking About Politics -T**

This course will introduce you to the use of critical thinking skills to understand and evaluate political speech and action. The course will be structured around the political principles contained in the Declaration of Independence and the United States Constitution. We will use the tools of critical thinking to engage in analysis and discussion of concepts contained in these documents including the meaning of justice, liberty, equality and freedom. We will then critically evaluate the use of these terms by current political figures and organizations by looking at political speech, proposals, platforms and actions that utilize these terms.

Credits: 3.00

**PLS 300                      Independent Study**

Individually directed study on a topic not covered by regular course offerings. Requires permission of the instructor and the division chairperson.

Credits: 3.00

**PLS 303                      American Jurisprudence**

An introduction to the American legal system through the study of philosophy and theories of law and justice. Prerequisite: PLS110

Credits: 3.00

**PLS 304                      American Political Theory**

An examination of the political philosophies expressed in the Declaration of Independence and the United States Constitution. Considers the viability of these philosophies in the context of contemporary American society and politics.

Credits: 3.00

**PLS 312                      International Law and Politics**

This course will explore international political and legal issues. Discussion will include international courts and legal standards, such as the Hague Convention, International Criminal court and various treaties on human rights as well as the political structure of countries by comparison with the US system.

Credits: 3.00

**PLS 325                      Advocacy**

The substance of law and politics is persuasive communication. This course will explore how this type of communication is utilized in both judicial and political settings. The course will include the theory of argument as well as hands-on application. Law-related advocacy will focus on opening and closing statements; direct and cross examinations; jury instructions; courtroom demeanor; and appellate argument. Political communication will focus on structured debate and formal argument.

Credits: 3.00

**PLS 329                      Conflict & Dispute Resolution**

In-depth examination of theory and application of judicial and non-judicial forms of dispute resolution, including litigation, mediation, and arbitration. Analysis of impact on individuals and society, including economic, social and moral costs.

Credits: 3.00

**PLS 390                      PLS Internship I**

Course requires a minimum of 120 clock hours in an approved work situation. The student must submit a log documenting the work dates and times and describing the work activities according to at least three pre-approved objectives. In addition, the student will submit three essays describing and evaluating each of the following: the role of the on-site supervisor, the quality of the work environment, and the usefulness of extended internships. The student will also prepare a resume. Requires permission of division chair.

Credits: 3.00

**PLS 400**                    **Advance Projects**

Special one-semester classes and seminars with varying subject matter designed for majors at the junior and senior level. The topic will be announced in the schedule of classes. May be taken three times for credit with change of topic. Requires permission of instructor and the division chair.

Credits: 3.00

**PLS 415**                    **Senior Seminar**

A capstone course which promotes integration and connections between general education and the major; fosters integration and synthesis within the major; and promotes integration and connections between the major and the field. To give students the opportunity to review, connect and integrate the knowledge, skills and values developed from the Juvenile Justice, paralegal or political/legal studies major programs; to apply disciplinary theory and methods in independent learning, creativity, and collaborative problem solving; and to link general education learning and major program learning to career development and/or graduate or professional study options. Allow students to demonstrate the practical application of the liberal arts approach to the study of law utilizing the techniques of legal research, analysis and composition to prepare an in-depth research paper.

Credits: 3.00

**PLS 417**                    **Writing and Research in Public Policy**

Students will conduct statistical research and utilize appropriate legal or political research methodology for the purpose of proposing, supporting, and advocating for a legal or political policy. May include a service-learning component. Prerequisite: A statistics course, PLS105 and PLS110

Credits: 3.00

**PLS 445**                    **Constitutional Law**

A case study approach to the allocation of power within the branches of the federal government and between state and federal governments, due process, equal protection, rights of the criminal defendant and the freedoms of speech, religion and privacy. Prerequisite: PLS105 and PLS110

Credits: 3.00

**PLS 450**                    **Political Studies Capstone**

Students must apply for admission to the Political Studies Certificate Program in the sophomore year. The Certificate program credit will be granted in the student's senior year upon successful completion of the student's portfolio. The student will be expected to work with the faculty in the Political Studies Certificate Program to identify and engage in appropriate activities which indicate a strong commitment to public policy and political participation. May include a service-learning component. Prerequisites: A statistics course, PLS105 and PLS110

Credits: 3.00

**PLS 451**                    **Internship II**

Course requires a minimum of 120 clock hours in an approved work situation. In addition to submitting a log of work activities with dates and times, the student will develop a complete portfolio illustrating internship activities and outcomes, with brief explanatory texts. The student will also prepare a resume. Requires permission of division chair.

Credits: 3.00

**PLS 452 Internship III**

Course requires a minimum of 240 clock hours in an approved work situation. In addition to submitting a log of work activities with dates and times, the student will submit a substantial essay according to a pre-approved outline that will describe the relationship or integrations of theory (curriculum) and practice (internship). The discussion of theory and practice should cover knowledge, methodology and value development. Requires permission of division chair.

Credits: 6.00

**PLS 455 Prelaw Certificate Capstone**

Students must apply for admission to the Prelaw Certificate Program in the sophomore year. The Certificate program credit will be granted in the student's senior year upon successful completion of the student's portfolio. The student will be expected to work with the facility in the Prelaw Certificate Program to identify and engage in appropriate activities which indicate a strong commitment to public policy and political participation. May include a service learning component. Prerequisites: A statistics course, PLS105 and PLS110

Credits: 3.00

**Paralegal Studies**

**PRL 302 Law and Paralegalism**

This introductory course is designed to introduce students to the practical aspects of working within the paralegal field and will include examination of the American legal system, paralegal skills and competencies such as legal analysis, interviewing, investigating, legal research and writing and, regulatory and ethical issues facing paralegals, and career options for the paralegal.

Credits: 3.00

**PRL 304 Electronic Legal Research**

This course explains the what, how, and why of legal research. Students will learn Boolean searching and formation of queries in order to facilitate the location of primary legal authority and secondary sources. The skills learned in this course will allow students to research paid legal databases and the Internet for substantive and procedural law and to think critically while moving through the steps to locate statutes and case law in order to assist the attorney in representing a client and their legal issue.

Credits: 3.00

**PRL 306 Civil Practice**

This course introduces the process of civil practice (procedural rules) and the law that governs it (substantive law) and to the skills of investigating and fact gathering which includes interviewing of clients and witnesses. Students will gain practice in drafting the documents necessary for civil matter to proceed through the legal system from filing through trial and post-trial.

Credits: 3.00

**PRL 309 Ethics and the Law Office**

This course includes an overview of the ethical organization and management of the modern law office. Topics include: client billing, responsibilities concerning client funds, case management systems, law office technology and the Code of Professional Responsibility and Ethical Guidelines for both lawyers and non-lawyers. Rules, statutes



and case law governing unauthorized practice of law will be covered. Students will analyze, evaluate, articulate and defend positions on ethical questions.

Credits: 3.00

**PRL 311 Evidence and Fact Gathering**

This course examines the rules governing the admission, exclusion, and presentation of evidence in judicial proceedings. Topics covered in this course include relevancy, authentication, the "Best Evidence" rule: categorical rules of exclusion; character and habit evidence; competency of witnesses; examination and impeachment of witnesses; opinion and expert testimony; presentation of evidence, privilege; the hearsay rule and its exceptions, presumptions and burdens of proof and the scope of judicial notice. Additionally, the course covers strategies for fact-finding, investigation and interviewing techniques for gathering information. Also includes investigative techniques for determining what information is needed and finding, organizing, verifying and documenting the information.

Credits: 3.00

**PRL 315 Family Law**

A study of the law of marriage, annulment, dissolution, guardianship, adoption, custody, legitimacy of children, and issues within the juvenile courts, with emphasis on development of skills pertinent to the paralegal function. Prerequisites: PRL 207 and PRL110 and LGS207 and PLS110

Credits: 3.00

**PRL 318 Criminal Practice**

This course will provide a basic understanding of the substantive and procedural criminal law including due process, probable cause, statutory and case law authorities governing criminal law and the rules of criminal procedure. Students will also review the structure of the criminal courts system. This course provides application of the substantive law and procedural safeguards to a case study in representing either the state or a defendant in a criminal law proceeding. Prerequisites: PLS110 and PRL304

Credits: 3.00

**PRL 321 Administrative & Federal Procedure**

This course presents basic concepts of administrative law and procedure in federal and state agencies. Students will learn advocacy techniques for representing a client in an administrative process. Substantive topics will include administrative delegation of power, rulemaking, agency discretionary powers, remedies, and judicial appeals. Federal law will focus on procedure in Federal courts and applicable state rules. Prerequisites: PLS110 and PRL 304

Credits: 3.00

**PRL 420 Probate and Estate Planning**

This course presents basic concepts of estate planning, elder law issues, and probate law. Students will learn how to assist clients in planning, procedure and conflict resolution related to testamentary and other advanced planning documents; the probate process, and special issues related to aging including minors and adults with physical and/or mental disabilities. This course will include both substantive and procedural law as applied through a hands-on problem-solving format.

Credits: 3.00

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### **PRL 430                      Contracts**

Will provide a basic understanding of the substantive law of contracts. The course focus is on both common law and the uniform commercial code in regard to the basic elements of contract formation and will involve practical research assignments to explore the practical application of the principles of contracts. Prerequisites: PRL302 and PRL304

Credits: 3.00

### **PRL 450                      Torts Law**

Tort law is the area of law that provides a remedy for harms to private individuals. Tort law includes intentional torts and unintentional torts. This course will introduce students to the theory that forms the basis for society's interest in assigning blame and the economic distribution of liability.

Credits: 3.00

### **PRL 475                      Practicum and Capstone**

The capstone/practicum course is the final course in the paralegal studies program. This course will provide students with an opportunity to demonstrate proficiency as a paralegal in two ways. First, through the practicum, students will demonstrate the ability to apply coursework in an actual law office setting, similar to participating in a virtual internship. Second, students will demonstrate their proficiency in legal reasoning through the capstone research and writing assignment.

Credits: 6.00

## Psychology

### **PSY 101                      General Psychology I -S**

An introduction to psychology as a scientific discipline surveying the biological basis of behavior, motivation, learning, sensation, perception, memory, thinking and language.

Credits: 3.00

### **PSY 102                      General Psychology II -S**

An introduction to psychology as a scientific discipline surveying interpersonal behavior, personality development, intelligence, psychopathology, assessment, treatment, and research methodology.

Credits: 3.00

### **PSY 105                      Honors General Psychology (Adler to Zimbardo)**

A more advanced introduction to psychology as a scientific discipline surveying interpersonal behavior, personality development, intelligence, psychopathology, assessment, treatment, and research methodology.

Credits: 3.00

### **PSY 200                      Introductory Projects**

Special one-semester classes and seminars with varying subject matter. The topic of the course will be announced in the schedule of classes. May be taken three times for credit with change of topic.

Credits: 3.00

### **PSY 221                      Educational Psychology -S**

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The study of the psychological principles that support the foundation of educational theory and practice. The student will be able to understand and apply the psychological principles that form the basis of educational theory and practice.

Credits: 3.00

### **PSY 225                      Careers in Psychology**

In this course, students will explore the career paths available to students who major in psychology. Individuals will work on developing career goals and specific plans of action for gaining employment in the field of psychology. Areas of graduate study will also be discussed as well as the job opportunities available to students who pursue advanced degrees.

Credits: 3.00

### **PSY 226                      Child and Adolescent Development -S**

This course focuses on the biological, cognitive, social and physical development of children and adolescents.

Credits: 3.00

### **PSY 285                      Psychology of Personality -S**

A survey of the field of personality, emphasizing modern theoretical approaches, basic methods of investigation and current research findings.

Credits: 3.00

### **PSY 300                      Independent Study**

Individually directed study on a topic not covered by regular course offerings. Requires permission of the instructor and the division chair.

Credits: 3.00

### **PSY 310                      Social Psychology**

An analysis of the patterns that function in intergroup life. The course concentrates on individual behavior in social situations, attitudes, social learning, communications, and dynamics of intragroup relations. Prerequisite - PSY101 and PSY102

Credits: 3.00

### **PSY 312                      Lifespan Development**

This course focuses on biological, cognitive, social and physical development across the lifespan. Prerequisite - PSY101 and PSY102

Credits: 3.00

### **PSY 313                      Statistics for the Social Sciences**

This course focuses on descriptive and inferential statistics in the design, analysis and interpretation of data in psychological research. Students will learn to effectively present data. Practical application is emphasized. Prerequisites: SWK313

Credits: 3.00

**PSY 324 Cognitive Psychology**

An overview of the research and theory in cognitive psychology, including memory, attention, problem solving, and reasoning.

Credits: 4.00

**PSY 326 Psychology of Intimate Relationship**

This course addresses how psychological theory can be applied to intimate relationships. How relationships are formed, maintained and dissolved will be considered. Attraction, conflict, love, equity, communication and stress will also be discussed. Prerequisites:PSY101 and PSY102

Credits: 3.00

**PSY 366 Interdisciplinary Honors Studies**

The course allows students to focus on a narrow topic, examining it from two diverse academic disciplines. Topics will vary. (The course is open to honors program participants)

Credits: 3.00

**PSY 390 PSY Internship I**

Requires a minimum of 120 clock hours in an approved work situation. The student must submit a log documenting the work dates and times and describing the work activities according to at least three pre-approved objectives. In addition, the student will submit three essays describing and evaluating each of the following: the role of the on-site supervisor, the quality of the work environment, and the usefulness of extended internships. The student will also prepare a resume. Requires permission of division chair.

Credits: 3.00

**PSY 400 Advanced Projects**

Special one-semester classes and seminars with varying subject matter designed for majors at the junior and senior level. The topic will be announced in the schedule of classes. May be taken three times for credit with change of topic. Requires permission of the instructor and the division chair.

Credits: 3.00

**PSY 406 Psychology and the Law**

An overview of the psychological study of the legal system. This course will present an overview of how psychological constructs affect jury selection, interview techniques, eyewitness testimonies, crime scene investigations and the evaluation and punishment of criminals.

Credits: 3.00

**PSY 411 Abnormal Psychology**

The study of the factors which lead an individual to pathological behavior, the types of abnormal behavior, and the current methods of therapy. Prerequisite - PSY101and PSY102

Credits: 3.00

**PSY 412 Counseling**

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A comparison of various theories of counseling and psychotherapy with a focus on practical counseling techniques. Emphasis is placed on individual and group techniques which can be directly applied to educational and everyday settings. Prerequisite - PSY101 and PSY102

Credits: 3.00

### **PSY 413                      Advanced Research Project**

This course will allow students to complete a research project in an area of psychology. Students will be guided through the research process including the review of literature, methodology and data analysis. This course is repeatable for credit. Students will be able to repeat this class for credit. Prerequisite: SWK313 and PSY313

Credits: 3.00

### **PSY 450                      Psychology Seminar**

This is a capstone course integrating prior learning and exploring leading research and controversial issues in psychology. This course is based on individual student curricular needs and interests. Students employ skills of analysis, synthesis, and evaluation on topics inherent to the psychology major. Prerequisite - PSY101 and PSY102

Credits: 3.00

### **PSY 451                      PSY Internship II**

Requires a minimum of 120 clock hours in an approved work situation. In addition to submitting a log of work activities with dates and times, the student will develop a complete portfolio illustrating internship activities and outcomes, with brief explanatory texts. The student will also prepare a resume. Requires permission of division chair.

Credits: 3.00

## Reading

### **RDG 099                      College Reading**

This course is to help students develop reading skills strategies for comprehending texts that may be above their current reading level. Students will be expected to demonstrate reading skills competencies using actual texts from their other college sources.

Credits: 3.00

## Sociology

### **SCA 200                      Introductory Projects**

Special one-semester classes and seminars with varying subject matter. The topic of the course will be announced in the schedule of classes. May be taken three times for credit with change of topic.

Credits: 3.00

### **SCA 245                      Ethics in Social Science -E**

In this course we will analyze a variety of ethical issues of contemporary social concern. Among the issues are: abortion, physician-assisted suicide, the death penalty, privacy, pornography and censorship, social justice and affirmative action, gender issues, genetic engineering, cloning, and reproductive technology, environmental ethics and treatment of animals. The principal focus of the course will be on a careful study and critical examination of arguments and the application of those arguments to current events, issues in research specific to the disciplines

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and practice issues in Sociology and Social Work. The design of the course is to familiarize you with the tools needed to make more and ethical decisions that go across both disciplines. Sociology is a discipline that looks at society as a group and involves social ethics, legal ethics, environmental ethics, gender ethics, family ethics, bioethics, racism and sexism issues as well as personal and practical ethics. We will answer the questions of, what are our moral obligations to others? How can moral disagreements be rationally settled? What rights must a just society accord its citizens? What constitutes a valid excuse for wrong-doing?

Credits: 3.00

### **SCA 300                      Independent Study**

Individually directed study on a topic not covered by regular course offerings. Requires permission of the instructor and the division chair.

Credits: 3.00

### **SCA 353                      Race and Ethnicity -D**

A comprehensive study of minority group relations. Attention is given to the social history of racial and ethnic minorities, the social nature and consequences of ethnic differentiation, patterns of inter-ethnic contacts, inequality, assimilation, ethnic and racial conflict and accommodation.

Credits: 3.00

### **SCA 366                      Interdisciplinary Honors Studies**

The course allows students to focus on a narrow topic, examining it from two diverse academic disciplines. Topics will vary. (The course is open to honors program participants)

Credits: 3.00

### **SCA 400                      Advanced Projects**

Special one-semester classes and seminars with varying subject matter designed for majors at the junior and senior level. The topic will be announced in the schedule of classes. May be taken three times for credit with change of topic. Requires permission of instructor and the division chair.

Credits: 3.00

## Science

### **SCI 130                      Foundations of Science -N**

An introductory science course which includes fundamental topics in chemistry, earth science, and astronomy. Emphasis is placed on developing essential problem-solving skills as sample problems are often solved in small groups while strategies and techniques are discussed. Computing software is used to provide interactive instruction and develop intuition about the presented formulas. Regular in-class demonstrations are performed in order to enhance conceptual understanding. Co-req: SCI131 Foundations of Science Lab.

Credits: 4.00

### **SCI 131                      Foundations of Science Lab**

The laboratory component of Foundations of Science which reinforces and expands on concepts taught in the lecture. An emphasis is placed on following the scientific method as students apply the pattern of observing, developing hypotheses, collecting data, and testing theories. The process of writing a formal lab report is also

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established as students document, summarize, and draw conclusions from their findings. Co-req: SCI130  
Foundations of Science

Credits: 0.00

### **SCI 200                      Introductory Projects**

Special one-semester classes and seminars with varying subject matter. The topic of the course will be announced in the schedule of classes. May be taken three times for credit with change of topic.

Credits: 3.00

### **SCI 205                      The Scientific Enterprise -N**

An exploration of the multi-faceted nature of science and its impact on history, from Galileo to Pasteur and beyond. Emphasis is placed on scientific approaches and historical development. The role of science in society is addressed and the important consequences of various discoveries are discussed. The evolution of science from early natural philosophy to the familiar scientific method is examined in the context of contributions made by individual scientists.

Credits: 3.00

### **SCI 223                      What is Life? - N**

Inspired by Jay Phelan's "What is Life?", this four-credit online-only course will explore the foundations of biological science. As a part of their fulfillment of the Natural Science General Education Objectives, students will develop knowledge in the interdisciplinary nature of all natural sciences by integrating physical and chemical theories into explanations of how life works. Students will be expected to apply some of the content discussed in this class to their local environments, apply quantitative reasoning, and produce cogent writing samples in a scientific manner. Concurrent enrollment in SCI224 is required.

Credits: 4.00

### **SCI 224                      What is Life? Lab**

What is life Lab. Concurrent enrollment in SCI223 is required.

Credits: 0.00

### **SCI 230                      Earth Science Lecture -N**

A study of the various physical aspects of the earth, including the atmosphere, the biosphere and the geomorphology. There are required field trips. (Special Fee)

Credits: 3.00

### **SCI 300                      Independent Study**

Individually directed study on a topic not covered by regular course offerings. Requires permission of the instructor and the division chair. (Lab fee)

Credits: 3.00

### **SCI 366                      Interdisciplinary Honors Studies**

The course allows students to focus on a narrow topic, examining it from two diverse academic disciplines. Topics will vary. (The course is open to honors program participants)

Credits: 3.00

## Sports Management

### **SMG 100 Introduction to Sports Management**

This course is an introduction to the field of sport management. Career options and managerial content will be reviewed. Foundation studies of sport, including history, philosophy, and professional skills will be discussed.

Credits: 3.00

### **SMG 180 SMG Portfolio Development**

An introduction to the William Woods University Electronic Portfolio process that is required for all Sport Management students.

Credits: 1.00

### **SMG 200 Introductory Projects**

Special one-semester classes and seminars with varying subject matter. Course topics will be announced in the schedule of classes. May be taken three times for credit with change of topic.

Credits: 3.00

### **SMG 310 Sports Law**

This course is an exploration of the current relationship of the law to organized secondary schools and collegiate sports. It provides professionals in athletics with basic knowledge of a wide range of legal principles that relate to the performance of their duties. A major focus of this course is a review of judicial opinions on legal issues that have frequently arisen in cases involving organized athletics.

Credits: 3.00

### **SMG 321 Sports Marketing**

This course is designed to provide students with a broad and contemporary overview of the sport marketing field. This course will compare and contrast the field of sport and entertainment marketing with the practices and applications of mainstream marketing. It will also provide students with three basic components of sport marketing (a) the use of sports as a marketing tool for other products; (b) the marketing of sports products; and (c) the emerging considerations relevant for both marketing through and the marketing of sports. Prerequisites: SMG100

Credits: 3.00

### **SMG 390 SMG Internship I**

The Exercise Science/Sport Management Internship is designed to offer students the opportunity to learn more about various professions associated with an Exercise major and the individuals who make up those professions. Internships offered should provide real-life experiences that compliment that which is taught in the classroom. Personal and professional growth is fostered through the proper balance of guidance and independence and the acceptance of responsibility.

Credits: 3.00

### **SMG 400 Advanced Projects**



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Special one-semester classes and seminars with varying subject matter designed for majors at the junior and senior level. The topic will be announced in the schedule of classes. May be taken three times for credit with change of topic. Requires permission of instructor and the division chair.

Credits: 0.00

### **SMG 406                      Management of Athletics**

A study in the development and promotion of educationally sound programs.

Credits: 3.00

### **SMG 412                      Economic & Financial Mngmnt of Spprt**

This course is designed to provide students with an introduction to financial analysis and revenue generation techniques essential for organizational effectiveness. It will also provide students with a comprehensive synopsis of the application of economic and financial management used in the sport organization decision making context. Prerequisites: SMG100

Credits: 3.00

### **SMG 450                      Sport Management Senior Seminar**

Usually taken in the last semester of study, the Sport Management Senior Seminar is the capstone course in the sport management concentration. Through examination and analysis of sports business operations from a meta-perspective, it aims to tie together the elements mastered in the sport management concentration. Though specific topics, emphases, and case studies vary term to term.

Credits: 3.00

### **SMG 451                      SMG Internship II**

Course requires a minimum of 120 clock hours in an approved work situation. In addition to submitting a log of work activities with dates and times, the student will develop a complete portfolio documenting internship activities and outcomes, with brief explanatory texts. The student will also prepare a resume. Requires permission of the instructor and the division chair.

Credits: 3.00

### **SMG 452                      SMG Internship III**

This course requires a minimum of 240 clock hours in an approved work situation. In addition to submitting a log of work activities with dates and times, the student will submit a substantial essay according to a preapproved outline that will describe the relationship or integration of theory (curriculum) and practice (internship). The discussion of theory and practice should cover knowledge, methodology and value development. The student will also prepare a resume. Requires the permission of the instructors and the division chair.

Credits: 6.00

## Spanish

### **SPA 101                      Elementary Spanish I -D**

Functional skills approach for beginning students, focusing on developing the ability to communicate as well as an awareness and appreciation of Hispanic culture.

Credits: 3.00

**SPA 102 Elementary Spanish II -D**

Further development of communication skills. Continued study of Hispanic culture, new linguistic structures, and vocabulary to enable students to express and defend opinions, to narrate, and to describe. Prerequisite - SPA 101 or 2 years of high school Spanish.

Credits: 3.00

**SPA 110 Introduction to Hispanic Cultures**

This is an introductory course for students interested in understanding Hispanic culture from general concepts of culture to different art expressions. How does a major geographical area come to be defined as Hispanic? What diverse elements merge together to form an identity? How are the concepts of culture, nation, language, geography, and power understood, invented or defined in our contemporary world? The course will address these topics, among others, through an organized focus of four fundamental elements: FAMILY (organization of the household, gender roles and personal interrelations); ETHNIC DIVERSITY (contributions to culture according to ethnicity); BELIEF SYSTEMS (religions, supernatural and superstitions –including holidays and practices); and ENTERTAINMENT (sports, telenovelas, secular celebrations).

Credits: 3.00

**SPA 200 Introductory Projects**

Special one-semester classes and seminars with varying subject matter. The topic of the course will be announced in the schedule of classes. May be taken three times for credit with change of topic.

Credits: 3.00

**SPA 203 Intermediate Spanish I**

Emphasis on communication, pair and group work and learning in context. Continued promotion of development of listening, speaking, reading, and writing skills. Further study of Hispanic culture and civilization. Prerequisite - SPA 102 or 4 years of high school Spanish.

Credits: 3.00

**SPA 204 Intermediate Spanish II**

Continued opportunities to improve listening, speaking, reading and writing skills. Review of grammar and introduction of additional vocabulary needed to express ideas and opinions related to Hispanic culture and literature. Prerequisite: SPA 203

Credits: 3.00

**SPA 300 Independent Study**

Individually directed study on a topic not covered by regular course offerings. Requires permission of the instructor and the division chair.

Credits: 3.00

**SPA 303 Advanced Spanish Conversation**

Continued practice with Spanish language needed to survive in situations in which Spanish must be used. In addition students will have the opportunity to discuss contemporary issues through newspaper and magazine articles and cultural readings. Prerequisite - SPA 204

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Credits: 3.00

### **SPA 351 Introduction to Hispanic Literature**

Selected reading from important works of Hispanic literature designed to give the student an introduction to the most important writers of the Hispanic world. Prerequisite: SPA 204 or permission of the instructor.

Credits: 3.00

### **SPA 366 Interdisciplinary Honors Studies**

The course allows students to focus on a narrow topic, examining it from two diverse academic disciplines. Topics will vary. (The course is open to honors program participants)

Credits: 3.00

### **SPA 377 Spanish Civilization**

An introduction to Spanish culture and civilization as it has developed over the centuries. Prerequisite: SPA 204 or permission of instructor.

Credits: 3.00

### **SPA 381 Advanced Grammar and Composition**

A systemic study of Spanish grammar and syntax. Oral and written exercises are designed to develop proficiency both in spoken and written Spanish. Prerequisite: SPA 204

Credits: 3.00

### **SPA 390 SPA Internship I**

Requires a minimum of 120 clock hours in an approved work situation. The student must submit a log documenting the work dates and times and describing the work activities according to at least three preapproved objectives. In addition, the student will submit three essays describing and evaluating each of the following: the role of the on-site supervisor, the quality of the work environment, and the usefulness of extended internships. The student will also prepare a resume. Requires permission of the division chair.

Credits: 3.00

### **SPA 400 Advanced Project**

Special one-semester classes and seminars with varying subject matter designed for majors at the junior and senior level. The topic will be announced in the schedule of classes. May be taken three times for credit with change of topic. Requires permission of instructor and the division chair.

Credits: 3.00

## Social Studies

### **SST 150 Human Sexuality**

This course is a one-credit hour seminar on various topics in human sexuality with several experts as guest lecturers. It is intended to cultivate the student's ability to identify various parts of human anatomy accurately; to examine the role gender plays in human communication; to analyze the components of love, intimacy and sexuality; to examine the causes of domestic violence and coercive or aggressive sexual behavior.

Credits: 1.00

## Social Work

### **SWK 100                      Careers in Social Work**

This course is designed for students new to the social work major or those considering transfer to the major. The course explores a variety of human service careers and how one might assess his/her suitability for the field. Students will examine their interest in social work and other human service professions and learn the career possibilities within their interest area. In addition, the course will explore various social issues and problems the social work profession addresses. This course will serve as a primary means of socialization into the professional BSW program.

Credits: 1.00

### **SWK 200                      Introductory Projects**

Special one-semester classes and seminars with varying subject matter. The topic of the course will be announced in the schedule of classes. May be taken three times for credit with change of topic.

Credits: 3.00

### **SWK 203                      Aging in America - A New Generation**

This course examines the affects of aging on individuals, groups, social institutions, and society. Issues of the aging are examined with special attention to work, retirement, leisure, health, self conceptualization, and living environments. Social Work practice with the elderly will constitute a significant focus of the course with opportunity for experiential learning.

Credits: 3.00

### **SWK 215                      Social Welfare -S**

This introductory course examines historical and contemporary efforts to address human needs, in American society. Students will participate in open discussions to explore the conservative, liberal and radical political ideologies that underpin social policies today. Discussion topics will include human diversity, religion, poverty, child welfare, criminal justice, health care, mental health, developmental disabilities, housing, homelessness, community development and aging. Students will have the opportunity to learn about and interact with professional social workers, through class activities, guest speakers and job shadowing experiences. Guest speakers will also include multidisciplinary professionals, such as attorneys, educators, law enforcement officers and medical personnel, who partner with social workers in meeting human needs.

Credits: 3.00

### **SWK 230                      Interaction Skills**

This course serves as a foundation course for our social work program and is the first in our practice series (practice I). The course focuses on the core communication skills essential to beginning Social Work practice and the problem-solving process. Students are introduced to the generalist practice model and gain experience to basic listening and assessment skills within the context of social work values and knowledge and ethics. The generalist perspective along with exposure to cultural diversity and populations at risk are emphasized throughout the course as well. Students videotape various role play scenarios to gain practice skills engagement, assessment, goal planning, intervention, evaluation and termination.

Credits: 3.00

### **SWK 245                      Ethics in Social Science -E**

In this course we will analyze a variety of ethical issues of contemporary social concern. Among the issues are: abortion, physician-assisted suicide, the death penalty, privacy, pornography and censorship, social justice and affirmative action, gender issues, genetic engineering, cloning, and reproductive technology, environmental ethics and treatment of animals. The principal focus of the course will be on a careful study and critical examination of arguments and the application of those arguments to current events, issues in research specific to the disciplines and practice issues in Sociology and Social Work. The design of the course is to familiarize you with the tools needed to make more and ethical decisions that go across both disciplines. Sociology is a discipline that looks at society as a group and involves social ethics, legal ethics, environmental ethics, gender ethics, family ethics, bioethics, racism and sexism issues as well as personal and practical ethics. We will answer the questions of, what are our moral obligations to others? How can moral disagreements be rationally settled? What rights must a just society accord its citizens? What constitutes a valid excuse for wrong-doing?

Credits: 3.00

**SWK 273                      Crime Victimization in America**

This course focuses on issues unique to individuals and groups that have been victimised by violent crime. Course content includes examination of the victim's historical role within the criminal justice system, the victim's movement, and current issues most relevant to victims and service delivery. Theoretical consideration and practice interventions are examined in relation to specific crimes and vulnerable populations. In conjunction with area agencies, students develop a community project to be implemented during National Crime Victims Rights Week.

Credits: 3.00

**SWK 274                      Mental Health Services & Policies**

This course is designed to teach students about the dynamics of mental health history, services, policies and special considerations for populations at risk. An interdisciplinary approach to understanding, assessment, treatment and legal process will be covered. The history of mental health services as it applies to contemporary issues and policies will be explored. The varying causes, signs and symptoms, risk factors, cost and treatment of mental illness will be examined extensively. Classroom and course work will include lecture, group discussion, individual and group role-play, case study analysis, multidisciplinary guest speakers and use of the library and internet resources to research mental health issues. The instructor will provide students with some notes and materials from lectures. Students are, however, responsible for taking their own notes during class time. Some class time will be spent in the library and/or computer lab. Students will be notified in advance when classes are scheduled at a different location. This course is designed for students preparing for professions working with individuals, families, organizations and policies. The class is particularly targeted at students majoring in social work, juvenile justice, psychology or legal studies.

Credits: 3.00

**SWK 300                      Independent Study**

Individually directed study on a topic not covered by regular course offerings. Requires permission of the instructor and the division chair.

Credits: 3.00

**SWK 304                      Domestic Violence Theories & Interv**

An examination of the historic and current legal policies that impact the legal response to domestic violence. The legal impact on women, juvenile offenders, divorce, and the criminal justice system will be explored.

Credits: 3.00

**SWK 312 Intervention Strategies Indiv/Famil**

This course provides a framework for the Generalist Model for social work practice with individuals and families. Emphasis is on learning to develop professional relationships that are characterized by mutuality, collaboration, and respect for the client. Content focuses on examination of client strengths and problems in the interactions among individuals and between people and their environments as well as social work knowledge, values, and skills that are employed to enhance the well-being of people and to help ameliorate the environmental conditions that affect people adversely. The problem solving methods is also a major component of the course as well as learning the skills for practice with clients from differing social, cultural, racial, religious, spiritual, and class backgrounds.

Credits: 3.00

**SWK 313 Research Methods**

This course examines the application of basic concepts of research methodology to social work, including problem formulation, design of research, measurement, sampling, and data analysis. It includes the role of research in social work and the interpretation and critical analysis of research reports in social work. This course provides the foundation to equip students to be consumers of published research and to engage in building knowledge to enhance practice and service delivery through the use of scientific methods. Emphasis throughout the course is placed on preparing students to identify research findings that assist them in being more effective practitioners as well as producers and consumers of research.

Credits: 3.00

**SWK 314 Group Dynamics & Interventions**

This course provides a framework for the Generalist Model for social work practice with groups. It is the second in the series of Social Work Practice courses and includes the same focus as Social Work Practice I but applied to groups. Students learn how to enhance the intellectual, emotional, and social development of individuals through group activities. Different techniques and objectives are explored and include groups that focus on: socialization, information exchange, curbing delinquency, recreation, changing socially unacceptable values, and helping to achieve better relations between cultural and racial groups.

Credits: 3.00

**SWK 315 Community & Organizational Developm**

This course provides a framework for the Generalist Model for social work practice with communities and organizations. It is the third in the series of Social Work Practice courses and includes the same focus as Social Work Practice I and II but applied to communities and organizations. Content focuses on macro practice which is professionally directed intervention designed to bring about planned change in organizations and communities.

Credits: 3.00

**SWK 316 Human Behavior in the Environment I**

Birth-Adolescence. Human Behavior and the Social Environment I and II are taught in a two part course format and serves as foundation sequence in the Social Work Program. SWK316, Human Behavior and the Social Environment I is a review of the biopsychosocial theories of development from birth to adolescence, while SKW317, Human Behavior in the Social Environment II covers theories of biopsychosocial development of adolescence through end of life. This course sequence is based upon the philosophy that human behavior is shaped by many interacting factors and specific theories from the biological, psychological, social and cultural

theory base are presented in order to address the complexity of human functioning. At the same time, human behavior is conceptualized as following a developmental sequence with age-specific characteristics and needs. In order to present this knowledge base, selected theories are applied to each life cycle stage. In each state, special attention is given to the impact of oppression, discrimination, privilege, and the consequences of gender, socioeconomic status and minority group membership. These dimensions are viewed as interactional influences on individual behavior and the person as a member of a small group, community and of the large society and culture. This course uses general systems theory with an ecological focus to provide the organizing base to explore lifespan development.

Credits: 3.00

**SWK 317 Human Behavior in Environment II**

This course continues the study of human behavior with an emphasis on psychosocial development and ethnic sensitive social work perspectives. Attention is given to the interaction and influences of the psychological and sociocultural dimensions of human behavior. These dimensions are viewed as interactional influences on individual behavior and the person as a member of a small group, community and of the large society and culture. Part II also emphasizes the multicultural component that is significant in social work practice.

Credits: 3.00

**SWK 322 Addictive Behaviors & Substan Abuse**

This course will focus on the following areas: drug pharmacology and its effects on the user and will include examination of such topics as classifications of drugs, synergistic effects on the body, drug tolerance and dependence and the over-the-counter pharmacology industry. A study of the special problems of the adolescent substance abuser. Emphasis will be on the identification and section as key components in initiating intervention strategies. An examination of the correlation between substance abuse and criminality. Analyzing the theoretical models of the substance abuse/ crime relationships and its implication. Topics to be explored will include drugs and street crime, DUI, intervention strategies, urinalysis testing, and substance abuse and family violence. We will attend substance abuse counseling sessions to view the process for mandated clients. Major theoretical counseling orientations are examined with an emphasis on how each of these theories applies to the treatment of substance use disorders. Theories considered include: Freudian Theory, Client-Centered Theory, Gestalt Theory, Reality Therapy, Rational Emotive Therapy, social learning theory and other Cognitive-Behavior Theoretical approaches.

Credits: 3.00

**SWK 338 Social Welfare Policy**

This course focuses on the basic concepts inherent in the development, analysis, and implementation of social welfare policy. Course content includes examination of these concepts from micro, mezzo, and macro perspectives that emphasize the relationship between policy and direct practice. Historical influences, consequences, and current initiatives are reviewed, and various models and considerations for analysis are examined. Students may have the opportunity to observe legislative sessions at the State Capitol.

Credits: 3.00

**SWK 340 Child Abuse and Neglect**

This course presents an in-depth examination of the dynamics of, relationship between, and causes of child abuse and neglect. Family roles and their subsequent consequences are analyzed. This course builds on practice skills in

identification and intervention with families in which child abuse and neglect occur. Special attention is given to substance abuse and domestic violence and how they impact child abuse and neglect.

Credits: 3.00

**SWK 400                      Advanced Projects**

Special one-semester classes and seminars with varying subject matter designed for majors at the junior and senior level. The topic will be announced in the schedule of classes. May be taken three times for credit with change of topic. Requires permission of the instructor and the division chair.

Credits: 3.00

**SWK 406                      Working with Juvenile Offenders**

An overview of causes and types of offenses by juveniles and an exploration of the legal issues and enforcement procedures in the short-term detention and long-term incarceration of juveniles. Prevention programs such as Juvenile Court, legal system intervention programs and services, court ordered probation, detention, group home care, institutional care and community programs (community service, restitution and social skill development) are all examined as responses to juvenile offending.

Credits: 3.00

**SWK 450                      Senior Field Practicum I**

Field Practicum I is a required course that affords senior level students the opportunity to observe and begin practicing social work knowledge, values, ethics and skills. Students are assigned to a social service delivery system under direct supervision from a trained social work Field Educator. The overall objectives are for the student to acquire and demonstrate social work competencies through direct practice experiences. These competencies are set forth by the Council on Social Work and the WWU Social Work Program. The student is required to complete 250 hours in the social service delivery system. The emphasis in Field Practicum I is acclimation to organization structure, clientele, direct practice skills, interventions, documentation, agency and social welfare policies and community resources. Field Practicum I is the first practicum course in a concurrent sequence.

Credits: 4.00

**SWK 451                      Senior Field Practicum II**

Field Practicum II is a required course for senior students and is a continuation of Field Practicum I. The student remains in the same social service delivery system and continues to observe and practice social work knowledge, values, ethics and skills. The overall objectives are for the student to acquire and demonstrate social work competencies as set forth by the Council on Social Work and the WWU Social Work Program. As the student has gained social service delivery experience from Field Practicum I, the student in this course will function with more professional autonomy. The emphasis is on the student consistently demonstrating all social work competencies. The student is required to complete 250 hours in the social service delivery system. Field Practicum II is the capstone course that concludes the sequence of the BSW degree. Prerequisite - SWK450

Credits: 4.00

**SWK 452                      Senior Field Seminar**

Senior Field Seminar is a required course taken in conjunction with SWK 450 during the senior year. The course provides a platform for students to identify social work competencies experienced in the social service delivery system. The emphasis in the Field Practicum I experience is acclimation to organization structure, clientele, direct practice skills, interventions, documentation, agency and social welfare policies and community resources.



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Students will demonstrate acquisition of these competencies through research, presentations, documentation, processing and problem-solving. Discussion of experiences in the classroom setting allows students to develop and strengthen a sense of professional self. Senior Field Seminar is the first seminar course in a concurrent sequence.

Credits: 2.00

### **SWK 453 Senior Capstone Seminar**

Senior Capstone Seminar is a required course for senior students and is a continuation of Senior Field Seminar I and taken in conjunction with SWK 451 during the senior year. The course provides a platform for students to continue identifying social work competencies experienced in the social service delivery system. An emphasis is placed on more professional autonomy. Through research, presentations, documentation, processing and problem-solving, the student examines competency development in relation to direct practice experiences. Discussion of experiences in the classroom setting allows students to develop and strengthen a sense of professional self. Senior Field Seminar II is the capstone course that concludes the sequence of the BSW degree. Prerequisite: SWK450

Credits: 2.00

## Theatre

### **THA 110 Introduction to Theatre -A**

A historical overview of performing arts including discussions of the organization, responsibilities and importance of the creative artists in dance, music, and theatre.

Credits: 3.00

### **THA 115 Theatre Dance: Jazz and Tap**

Designed to teach students jazz and tap dance style. May be repeated up to 3 credit hours.

Credits: 1.00

### **THA 116 Theatre Dance: Modern**

Designed to teach students modern dance styles. May be repeated up to 3 credit hours.

Credits: 1.00

### **THA 117 Theatre Dance: Ballet**

Designed to teach students ballet dance styles. May be repeated up to 3 credit hours.

Credits: 1.00

### **THA 120 Introduction to Stagecraft**

Designed to give the student a basic competence with the tools, techniques and materials used in technical theatre. This course is required for all students entering the practicum series.

Credits: 1.00

### **THA 125 Costuming Practicum**

A production experience for students to work on the costuming for all division productions. Prerequisite: THA 120

Credits: 1.00

**THA 126                      Technical Practicum**

A production experience for students to work on scenery, lighting, sound and properties for all division productions. The course may be repeated for credit four times. Prerequisite: THA 120

Credits: 1.00

**THA 151                      Theatre Performance Practicum**

A performance experience for students taking roles and performing in mainstage theatre productions.

Credits: 1.00

**THA 200                      Introductory Projects**

Special one-semester classes and seminars with varying subject matter. The topic of the course will be announced in the schedule of classes. May be taken three times for credit with change of topic.

Credits: 3.00

**THA 210                      Dance Movement I -A**

Designed to train performers in movement, period styles and how the two are related. Emphasis will be placed on the integration of vocal technique and performance technique with bodily action and posturing. Other topics include an effective warm-up for performance as well as movement to increase versatility, expressiveness and flexibility.

Credits: 3.00

**THA 211                      Dance Movement II -A**

Continues the study of Dance/Theatre movement started in Dance Movement I. Prerequisite: THA 210

Credits: 3.00

**THA 231                      Makeup for Stage and Film**

Elementary study and work in the art of makeup design and application for the actor. Required production laboratory.

Credits: 3.00

**THA 232                      Stage/Set Management**

An introduction to the organization and methods of stage management in the production, audition, rehearsal, technical/dress rehearsal, performance and post-production stages. Required production laboratory.

Credits: 3.00

**THA 234                      Stagecraft**

An introduction to the physical theatre and stage technology. Special emphasis is placed on set design and technical drawing. Required production laboratory.

Credits: 3.00

**THA 240                      Stage Combat -A**

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A class designed to teach actors the fundamentals of stage combat, dueling, fencing, fighting, stunt work, and choreography. A heavy emphasis on safety will be stressed in all engagements and situations.

Credits: 3.00

### **THA 250                      Survey of American Muscl Theatre -A**

This course traces the history of the American Musical theatre from its beginnings to its most current trends on Broadway. The structure of the musical and how it has evolved over the years, musical styles, production values and biographies of the men and women who have contributed to the growth of the genre will be discussed.

Credits: 3.00

### **THA 255                      Acting I Basic Skills -A**

Covers stage movement and voice production. Practical work in characterization, improvisation and scene work are required.

Credits: 3.00

### **THA 300                      Independent Study**

Individually directed study on a topic not covered by regular course offerings. Requires permission of the instructor and the division chair.

Credits: 3.00

### **THA 310                      Acting for the Camera**

This course is an introduction to adapting acting techniques specifically for the camera. Students will read the text and will participate in discussions comparing acting techniques for stage and screen, working on a role, tools needed for camera work, the machinery of film and tape, and film/tape careers. A hands-on approach of on-camera exercises will accompany discussions. Students will be responsible for participation in class discussions, performances of two monologues and two duet scenes, written character analyses and scores for each monologue and scene, a vocabulary exam, a paper critiquing the acting styles and techniques of each theatre department production of the semester and various films / television programs as assigned, and keeping a journal.

Prerequisite: THA255

Credits: 3.00

### **THA 331                      Lighting for Stage and Set**

Explores in detail the theories and methods of lighting design. Special emphasis is placed on lighting instruments, dimmers, technical drawing and design. Required production laboratory.

Credits: 3.00

### **THA 332                      Stage Costuming**

This class will cover the basic elements of costume design, including character/script analysis, collaboration, research, visual design ideas and techniques, budgeting and time management as well as both hand sewing skills. Knowledge of fabrics and materials as well as costume history and careers in costume design will also be explored.

Credits: 3.00

### **THA 354                      Acting II: Scene Study**

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A continuation of Acting I focusing on character development and analysis, acting technique and auditioning. Practical work in scene work and auditioning are required. (Prerequisite: THA255)

Credits: 3.00

### **THA 362 Theatre History I**

An overview of theatre history from classic Greek theatre to approximately 1700.

Credits: 3.00

### **THA 363 Theatre History II**

A continuation of the study of theatre history from 1700 to the current post-modern period.

Credits: 3.00

### **THA 366 Interdisciplinary Honors Studies**

The course allows students to focus on a narrow topic, examining it from two diverse academic disciplines. Topics will vary. (The course is open to honors program participants)

Credits: 3.00

### **THA 390 THA Internship I**

Requires a minimum of 120 clock hours in an approved work situation. The student must submit a log documenting the work dates and times and describing the work activities according to at least three preapproved objectives. In addition, the student will submit three essays describing and evaluating each of the following: the role of the on-site supervisor, the quality of the work environment, and the usefulness of extended internships. The student will also prepare a resume. Requires permission of the division chair.

Credits: 3.00

### **THA 400 Advanced Projects**

Special one-semester classes and seminars with varying subject matter designed for majors at the junior and senior level. The topic will be announced in the schedule of classes. May be taken three times for credit with change of topic. Requires permission of the instructor and the division chair.

Credits: 3.00

### **THA 418 THA Methods of Teaching**

A theoretical and practical study of the teaching of speech and theater at the secondary level.

Credits: 3.00

### **THA 451 THA Internship II**

Requires a minimum of 120 clock hours in an approved work situation. In addition to submitting a log of work activities with dates and times, the student will develop a complete portfolio illustrating internship activities and outcomes, with brief explanatory texts. The student will also prepare a resume. Requires permission of division chair.

Credits: 3.00

### **THA 452 THA Internship III**

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Requires a minimum of 240 clock hours in an approved work situation. In addition to submitting a log of work activities with dates and times, the student will submit a substantial essay according to a preapproved outline that will describe the relationship or integrations of theory (curriculum) and practice (internship). The discussion of theory and practice should cover knowledge, methodology and value development. Requires permission of division chair.

Credits: 6.00

### **THA 454                      Acting III: Period Style**

Explores the acting styles, movement and behavior of characters from selected periods of dramatic literature. Duet scene work will be a major portion of this class.

Credits: 3.00

### **THA 470                      Directing**

A study of the basic principles, skills and techniques underlying directing for the theatre. The course will cover a brief history of directing followed by the production process and script analysis.

Credits: 3.00

### **THA 491                      Broadway Play Analysis**

Choosing to focus as either a Director, Actor or Designer, the student will explore advanced script analysis, research and conceptualization techniques used by New York/Broadway Professionals.

Credits: 3.00

### **THA 499                      Senior Project**

The capstone course for all theatre majors. A senior may choose to perform a one person show, design a show, direct a production, or write a major research paper. To be taken the final semester of the senior year.

Credits: 3.00

## WWU

### **WWU 020                      Introductory Projects**

Special one-semester classes with varying subject matter. The topic will be announced with the schedule of classes. May be taken three times with change of topic.

Credits: 3.00

### **WWU 090                      Introduction to Computer Literacy**

Effective participants of the Digital Age are able to use computers and related technology to access information, communicate, solve problems, and produce content. For students with little to no experience with the personal computer, this course is an introduction to common hardware, file management, the Internet, electronic communication, and data storage. These skills are components of information literacy and lifelong learning, and they are applicable to academic, personal, and professional use. Upon successful completion of this course, students will be able to demonstrate basic computer skills and apply those skills to diverse technology needs. Prerequisite: Required for all incoming students who do not test out through the Computer Literacy Skills Inventory.

Credits: 3.00

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### **WWU 101                      Connections**

This course is designed to help students be academically successful, make connections with peers, staff and faculty, and work with life skills necessary for transition into the university experience.

Credits: 1.00

### **WWU 102                      Connections for Honors**

The seminar class introduces students to service-learning, leadership, and research. It would stand in place of WWU101 Connections. Students completing WWU101 during Freshman Advantage would be required to complete the freshman seminar course with their peers because it is an introduction to the honors program.

Credits: 1.00

### **WWU 105                      Becoming a Successful Student**

Successful students go to college, have families, work, study, and learn to manage their time efficiently. This course presents a framework for examining the student's life from a self-discovery perspective. Key topics include understanding your learning style, time management strategies, public speaking do's and don'ts, and reading and note taking methods. Lifelong learning skills learned in this class can be applied in many venues: career, current education, future education, and family.

Credits: 3.00

### **WWU 150                      Intro to Research/Scholarship**

This course acquaints honors students to their first-year learning community, programs, activities, and other essential offices at WWU. In addition to orientation goals, students will develop literature research and expository writing skills in various disciplines within and out of their major fields of interest. Roughly, this course is separated into four units: (1) orientation to WWU, followed by research techniques in (2) humanities, (3) scientific, and (4) applied disciplines (e.g. education and business).

Credits: 2.00

### **WWU 200                      Introductory Project**

Special one-semester classes with varying subject matter. The topic of the course will be announced in the schedule of classes. May be taken three times for credit with change of topic.

Credits: 3.00

### **WWU 400                      Advanced Project**

Special one-semester classes and seminars with varying subject matter designed for majors at the junior and senior level. The topic will be announced in the schedule of classes. May be taken three times for credit with change of topic. Requires permission of the instructor and the division chair.

Credits: 0.00

### **WWU 401                      Senior Seminar**

Senior seminar provides students with the opportunity to focus on their final projects, share research, and prepare for graduate school and/or employment. The seminar also requires students to reflect on the effectiveness of their leadership and service to the campus and greater community. (The course is open to honors program participants with senior standing)

Credits: 1.00

**WWU 475                      Honors Thesis I**

This is an Honors-only supervised thesis seminar. Under the guidance of an appointed faculty member within their major fields, students will undertake a substantial research/creative project during the final year of study. At regular intervals students will present drafts of curated research materials, data, completed artwork or creative writing, and related scholarship to demonstrate adequate progress towards thesis completion by April of the following semester. It is expected that prior to the official start date of this course, students will have presented and received approval (from the Honors Committee) of a prospectus describing the content and activities involved in the year-long thesis project.

Credits: 3.00

**WWU 476                      Honors Thesis II**

This is a continuation of the Honors Thesis project. Each student is expected to complete a research/creative project (begun with Thesis I or earlier), produce a scholarly manuscript or portfolio of publishable quality (the thesis), and successfully defend its conclusions before the Honors Committee and the University Community in general.

Credits: 3.00

## Graduate Instructional Schedules and Formats

### Graduate Degree Programs

#### The Master Degree

William Woods University confers the following Master degrees: Master of Business Administration (MBA), the Master of Education (MED) in Athletic Administration, Elementary or Secondary Administration, Curriculum and Instruction, Equestrian Education, and Teaching and Technology, the Master of Healthcare Administration (MHA), and the Master of Science in Athletic Training (MSAT).

The MBA, MED, MHA, and MSAT degrees are designed for students who have successfully completed an academic program at the baccalaureate level and who desire to continue study at a higher level. The degree generally requires a higher level of responsibility and independence from the student. This is reflected in course projects, research in the field, working with teams, individual projects, and the successful completion of capstone presentations and field experience. The degree requires a high level of understanding of the theoretical foundations of the discipline, a specificity of focus on a specific area of knowledge, as well as the ability to apply theory to practice. The degree also demands a high level of critical thinking and evaluation skills.

Degree programs can be completed in 2 years if students remain continuously enrolled at full-time status.

#### The Education Specialist Degree

William Woods University offers the Education Specialist degree (Ed.S.). The Ed.S. is a master plus thirty-hour program that builds upon the skills developed in the MED degree. The degree is designed for advanced leadership training for those who desire to become leaders for change in the classroom or in the administration of a school district. In general, this degree has all of the expectations of the Master Degree with more emphasis on critical problem solving in a K-12 setting. In addition, the degree requires a deeper understanding of the legal and ethical issues facing K-12 education. This program meets state and national standards.

Degree programs can be completed in 2 years if students remain continuously enrolled at full-time status.

#### The Doctorate of Educational Leadership Degree

At William Woods University, the degree Doctor of Educational Leadership is awarded to students who have successfully completed all requirements for the degree. In general, the doctorate level of study requires the student to research the latest theories in educational leadership, determine how those theories apply to current leadership issues, and contribute to the field of educational leadership. The doctorate requires independent motivation, the ability to evaluate the literature related to the area of research, and the completion of a dissertation that is successfully defended before a committee of graduate faculty.

Degree programs can be completed in 2 years if students remain continuously enrolled at full-time status. Students must complete and defend their dissertation within 5 years after passing the Comprehensive Exam.



## Graduate Majors

### Education Leadership EDD

Qualifications:

1. Education Specialist degree from a regionally accredited college or university;
2. Graduate grade point average of 3.6 on a 4.0 scale;
3. Two years experience working as an educator;
4. Prerequisite coursework: Research Methods/Design and Research Statistics.

Dissertation Handbook

[http://www.williamwoods.edu/academics/graduate/docs/dissertation\\_handbook.pdf](http://www.williamwoods.edu/academics/graduate/docs/dissertation_handbook.pdf)

### ADMISSION PROCEDURES

No candidate will be considered for admission until the following are submitted and assessment is completed.

The following must be submitted before consideration for admission:

1. [Graduate Application](#)
2. Official transcripts showing masters and specialist degrees. Only transcripts received in a sealed envelope directly from the sending school will be considered official. Students graduating from William Woods University's masters and/or specialist programs do not need to submit new copies of transcripts already on file.
3. Two academic letters of reference from professionals who can address the candidate's academic ability, potential for success in strenuous scholarly work, and past performances as an educator in the field. One letter must be from a supervisor. Applicants waive the right to disclosure of letters
4. Professional vita
5. Philosophy of Leadership statement highlighting the applicant's personal leadership characteristics and past professional leadership experiences, as well as the applicant's purpose in pursuing the doctoral degree and expectation of the benefit of obtaining the doctorate. This statement must be at least 750 words.

Materials: All students will need access to a laptop computer for each course. Note: The Ed. D. program requirements are not aligned with any DESE certification.

Core Credits: 25.00

Course Code	Course Description	Credit Hours	Required / Elective
EDU 710	Aspects of Leadership	3.00	Required
EDU 720	Quantitative Analysis II	3.00	Required
EDU 730	Effective Educational Systems	3.00	Required
EDU 740	Exploration of Qualitative Research	3.00	Required
EDU 750	Organizational Learning & System Change	3.00	Required
EDU 760	Program Evaluation & Strategic Plan	3.00	Required
EDU 780	Dissertation Proposal Seminar	3.00	Required
EDU 781	Dissertation Seminar	3.00	Required
EDU 790	Research Seminar	1.00	Required

### Education Specialist - Administration EDS

Qualifications:

1. Bachelor and/or Master degree from a regionally accredited college or university;
2. Grade point average of 3.0 or higher on a 4.0 scale;
3. Copy of teaching certificate;
4. Copy of Missouri Educator Profile Results;
5. Complete the student achievement form outlining your accomplishments as they relate to student achievement and signed by you and your direct supervisor.

[https://www.williamwoods.edu/academics/graduate/docs/achievement\\_form.pdf](https://www.williamwoods.edu/academics/graduate/docs/achievement_form.pdf)

#### ADMISSION PROCEDURES

No candidate will be considered for admission until the following are submitted and assessment is completed.

1. [Graduate Application](#)
2. Official transcripts showing Bachelor and/or Master degree. Only transcripts received in a sealed envelope directly from the sending school will be considered official.

**William Woods University Academic Catalog**

3. Copy of teaching certificate.
4. Copy of Missouri Educator Profile Results.
5. Student achievement form.

Core Credits: 30.00

Course Code	Course Description	Credit Hours	Required / Elective
EDU 600	Issues in School Superintendency	3.00	Required
EDU 610	Utilizing Statistical Procedures in Educational Research & Evaluation	3.00	Required
EDU 620	Effective School- Community Relation	3.00	Required
EDU 640	Human Resources in Education	3.00	Required
EDU 650	School District Finance	3.00	Required
EDU 653	School Plant & Facilities Development/Safety & Security	3.00	Required
EDU 673	Educational Reform and Urban Educational Issues	3.00	Required
EDU 680	Advanced School Law and Policy Development	3.00	Required
EDU 690	Differentiated & Supplemental Program	3.00	Required
EDU 697	Superintendent Field Experience & Portfolio Development	3.00	Required

**Certification Area**

***Special Education Director***

Special Education Director - 9 Credits

Core Credits: 9 Credits

Course Code	Course Description	Credit Hours	Required / Elective
EDU 537	Special Education Administration	3.00	Required
EDU 538	Leadership and Management of Instructional Curriculum in Special Education Programs	3.00	Required

**William Woods University Academic Catalog**

EDU 557	Field Experience I	1.00	Required

**Elementary Administration Certification**

Elementary Administration Certification - 9 Credits

Core Credits: 9 Credits

Course Code	Course Description	Credit Hours	Required / Elective
EDU 557	Field Experience I	1.00	Required
	Administration Requirement - 3 Credits		
EDU 535	Elementary Administration	3.00	Elective
EDU 551	Supplementary Elementary Administration	3.00	Elective
	Curriculum Requirement - 3 Credits		
EDU 545	Elementary Curriculum	3.00	Elective
EDU 553	Supplementary Elementary Curriculum	3.00	Elective

**Secondary Administration Certification**

Secondary Administration Certification - 9 Credits

Core Credits: 9 Credits

Course Code	Course Description	Credit Hours	Required / Elective
EDU 557	Field Experience I	1.00	Required
	Administration Requirement - 3 Credits		
EDU 536	Secondary Administration	3.00	Elective
EDU 552	Supplementary Secondary Administration	3.00	Elective
	Curriculum Requirement - 3 Credits		
EDU 546	Secondary Curriculum	3.00	Elective
EDU 554	Supplementary Secondary Curriculum	3.00	Elective

Superintendent Certification

Superintendent Certification - 3 Credits

Core Credits: 3 Credits

Course Code	Course Description	Credit Hours	Required / Elective
	Required Electives		
EDU 657	Field Experience	1.00	Elective
EDU 699	Field Experience II, Portfolio, Superintendent/District Leadership	3.00	Elective

Education Specialist - Admin Princ/Sup EDS

Qualifications:

1. Bachelor and/or Master degree from a regionally accredited college or university;
2. Grade point average of 3.0 or higher on a 4.0 scale;
3. Copy of teaching certificate;
4. Copy of Missouri Educator Profile Results;
5. Complete the student achievement form outlining your accomplishments as they relate to student achievement and signed by you and your direct supervisor.

[https://www.williamwoods.edu/academics/graduate/docs/achievement\\_form.pdf](https://www.williamwoods.edu/academics/graduate/docs/achievement_form.pdf)

ADMISSION PROCEDURES

No candidate will be considered for admission until the following are submitted and assessment is completed.

1. [Graduate Application](#)
2. Official transcripts showing Bachelor and/or Master degree. Only transcripts received in a sealed envelope directly from the sending school will be considered official.
3. Copy of teaching certificate.
4. Copy of Missouri Educator Profile Results.
5. Student achievement form.

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33 hour Education Specialist Degree (Administration) plus 9 hours of elementary, secondary or special education Master's coursework.

Core Credits: 0.00

Course Code	Course Description	Credit Hours	Required / Elective
EDU 600	Issues in School Superintendency	3.00	Required
EDU 610	Utilizing Statistical Procedures in Educational Research & Evaluation	3.00	Required
EDU 620	Effective School- Community Relation	3.00	Required
EDU 640	Human Resources in Education	3.00	Required
EDU 650	School District Finance	3.00	Required
EDU 653	School Plant & Facilities Development/Safety & Security	3.00	Required
EDU 657	Field Experience	1.00	Required
EDU 673	Educational Reform and Urban Educational Issues	3.00	Required
EDU 680	Advanced School Law and Policy Development	3.00	Required
EDU 690	Differentiated & Supplemental Program	3.00	Required
EDU 697	Superintendent Field Experience & Portfolio Development	3.00	Required

**Certification Area**

**Special Education Director**

Special Education Director - 9 Credits

Core Credits: 9 Credits

Course Code	Course Description	Credit Hours	Required / Elective
EDU 537	Special Education Administration	3.00	Required
EDU 538	Leadership and Management of Instructional Curriculum in Special Education Programs	3.00	Required

**William Woods University Academic Catalog**

EDU 591	Field Experience Capstone Personal Philosophy Special Education	3.00	Required

**Elementary Administration Certification**

Elementary Administration Certification - 9 Credits

Core Credits: 9 Credits

Course Code	Course Description	Credit Hours	Required / Elective
EDU 598	Field Experience for Elementary Administration	3.00	Required
	Curriculum Requirement - 3 Credits		
EDU 546	Secondary Curriculum	3.00	Elective
EDU 554	Supplementary Secondary Curriculum	3.00	Elective
	Administration Requirement - 3 Credits		
EDU 535	Elementary Administration	3.00	Elective
EDU 551	Supplementary Elementary Administration	3.00	Elective
	Curriculum Requirement - 3 Credits		
EDU 545	Elementary Curriculum	3.00	Elective
EDU 553	Supplementary Elementary Curriculum	3.00	Elective

**Secondary Administration Certification**

Secondary Administration Certification - 9 Credits

Core Credits: 9 Credits

Course Code	Course Description	Credit Hours	Required / Elective
EDU 599	Field Experience for Secondary Administration	3.00	Required
	Administration Requirement - 3 Credits		
EDU 536	Secondary Administration	3.00	Elective

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EDU 552	Supplementary Secondary Administration	3.00	Elective
	Curriculum Requirement - 3 Credits		
EDU 546	Secondary Curriculum	3.00	Elective
EDU 554	Supplementary Secondary Curriculum	3.00	Elective

**Superintendent Certification**

Superintendent Certification - 3 Credits

Core Credits: 3 Credits

Course Code	Course Description	Credit Hours	Required / Elective
	Required Electives		
EDU 657	Field Experience	1.00	Elective
EDU 699	Field Experience II, Portfolio, Superintendent/District Leadership	3.00	Elective

**Education Specialist - Curriculum Leadership EDS**

Qualifications:

1. Bachelor and/or Master degree from a regionally accredited college or university;
2. Grade point average of 3.0 or higher on a 4.0 scale.

**ADMISSION PROCEDURES**

No candidate will be considered for admission until the following are submitted and assessment is completed.

1. [Graduate Application](#)

2. Official transcripts showing Bachelor and/or Master degree. Only transcripts received in a sealed envelope directly from the sending school will be considered official.

Core Credits: 30.00

Course Code	Course Description	Credit Hours	Required / Elective
EDU 603	Curriculum Auditing & Mapping	3.00	Required
EDU 605	Issues in Curriculum Leadership	3.00	Required



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EDU 610	Utilizing Statistical Procedures in Educational Research & Evaluation	3.00	Required
EDU 635	Curriculum Leadership	3.00	Required
EDU 645	Application of Learning Frameworks	3.00	Required
EDU 655	Instruction and Assessment Design	3.00	Required
EDU 673	Educational Reform and Urban Educational Issues	3.00	Required
EDU 680	Advanced School Law and Policy Development	3.00	Required
EDU 690	Differentiated & Supplemental Program	3.00	Required
EDU 696	Curriculum Leadership Practicum	3.00	Required

**Business Administration MBA**

The MBA program provides students with a strong theoretical background emphasizing the practice of learned skills. \*\*The Dual MBA/MHA Option requires completion of 60 total credit hours, 36 credit hours in the standard Master of Business Administration program and 24 credit hours in the Master of Health Administration program (all HLT prefix courses). See course listings in the respective program sections of the graduate catalog.

Entrance requirements for both the Master of Business Administration and the Master of Health Administration programs must be met for entry into the Dual MBA/MHA Option.

Upon completion of the 60 required credit hours, two diplomas will be issued, one for the MBA and one for the MHA. Under this program, the diplomas cannot be awarded separately.

Core Credits: 36.00

Course Code	Course Description	Credit Hours	Required / Elective
BUS 500	Management and Leadership	3.00	Required
BUS 517	Human Resources & Organizational Behavior	3.00	Required
BUS 524	Economics For Managers	3.00	Required
BUS 538	Accounting For Managers	3.00	Required
BUS 539	Legal Environment of Business, Government and Society	3.00	Required

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BUS 542	Finance	3.00	Required
BUS 545	Managerial Ethics	3.00	Required
BUS 552	Business Strategies	3.00	Required
BUS 560	Statistics and Research Methods	3.00	Required
BUS 566	Financial Decisions	3.00	Required
BUS 580	Management Systems	3.00	Required
BUS 585	Integrated Studies in Business Administration	3.00	Required

**Business Admin with Global Business Emphasis MBA**

The MBA program provides students with a strong theoretical background emphasizing the practice of learned skills. The global management emphasis will allow those students who are interested in expanding their basic knowledge of global business the opportunity to do so by completing an additional 9 credit hours in global business.

Core Credits: 45.00

Course Code	Course Description	Credit Hours	Required / Elective
BUS 500	Management and Leadership	3.00	Required
BUS 517	Human Resources & Organizational Behavior	3.00	Required
BUS 524	Economics For Managers	3.00	Required
BUS 538	Accounting For Managers	3.00	Required
BUS 539	Legal Environment of Business, Government and Society	3.00	Required
BUS 542	Finance	3.00	Required
BUS 545	Managerial Ethics	3.00	Required
BUS 550	Introduction to Global Business	3.00	Required
BUS 552	Business Strategies	3.00	Required
BUS 560	Statistics and Research Methods	3.00	Required
BUS 563	Management in Cross-Cultural Contexts	3.00	Required

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BUS 566	Financial Decisions	3.00	Required
BUS 573	International Business & Marketing	3.00	Required
BUS 580	Management Systems	3.00	Required
BUS 585	Integrated Studies in Business Administration	3.00	Required

**Business Admin with Small Business Emphasis MBA**

The MBA program provides students with a strong theoretical background emphasizing the practice of learned skills. The small business emphasis will allow those students who wish to create a viable business plan the opportunity to do so by taking an additional 9 credit hours that focuses on the creation of the business plan. This emphasis will be focused on creating real business plan proposals and should lead to better plans for students who wish to create a new business model or expand their existing businesses.

Core Credits: 45.00

Course Code	Course Description	Credit Hours	Required / Elective
BUS 500	Management and Leadership	3.00	Required
BUS 517	Human Resources & Organizational Behavior	3.00	Required
BUS 524	Economics For Managers	3.00	Required
BUS 538	Accounting For Managers	3.00	Required
BUS 539	Legal Environment of Business, Government and Society	3.00	Required
BUS 542	Finance	3.00	Required
BUS 545	Managerial Ethics	3.00	Required
BUS 552	Business Strategies	3.00	Required
BUS 560	Statistics and Research Methods	3.00	Required
BUS 566	Financial Decisions	3.00	Required
BUS 569	Marketing Decisions	3.00	Required
BUS 580	Management Systems	3.00	Required
BUS 581	Business Planning and Design	3.00	Required

**William Woods University Academic Catalog**

BUS 585	Integrated Studies in Business Administration	3.00	Required
BUS 590	Applied Case Project for Small Business	3.00	Required

**Education Administration MED**

Qualifications:

1. Bachelor degree from a regionally accredited college or university;
2. Undergraduate grade point average of 2.5 or higher on a 4.0 scale;
3. Copy of teaching certificate;
4. Copy of Missouri Educator Profile Results;
5. Complete the student achievement form outlining your accomplishments as they relate to student achievement and signed by you and your direct supervisor.

[https://www.williamwoods.edu/academics/graduate/docs/achievement\\_form.pdf](https://www.williamwoods.edu/academics/graduate/docs/achievement_form.pdf)

**ADMISSION PROCEDURES**

No candidate will be considered for admission until the following are submitted and assessment is completed.

1. [Graduate Application](#)
2. Official transcripts showing Bachelor degree. Only transcripts received in a sealed envelope directly from the sending school will be considered official
3. Copy of teaching certificate.
4. Copy of Missouri Educator Profile Results.
5. Student achievement form.

Core Credits: 27.00

Course Code	Course Description	Credit Hours	Required / Elective
EDU 500	Current Issues In Education	3.00	Required
EDU 520	Research Design	3.00	Required
EDU 525	Foundations of Educational Administration	3.00	Required
EDU 557	Field Experience I	1.00	Required

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EDU 570	Supervision	3.00	Required
EDU 580	Educational Technology	3.00	Required
EDU 585	Schools & Law	3.00	Required
EDU 590	Appraisal Of Student Learning	3.00	Required
EDU 597	Field Experience II, Portfolio, School Improvement	3.00	Required

**Certification Area**

**Special Education Director**

Special Education Director - 6 Credits

Core Credits: 6 Credits

Course Code	Course Description	Credit Hours	Required / Elective
EDU 537	Special Education Administration	3.00	Required
EDU 538	Leadership and Management of Instructional Curriculum in Special Education Programs	3.00	Required

**Elementary Administration Certification**

Elementary Administration Certification - 6 Credits

Core Credits: 6 Credits

Course Code	Course Description	Credit Hours	Required / Elective
	Administration Requirement - 3 Credits		
EDU 535	Elementary Administration	3.00	Elective
EDU 551	Supplementary Elementary Administration	3.00	Elective
	Curriculum Requirement - 3 Credits		
EDU 545	Elementary Curriculum	3.00	Elective
EDU 553	Supplementary Elementary Curriculum	3.00	Elective

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**Secondary Administration Certification**

Secondary Administration Certification - 6 Credits

Core Credits: 6 Credits

Course Code	Course Description	Credit Hours	Required / Elective
	Administration Requirement - 3 Credits		
EDU 536	Secondary Administration	3.00	Elective
EDU 552	Supplementary Secondary Administration	3.00	Elective
	Curriculum Requirement - 3 Credits		
EDU 546	Secondary Curriculum	3.00	Elective
EDU 554	Supplementary Secondary Curriculum	3.00	Elective

**Equestrian Education MED**

William Woods University, a nationally recognized institution within the field of Equestrian studies, offers an advanced degree to compete in the 21st century. With an emphasis in equestrian education, the online Masters of Equestrian Education program is ideal for the working professional in today's field. As the first degree of its kind, this program offers the foundation for the modern day equestrian with a focus on skills for many avenues especially to teach in a college level program. Individuals will have an advantage within the fields of equine education services, national equestrian organizations, undergraduate instruction and industry leadership. The flexibility that this program offers is well suited for anyone looking to be a sustainable leader in the horse industry.

Qualifications:

1. Bachelor degree from a regionally accredited college or university;
2. Undergraduate grade point average of 2.5 or higher on a 4.0 scale;
3. Equestrian Experience.

**ADMISSION PROCEDURES**

No candidate will be considered for admission until the following are submitted and assessment is completed.

1. [Graduate Application](#)

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2. Official transcripts showing Bachelor degree. Only transcripts received in a sealed envelope directly from the sending school will be considered official.
3. A curriculum vitae demonstrating proficiency in, and understanding of, equestrian experiences. This may include samples such as certifications, professional memberships, your student accomplishments in the field, your professional accomplishments in the field, or a sample video.

Teaching Philosophy

20-30 minute video of their teaching required in the arena or in a classroom setting.

Core Credits: 30.00

Course Code	Course Description	Credit Hours	Required / Elective
EDU 543	Teaching and Learning in the New Digital Landscape	3.00	Required
EQE 530	Equestrian Academic Instruction	3.00	Required
EQE 546	Applied Instructional Theories	3.00	Required
EQE 550	Equestrian Curriculum Development	3.00	Required
EQE 562	Equestrian Educational Events & Competitions Management	3.00	Required
EQE 574	Management of Facility & Resources	3.00	Required
EQE 576	Development of Instructional Resources	3.00	Required
EQE 582	Current Issues in Equestrian Education	3.00	Required
EQE 587	Equestrian Education Capstone Project	6.00	Required

**Education -STEM Curriculum MED**

Core Credits: 30.00

Course Code	Course Description	Credit Hours	Required / Elective
EDU 520	Research Design	3.00	Required
EDU 558	Software Applications for Academic Programs	3.00	Required
EDU 564	STEM - An Introduction	3.00	Required

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EDU 565	STEM: Engineering Design	3.00	Required
EDU 566	STEM: Technology and Coding	3.00	Required
EDU 567	STEM: Citizen Science Project Based	3.00	Required
EDU 581	Integrating Technology into the Curriculum	3.00	Required
EDU 586	Action Research Capstone	6.00	Required
EDU 590	Appraisal Of Student Learning	3.00	Required

**Education- Athletics/Activities Admin MED**

Qualifications:

1. Bachelor degree from a regionally accredited college or university; 2. Undergraduate grade point average of 2.5 or higher on a 4.0 scale.

**ADMISSION PROCEDURES**

No candidate will be considered for admission until the following are submitted and assessment is completed.

1. [Graduate Application](#)

2. Official transcripts showing Bachelor degree. Only transcripts received in a sealed envelope directly from the sending school will be considered official. Documents should be submitted to:

Core Credits: 36.00

Course Code	Course Description	Credit Hours	Required / Elective
EDU 503	Sports Law	3.00	Required
EDU 508	Practical Aspects of Athletic/Activities Administration	3.00	Required
EDU 509	Athletic Admin Field Experiences	3.00	Required
EDU 521	Introduction to Interscholastic/Intercollegiate Athletics/Activities Administration	3.00	Required
EDU 523	Supervision of the Athletics/Activities Program	3.00	Required



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EDU 524	Current Issues/Common Challenges in Athletics/Activities Administration	3.00	Required
EDU 525	Foundations of Educational Administration	3.00	Required
EDU 526	Athletics/Activities Administration: Developing Character & Citizenship	3.00	Required
EDU 527	Athletics/Activities Program Promotion	3.00	Required
EDU 528	Financing the Athletics/Activities Program	3.00	Required
	Software Applications Elective - 3 Credits		
EDU 522	Software Applications for the Athletics/Activities Program Environment	3.00	Elective
EDU 544	Software Applications in the Athletic/Activities Environment	3.00	Elective

**Education- Teaching and Technology MED**

The Master of Education degree in Teaching and Technology is intended to provide the student with the advanced skills necessary to plan and deliver the most effective instructional unit through the integration of technology in teaching and learning. Aligned to the National Board of Professional Teaching Standards (NBPTS) and the International Society for Technology in Education Teacher Standards (ISTE-T), the degree program incorporates instructional design with technology, integrating academic application, and multimedia production with the latest applied theories of learning. Teachers currently holding eMINTS certification may apply for up to nine hours of Credential Learning credit, based on the level of the certificates they hold.

**Credentialed Learning credit for eMINTS Certification**

If student comes in with Comprehensive eMINTS certification, we will transcript Credentialed Learning credits for up to 9 credit hours on the following courses:

- EDU558 Software Application for Academic Programs ? TRA500 EMINTS I
- EDU530 Applied Instructional Theories and Strategies Using Technology ? TRA500 EMINTS II
- EDU571 Integration of Multimedia Production and Curriculum ? TRA500 EMINTS III

If student comes in with eMINTS4All certification, we will transcript Credentialed Learning credits for 3 credit hours on the following course:

- EDU530 Applied Instructional Theories and Strategies Using Technology ? TRA500 EMINTS II

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Students will be charged the per credit hour fee for Credentialed Learning credits.

### Course sequence

- Students will take EDU543 as the first course of the program. Students who do not pass the course with a final grade of B or higher may be required to repeat the course before continuing on in the program.
- EDU589 is designed as the capstone course and should be taken after all other program courses are completed.

### Qualifications:

1. Bachelor degree from a regionally accredited college or university;
2. Undergraduate grade point average of 2.5 or higher on a 4.0 scale;
3. This degree aligns with the National Board of Professional Teaching Standards and National Education Technology Standards. Teachers currently certified in the enhancing Missouri's Instructional Networked Teaching (eMINTS) program may apply for up to nine hours of credential learning credit based on their level of certification.

### ADMISSION PROCEDURES

No candidate will be considered for admission until the following are submitted and assessment is completed.

1. [Graduate Application](#)
2. Official transcripts showing Bachelor degree. Only transcripts received in a sealed envelope directly from the sending school will be considered official.

Core Credits: 30.00

Course Code	Course Description	Credit Hours	Required / Elective
EDU 520	Research Design	3.00	Required
EDU 543	Teaching and Learning in the New Digital Landscape	3.00	Required
EDU 558	Software Applications for Academic Programs	3.00	Required
EDU 559	Current Issues in Teaching and Learning	3.00	Required
EDU 561	Instructional Design w/ Technology	3.00	Required

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EDU 563	Applied Instructional Theories and Strategies Using Technology	3.00	Required
EDU 571	Integration of Multimedia Production and Curriculum	3.00	Required
EDU 589	Teaching and Technology Capstone Project	6.00	Required
EDU 590	Appraisal Of Student Learning	3.00	Required

**Education Curriculum and Instruction MED**

Qualifications:

1. Bachelor degree from a regionally accredited college or university;
2. Undergraduate grade point average of 2.5 or higher on a 4.0 scale.

**ADMISSION PROCEDURES**

No candidate will be considered for admission until the following are submitted and assessment is completed.

1. [Graduate Application](#)
2. Official transcripts showing Bachelor degree. Only transcripts received in a sealed envelope directly from the sending school will be considered official.

Core Credits: 33.00

Course Code	Course Description	Credit Hours	Required / Elective
EDU 500	Current Issues In Education	3.00	Required
EDU 520	Research Design	3.00	Required
EDU 530	Improvement Of Instruction	3.00	Required
EDU 540	Literacy Instruction	3.00	Required
EDU 550	Curriculum Construction	3.00	Required
EDU 585	Schools & Law	3.00	Required
EDU 590	Appraisal Of Student Learning	3.00	Required
	Technology Elective - 3 Credits		
EDU 580	Educational Technology	3.00	Elective

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EDU 581	Integrating Technology into the Curriculum	3.00	Elective
	Learning Theories Elective - 3 Credits		
EDU 510	Advanced Learning Theories	3.00	Elective
EDU 563	Applied Instructional Theories and Strategies Using Technology	3.00	Elective
	Action Research Elective - 6 Credits		
EDU 556	Action Research I	1.00	Elective
EDU 586	Action Research Capstone	6.00	Elective
EDU 596	Action Research II	3.00	Elective

**Health Administration MHA**

The Master of Health Administration (MHA) is a direct path to healthcare leadership. The modern healthcare administrator must have the ability and willingness to take calculated risks and build smart, agile teams that deliver results. You can expect to develop these talents as you complete the William Woods University MHA program. \*\*The Dual MBA/MHA Option requires completion of 60 total credit hours, 36 credit hours in the standard Master of Business Administration program and 24 credit hours in the Master of Health Administration program (all HLT prefix courses). See course listings in the respective program sections of the graduate catalog.

Entrance requirements for both the Master of Business Administration and the Master of Health Administration programs must be met for entry into the Dual MBA/MHA Option.

Upon completion of the 60 required credit hours, two diplomas will be issued, one for the MBA and one for the MHA. Under this program, the diplomas cannot be awarded separately.

Core Credits: 0.00

Course Code	Course Description	Credit Hours	Required / Elective
BUS 542	Finance	3.00	Required
BUS 560	Statistics and Research Methods	3.00	Required
HLT 505	Healthcare Administration	3.00	Required
HLT 519	Legal Aspects of Health Care Administration	3.00	Required

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HLT 527	Human Resource Management in Healthcare	3.00	Required
HLT 540	Ethics in Healthcare	3.00	Required
HLT 555	Healthcare Systems Financial Management	3.00	Required
HLT 583	Organizational Change Management in Healthcare Administration	3.00	Required
HLT 598	Integrated Studies in Health Administration	3.00	Required
	Required BUS elective - 6 Credits		
BUS 500	Management and Leadership	3.00	Elective
BUS 524	Economics For Managers	3.00	Elective
BUS 538	Accounting For Managers	3.00	Elective
BUS 539	Legal Environment of Business, Government and Society	3.00	Elective
BUS 545	Managerial Ethics	3.00	Elective
BUS 550	Introduction to Global Business	3.00	Elective
BUS 552	Business Strategies	3.00	Elective
BUS 563	Management in Cross-Cultural Contexts	3.00	Elective
BUS 566	Financial Decisions	3.00	Elective
BUS 569	Marketing Decisions	3.00	Elective
BUS 573	International Business & Marketing	3.00	Elective
BUS 581	Business Planning and Design	3.00	Elective

## Graduate College Course Number System

Course Numbering	Degree Level
500-599	Master Level Coursework
600-699	Specialist and Doctorate Level Coursework
700-799	Doctorate Level Coursework

## Graduate Course Descriptions

### Athletic Training

#### **ATR 511                      Interventions II: Manual Therapies**

Lecture course to introduce the future clinician to the concepts of manual therapy. Topics include mechanical and neurological adaptations to injury and responses to specific treatments. Theories and treatment rational for interventions will be discussed and will include: massage, myofascial manipulation, joint manipulation, instrument assisted soft tissue mobilization, kinesiology taping and dry needling. Successful completion of this course and licensure as an athletic trainer will also allow for certification in Graston Technique (M1-Basic) and kinesiology taping. Prerequisite: ATR431 Corequisite: ATR512

Credits: 4.00

#### **ATR 512                      Interventions II: Manual Therapies - Lab**

Lab course to develop psychomotor skills in the application of manual techniques including: massage, myofascial manipulation, joint manipulation, instrument assisted soft tissue mobilization, kinesiology taping and dry needling. Successful completion of this course and licensure as an athletic trainer will also allow for certification in Graston Technique (M1-Basic) and kinesiology taping. Colleagues will complete 4 case-based practical examinations. Corequisite: ATR511

Credits: 0.00

#### **ATR 515                      Clinical II: Lower Extremity Intensive**

Lecture/lab component will review conditions of the lumbar spine and lower extremity. Colleagues will complete 4 case-based practical examinations differentiating central vs peripheral conditions. Clinical component will consist of practice of athletic training specific skills including evaluation of the lower extremities, taping/bracing and application of modalities under the supervision of a certified athletic trainer, occupational therapist or physical therapist for a minimum of 100 and a maximum of 150 hours. Prerequisite: ATR405 and Must be Preliminarily Approved for the MSAT program Corequisite: ATR511

Credits: 3.00

#### **ATR 520                      Administration in Athletic Training**

Lecture course to introduce administrative, managerial and leadership in healthcare. Topics will include documentation, coding and billing, liability, developing a budget and professional development.

Prerequisite: ATR443 with a C or better

Credits: 3.00

**ATR 531                      Interventions III: Therapeutic Exercise**

Lecture course allows future clinicians the opportunity to integrate previous examination and intervention techniques into a complete treatment plan for acute, chronic, and post-surgical conditions. Review of techniques will include joint manipulations, neural mobilizations, and stretching. Advanced techniques will introduce isometrics, progressive resistance exercise, plyometrics, and sports-specific activities. Prerequisite: ATR511 Corequisite: ATR532

Credits: 4.00

**ATR 532                      Interventions III: Therapeutic Exercise Lab**

Lab course to develop psychomotor skills in the application of isometrics, progressive resistance exercise, plyometrics and sports-specific activities for acute, chronic and post-surgical cases to restore function. Future clinicians will complete 5 case-based practical examinations. Corequisite: ATR531

Credits: 0.00

**ATR 545                      Clinical III: Upper Extremity Intensive**

Lecture/Lab component will review conditions of the cervical spine and upper extremity, Future Clinicians will complete 4 case-based practical examinations differentiating central vs peripheral conditions. Clinical component will consist of practice of athletic training specific skills including evaluation of the lower extremities, taping/bracing and application of modalities under the supervision of certified athletic trainer, occupation therapist or physical therapist for a minimum of 150 and a maximum of 200 hours. Prerequisite: ATR515 Corequisite: ATR531

Credits: 3.00

**ATR 550                      Research II: Introduction to Case Studies**

The future clinician will learn research skills necessary to find relevant research and critically appraise it in preparation for the capstone project consisting of writing a case study. Colleagues will participate in a peer discussion to assist in the critiques of case studies. Prerequisite: ATR450 with a C or better

Credits: 2.00

**ATR 570                      Research III: Research Presentation**

The future clinician will collect and interpret data, produce a written manuscript and present oral and poster presentations of a capstone project consisting of a case study or original research. Colleagues will participate in a peer-review process to assist in the creation of the case study or original research. Corequisite: ATR585

Credits: 2.00



**ATR 571                      Interventions IV: General Medical Procedures**

Lecture component that will address common medical procedures such as laparoscopic procedures for the abdominal cavity, both medically necessary and elective, and their prognosis. Other procedures will include advanced emergency medical techniques, pharmacology, and wound care. Corequisite: ATR 572 and ATR585

Credits: 4.00

**ATR 572                      Interventions IV: General Medical Procedures Lab**

Lab component that will address common medical procedures such as laparoscopic procedures for the abdominal cavity, both medically necessary and elective, and their prognosis. Other procedures will include advanced emergency medical techniques, injections and IVs, and suturing including sterile techniques. Corequisite: ATR571 and ATR585

Credits: 0.00

**ATR 580                      Current Topics in Healthcare**

Lecture component that will address the rapidly changing landscape of healthcare. Possible topics will include scope of practice concerns, continuing education, interactions with healthcare team, advances in concussion management, new interventions, and Affordable Care Act. This course will allow majors to enter the profession and successfully navigate healthcare policies. Prerequisite: ATR520

Credits: 3.00

**ATR 585                      Clinical IV: General Medical Intensive**

Lecture/Lab component will review medical conditions. Future clinicians will complete 4 case-based practical examinations differentiating musculoskeletal and medical diagnoses. Clinical Component will consist of practice of athletic training specific skills including evaluation of the lower extremities, taping/bracing and application of modalities under the supervision of a certified athletic trainer, physician assistant, nurse practitioner or physician for a minimum of 200 and a maximum of 250 hours Prerequisite: ATR545

Credits: 3.00

**ATR 590                      Exit Exams**

The future clinician will review all prior coursework in order to pass a Board of Certification practice exam. This is a pass/fail course. Prerequisite: ATR585

Credits: 1.00

## Business Management

### **BMT 508 Behavioral Health Policy**

This course provides an overview of the integration of behavioral health and primary care. The course will also discuss population health as it relates to the behavioral health industry. Students will learn about the Mental Health Parity and its effects on the behavioral healthcare industry. The course will give an overview on using Peer Specialists within the behavioral healthcare setting.

Credits: 3.00

### **BMT 509 Quality Improvement in Behavioral Healthcare**

This course provides an overview of quality improvement within the behavioral health setting. The primary objective of the course is review the accreditation standards and requirements within a behavioral healthcare organization. CMS certification requirements as well as accreditation standards and life safety codes are discussed in regard to behavioral health. The course will review different standards and regulations as they pertain to behavior healthcare outcomes.

Credits: 3.00

### **BMT 548 Organizational Leadership in Healthcare**

This course provides an overview of individual and group behavior within the context of a healthcare organization. The primary objective of the course is the development of each participant's potential for becoming an effective member of a behavioral healthcare organization. A wide variety of topics and theories are discussed as they relate specifically to the types of positions needed to deliver healthcare services. The course will follow the basic outline of reviewing organizational behavior in general, examining individual behavior within organizations, investigating group and social processes and analyzing organizational processes.

Credits: 3.00

### **BMT 549 Behavioral Healthcare Financing**

The purpose of this course is to familiarize the student with commonly used financial terminology, obtain a better understanding of the preparation and interpretation of financial statement data and provide a foundation which will better enable the student to utilize quantitative methods for financial decision making within the healthcare industry.

Credits: 3.00

## Business Administration

### **BUS 500 Management and Leadership**

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This course provides an overview of management and leadership theory necessary to be successful in management positions. Students will analyze classic and emerging theories in management and leadership and apply them to practice.

Credits: 3.00

### **BUS 517                      Human Resources & Organizational Behavior**

This course provides an overview of individual and group behavior within the context of an organization. The course will follow the basic outline of reviewing organizational behavior from a human resources perspective.

Credits: 3.00

### **BUS 524                      Economics For Managers**

This course will provide students with a general overview of basic economic concepts and their practical application to issues confronting them as managers, business leaders, business owners, employees, voters, and consumers in the marketplace. Throughout this course, students will practice the economic way of thinking by analyzing both micro and macro economic concerns of society as a whole. Prerequisite: Undergraduate Accounting (3 Credits) & Undergraduate Economics (3 Credits)

Credits: 3.00

### **BUS 538                      Accounting For Managers**

A study of financial statement preparation and analysis, accounting information systems and accounting principles as they apply to managers with emphasis placed on operations, investing and financial functions within the enterprise. Prerequisite: Undergraduate Accounting (3 Credits) & Undergraduate Economics (3 Credits)

Credits: 3.00

### **BUS 539                      Legal Environment of Business, Government and Society**

This course will provide the opportunity for students to explore the legal environment of business and government. Students will analyze elements of the law pertaining to business and evaluate managerial issues confronting organizations from a legal perspective.

Credits: 3.00

### **BUS 542                      Finance**

The course will introduce and reinforce basic finance principles such as time value of money, internal rate of return on a project and capital structure. Students will also focus on the interpretation of financial statements from the perspective of a manager.

Credits: 3.00

**BUS 545                      Managerial Ethics**

This course is designed to immerse the student in organizational ethical decision-making processes and issues, as well as an introduction to basic leadership theory and its role in ethical decision-making within organizations. This course is designed as an application-oriented ethics course.

Credits: 3.00

**BUS 550                      Introduction to Global Business**

The purpose of this course is to acquaint the student with the characteristics of globalization, how major international institutions facilitate globalization and the overall arguments for and against globalization. An analysis will be conducted of the methods that could be implemented to positively affect people who are negatively affected by globalization.

Credits: 3.00

**BUS 552                      Business Strategies**

This course provides students with the knowledge needed to guide organizational actions and advance management innovation. Students will examine near and long-term strategic planning concepts, engage in strategic decision-making processes, and create implementation plans.

Credits: 3.00

**BUS 560                      Statistics and Research Methods**

Students will be introduced to topics such as statistical analysis, hypothesis testing, correlations and regression analysis. Quantitative and Qualitative research methods will also be explored to inform business decision-making.

Credits: 3.00

**BUS 563                      Management in Cross-Cultural Contexts**

This course examines the influence of culture in organizations. Students will consider cultural differences and similarities found across diverse work groups. Issues and challenges confronting global managers will be explored.

Credits: 3.00

**BUS 566                      Financial Decisions**

The purpose of this course is to understand and utilize quantitative methods for financial decision-making within the firm. Students will analyze issues in capital budgeting, capital structure and working capital management.  
Prerequisite: BUS 542

Credits: 3.00

**BUS 569                      Marketing Decisions**

Students will analyze the implications of marketing decisions such as product design, promotional methods, and distribution on business outcomes. Students will explore marketing decisions faced by new and emerging businesses and implement strategic marketing plans.

Credits: 3.00

**BUS 573                      International Business & Marketing**

This course begins by providing material describing the institutions and the operations of businesses operating internationally. With this descriptive material as a background, the salient features of the international economy- and of selected individual countries- will be highlighted as determining the environment of international operations. Next, specific managerial policies and practices- in the areas of planning, etc.- will be examined and expanded or modified to meet the new, broader, international situation. Finally, the problems- and opportunities- of operating in different cultures will be confronted.

Credits: 3.00

**BUS 580                      Management Systems**

This course will provide an overall vision, framework and pedagogy to understanding information systems in the workplace. It will provide students an essential core of guiding Information Systems principles to use as they face the career challenges ahead. The application of these principles to solve real-world problems is driven home throughout each class. The ultimate goal of the course is to develop effective, thinking, action-oriented employees by instilling them with principles to help guide their decision- making actions. In addition, the course will give students exposure to a number of online Web 2.0 tools. The goal is to allow students the opportunity to experience first- hand how these tools could be effective communication devices for collaboration in business today.

Credits: 3.00

**BUS 581                      Business Planning and Design**

This course will help students perceive and define problems and opportunities important to new business models and to devise plans for solutions and implementation. This course emphasizes the need for and development of viable business strategies.

Credits: 3.00

**BUS 585                      Integrated Studies in Business Administration**

As the culminating course of the MBA program, students will be required to demonstrate comprehensive knowledge of the theories, concepts and practical applications presented throughout their course of study. Students will analyze and prepare a comprehensive solution to complex business issues. Prerequisite: Completion of all core MBA courses.

Credits: 3.00

**BUS 590 Applied Case Project for Small Business**

In this course, students will develop their business proposals into a final, viable business plan. Students will defend their business plan to a panel of business professionals.

Credits: 3.00

**Education**

**EDU 500 Current Issues In Education**

This course is designed to provide educators and non-educators with a broad understanding and better perspective of current issues that are faced by educators, trainers, and their learning institutions. The course will focus on a lively discourse and reflection related to contemporary topics and issues relevant to the specific student track. The course will serve as a platform for bridging the gap between goals, principles, theories, philosophies, and methodologies in the educational/training process and the realities of a variety of learning institutions (classrooms, schools, professional training, etc.). The goal of this process is to expand and enlighten the practitioner's outlook, thought processes, understanding, and repertoire of knowledge, attitudes, skills, and strategies when faced with those issues.

Credits: 3.00

**EDU 503 Sports Law**

This course will focus on laws, rules and regulations for sports and sporting competitions and related activities. Middle school to intercollegiate athletics and activities programs will be examined in relation to their embedded risk management, human resources, safety standards, compliance to the Americans with Disabilities Act, Title IX, student dress codes, conduct codes; plus embedded issues related to sexual harassment, hazing, drug testing and scholarship of athletic/activities program participants.

Credits: 3.00

**EDU 507 Org, Middle School Curri&Instr**

Credits: 3.00

**EDU 508 Practical Aspects of Athletic/Activities Administration**

Meeting participant eligibility standards, maintaining amateurism status, institutional contracts and planning for athletics contests, and the development of student athlete and coaching manuals will be covered through practical application activities in this course. Other applications include scheduling, delegation of tasks, conflict resolution and procurement of equipment and personnel. A major, final project will be the development of a comprehensive

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tournament plan or major activity event/conference plan (e.g. sport competition at the district or regional/state level, conference breakouts and workshops).

Credits: 3.00

### **EDU 509                      Athletic Admin Field Experiences**

This capstone course for the program will require completion of 110 hours of clinical field experiences in the form of a student internship, a program professional portfolio in electronic format and a comprehensive athletics/activities administrator manual. All three culminating projects will be required to be submitted for evaluation as a graduation requirement. A review for the CCA (Certified Athletic Administrator) examination will also be included in this course for students who desire this optional national certification after completion of this program.

Credits: 3.00

### **EDU 510                      Advanced Learning Theories**

This is an advanced learning and instructional theory, process, and structure course that introduces and reintroduces educators to the basic foundational theories, principles, and modern thought of human learning and cognition. This course will also provide for professional educative practice and application of these concepts for all learners in the academic community (birth to adult). This course also presents and compares contemporary theories of learning and addresses their application to learning. There are multiple theoretical perspectives in this course that include: behaviorism, cognitive learning processes, information processing, cognitive development, and social cognitive learning. These foundational concepts have been applied to more modern thought through the process and structure of instructional and learning practices in today's schools that have not yet been recognized as a theory per se. Modern theory, structures, and processes that will be investigated from current educational environments in this class will include such topics as: brain-based research, multiple intelligences, learning styles, cooperative learning, adult learning processes, and systems thinking. Class learning methods will emphasize cooperative learning through collaborative inquiry teams as well as individual assignments to achieve individual and collective proficiency over stated learning outcomes. Application of these learning processes are focused not only on individual learner, but also as they apply to the role of an instructional leader in the position of a principal and/or curriculum leader role.

Credits: 3.00

### **EDU 511                      Educational Psychology**

Credits: 3.00

### **EDU 512                      Modern Educational Thought**

Modern Educational Thought addresses the work of fifty of the twentieth century's most significant contributors to the debate on education.

Credits: 2.00

**EDU 520                      Research Design**

This course is designed for all emphasis majors in the M.Ed. It emphasizes knowledge of various issues and simple statistical procedures used in educational research and program evaluation. Equal emphasis is given to qualitative and quantitative techniques. Experimental, quasi-experimental and non-experimental designs will be used that include historical, naturalistic study and/or ethnography. Processes to determine and use basic statistical data through computations will also be introduced.

Credits: 3.00

**EDU 521                      Introduction to Interscholastic/Intercollegiate Athletics/Activities Administration**

This course will examine the philosophical and organizational approaches to various athletic and activity programs; ranging from those starting at the middle school level to intercollegiate programs. Topics will include organizational structures, program budgeting, communications and leadership techniques. This course will also focus on organizational rules, services and membership of athletics associations such as the NCAA, the NAIA and the National Federation of State High School Activities Associations.

Credits: 3.00

**EDU 522                      Software Applications for the Athletics/Activities Program Environment**

Practical applications using software will be taught; including how to use word processing, electronic spreadsheets, databases and the worldwide web to increase the efficiency and completion quality of normal administrative tasks. Students will be required to have Internet and specific software access (Microsoft Office™-Excel™, Power Point™ and Word™) to complete this online course using a personal computer.

Credits: 3.00

**EDU 523                      Supervision of the Athletics/Activities Program**

This course will explore all facets of the athletics/activities supervision process as it pertains to managing and maintaining facilities; evaluating coaches and support staff; supervising and managing athletic contests, including techniques of spectator management.

Credits: 3.00

**EDU 524                      Current Issues/Common Challenges in Athletics/Activities Administration**

This course will provide athletics/activities' directors with a broad understanding and better perception of current issues and common challenges they will face in the local and state educational community, as well as those evolving issues on the national and global levels. These include gender equity, emergency/crisis planning as well as issues regarding co-curricular and extra-curricular activities.

Credits: 3.00



**EDU 525 Foundations of Educational Administration**

This course is designed to offer prospective school leaders a balanced approach to the study of educational administration. The course examines the theoretical foundations of school organization and explores the multidimensional roles of the school administrator as educator, leader, manager, and reflective practitioner. Course content focuses on fundamental organizational principles; leadership and decision-making; local school district culture and communication; policy and governance, human resource management; and the values and ethics of school leadership. In learning content, heavy emphasis is placed on collaboration and problem-solving using cases or vignettes. The cases and vignettes were developed to enhance the ability of students preparing for school leadership positions to encounter new situations in educational administration, assess relevant factors, and decide on effective courses of action.

Credits: 3.00

**EDU 526 Athletics/Activities Administration: Developing Character & Citizenship**

This course will aid the athletics/activities administrator in building positive character and citizenship traits for participants in athletics and activities programs. Course content will focus on developing the traits of respect, responsibility, trustworthiness, integrity, sportsmanship, collaboration and fairness. In addition, issues on student motivation, cheating and characteristics of adolescent behavior will be examined.

Credits: 3.00

**EDU 527 Athletics/Activities Program Promotion**

This course will focus on how to share the vision and mission of the program with future participants and community stakeholders. The course will emphasize developing positive relations with the public, speaking in public, communicating with various public media and raising money using fund development methods. Learners will also examine how to encourage community and student involvement with the program.

Credits: 3.00

**EDU 528 Financing the Athletics/Activities Program**

This course will involve the study of department/school finance, program budgeting, profit/loss formulas, bookkeeping, bidding processing for equipment and services procurement, plus the basics of contractual agreements and compensation for officials.

Credits: 3.00

**EDU 530 Improvement Of Instruction**

Students will utilize recent research on effective instruction and explore advanced classroom strategies and techniques designed to enhance their effectiveness in meeting the needs of diverse populations of learners. Students develop expert instructional skills and learn to diagnose and deliver the most appropriate instructional strategies for a variety of learning environments. Through a focus on the concepts of rigor and relevance, students

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will develop the ability to significantly enhance instructional opportunities for their learners. The students will design/enhance an instructional plan for implementation in her or his classroom, environment or program.

Credits: 3.00

### **EDU 535 Elementary Administration**

Through reading, role-playing, and data-gathering, students will gain understanding of the following three areas of Elementary administration: (1) the role of the Elementary principal as leader and manager within school district, community, and legal frameworks; (2) the various management and leadership tasks performed by elementary school principals; and (3) several models for administrative decision-making and problem-solving

Credits: 3.00

### **EDU 536 Secondary Administration**

Through reading, role-playing, and data-gathering, students will gain understanding of the following three areas of Secondary administration: (1) the role of the Secondary principal as leader and manager within school district, community, and legal frameworks; (2) the various management and leadership tasks performed by secondary school principals; and (3) several models for administrative decision-making and problem-solving

Credits: 3.00

### **EDU 537 Special Education Administration**

This course is designed to provide the student with a knowledge and understanding of special education programs. The course targets the basic special education functions of program management including the following: 1. Writing the State Plan 2. Following State and Federal Compliance Procedures 3. Reviewing Special Education Models and Laws 4. A Knowledge and Understanding of Financing Special Education and an Understanding of Effective Budgeting Practices 5. A Knowledge and Understanding of the Function of Human Resources and Evaluation 6. A Knowledge and Understanding of the Importance of Good Public Relations 7. A Knowledge and Understanding of Monitoring Quality Professional Development as it Relates to Effective Teaching/Learning Practices for the Exceptional Child.

Credits: 3.00

### **EDU 538 Leadership and Management of Instructional Curriculum in Special Education Programs**

This course is designed to provide the student with a knowledge and understanding of targeting, developing, training, and monitoring special education instructional results in district's instructing setting. Curricula programs, including differentiated and parallel curriculum for students with special needs will be reviewed. The student will have a knowledge and understanding of facilitating professional development for special education teachers.

Credits: 3.00

### **EDU 540 Literacy Instruction**

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This course focuses on enabling teachers to implement a thoughtful, balanced approach to teaching reading and writing across the disciplines. Focus on current resources in the field of literacy will be an integral part of the teaching/learning experience. Public school classroom practice of these techniques is expected.

Credits: 3.00

### **EDU 543 Teaching and Learning in the New Digital Landscape**

This is an overview course to set the stage for the Teaching and Technology Master's program of study. Through reading, reflective writing, and hands-on activities or practice, this course is designed to introduce practitioners to 21st Century learners and the implications for the teaching/learning environment. Participants will investigate the skill sets that are needed for today's learners, apply technology integration frameworks, assess the potential use of mobile technologies in learning environments, design and implement personal/professional learning networks, emerging technologies, personal/professional learning networks, develop an understanding of digital citizenship, be introduced to emerging technologies, and develop a concept of the future of teaching and learning in the digital landscape.

Credits: 3.00

### **EDU 544 Software Applications in the Athletic/Activities Environment**

This course will focus on the practical application of available software, web apps, and mobile apps within the athletic/activities environment. Students will investigate available web based and online tools to support program administration and provide efficiency within various programs, consider available productivity tools to support program administration, gain experience using software applications to enhance functionality and skill development within athletic/activities programs, identify ways that collaboration can enhance the athletic/activities environment, and gain an understanding of how mobile apps can be leveraged to provide support for such programs. Access to a mobile device such as a tablet or smartphone and an applications package such as MS Office (Word, Excel, PowerPoint) or Mac productivity software (Pages, Numbers, Key Note) will be necessary for maximum benefit from the course.

Credits: 3.00

### **EDU 545 Elementary Curriculum**

Elementary Curriculum (EDU 545) will introduce the student to the knowledge, performance competencies, and strategies needed by curriculum planners. The course is designed to provide the student with historical background of the major programs and events that have shaped national and state curriculums. Students will be given the opportunity to research and gain knowledge on the various aspects of curriculum development.

Credits: 3.00

### **EDU 546 Secondary Curriculum**

Secondary Curriculum (EDU 546) will introduce the student to the knowledge, performance competencies, and strategies needed by curriculum planners. The course is designed to provide the student with historical

background of the major programs and events that have shaped national and state curriculums. Students will be given the opportunity to research and gain knowledge on the various aspects of curriculum development.

Credits: 3.00

**EDU 550 Curriculum Construction**

This course presents a dual focus on the philosophical and practical aspects of curriculum construction. Understanding of course content is developed through a variety of readings, presentations, projects, and class discussion. Key topics include developing curriculum aligned to Missouri's Show-Me Standards, the historical bases for traditional subject-area curricula, alternative curriculum structures, philosophical bases of curriculum development, social and cultural issues, and future trends.

Credits: 3.00

**EDU 551 Supplementary Elementary Administration**

This course is available only to students seeking a second certification after completion of a MED course in secondary school administration. Through reading, role-playing, and data-gathering, students will gain understanding of the following three areas of elementary administration: (1) the role of the elementary principal as leader and manager within the school district, community, and legal frameworks; (2) the various management and leadership tasks performed by elementary school principals; and (3) several models for administrative decision-making and problem-solving.

Credits: 3.00

**EDU 552 Supplementary Secondary Administration**

This course is available only to students seeking a second certification after completion of a MED course in elementary school administration. Through reading, role-playing, and data-gathering, students will gain understanding of the following three areas of elementary administration: (1) the role of the secondary school principal as leader and manager within the school district, community, and legal frameworks; (2) the various management and leadership tasks performed by secondary school principals; and (3) several models for administrative decision-making and problem-solving.

Credits: 3.00

**EDU 553 Supplementary Elementary Curriculum**

This course is available only to students seeking a second certification after completion of a MED course in secondary school curriculum. Administration of instructional curriculum (for elementary curriculum at grades K-8) will introduce the student to the knowledge, performance competencies, implementation strategies, and evaluation criteria needed by school administrators. The course is designed to provide the student with current Missouri Department of Elementary and Secondary Education (DESE) informational guidelines relative to leadership of a quality curriculum needed for state accreditation. Administrative functions and responsibilities surrounding instructional curriculum; as well as horizontal and vertical alignment issues and their relation to student achievement will also be discussed.

Credits: 3.00

**EDU 554                      Supplementary Secondary Curriculum**

This course is available only to students seeking a second certification after completion of a MED course in elementary school curriculum. Administration of instructional curriculum (for secondary curriculum at grades 7-12) will introduce the student to the knowledge, performance competencies, implementation strategies, and evaluation criteria needed by school administrators. The course is designed to provide the student with current Missouri Department of Elementary and Secondary Education (DESE) informational guidelines relative to leadership of a quality curriculum needed for state accreditation. Administrative functions and responsibilities surrounding instructional curriculum; as well as horizontal and vertical alignment issues and their relation to student achievement will also be discussed.

Credits: 3.00

**EDU 555                      Interpersonal Relations**

This course focuses on a consistent overall approach to interpersonal relations translated into skills.

Credits: 2.00

**EDU 556                      Action Research I**

EDU 556 is designed for the student with an emphasis major in the M.Ed. and C&I. The student will select a topic, design and begin an action research project. Experimental, quasi-experimental and non-experimental designs will be used that include historical, naturalistic study and/or ethnography. Process to determine and use basic statistical data through computations will be incorporated based on the course materials that are introduced in EDU520, Research Design. The student will also examine the literature of self-selected theoretical literature and their relevant pedagogical strategies for the purpose of designing an appropriate study that can be used in a school classroom or any educational setting. The student will write a report suitable for publication in an applied journal following APA style.

Credits: 1.00

**EDU 557                      Field Experience I**

The student and field experience on-site supervisor, a certificated building level administrator, will meet to discuss and plan the student's field experience. Course expectations and requirements will be discussed. The student will have the opportunity during the six month, 240 hour field experience to practice those attitudes, skills, and behaviors necessary to provide positive leadership in an elementary, middle or secondary school. In collaboration with the university course facilitator and a certificated building-level administrator acting as the field experience on-site supervisor, the student will start to plan for the six month field experience requirements, and the electronic portfolio and school improvement plan. Discussion with the on-site supervisor will allow the student to be responsible for all field experience requirements to be completed in a timely manner. (EDU557 is a pass/fail course)

Credits: 1.00

**EDU 558                      Software Applications for Academic Programs**

This course will investigate the use of a variety of instructional applications, mobile applications, software, and other online tools with a focus on utilizing these educational technologies to increase instructional effectiveness and improve learner engagement. Collaboration, productivity, and academic application will be a major focus.

Credits: 3.00

**EDU 559                      Current Issues in Teaching and Learning**

This course is designed to provide educators and non-educators with a broad understanding and better perspective of current and emerging issues that are faced by educators, trainers, and their learning institutions. The course will focus on issues related to curriculum, instruction, assessment, technology in education/training, innovation, and the big ideas on the horizon that could impact learning institutions. This course seeks to expand and enlighten the practitioner's outlook, thought process, understanding, and repertoire of knowledge, attitudes, skills, and strategies when faced with a variety of issues that impact out learning environments.

Credits: 3.00

**EDU 561                      Instructional Design w/ Technology**

This course is designed to provide educators/trainers with a survey of various systems/models of instructional design with a focus on the integration of eLearning and technology as a component of the design process. Essential frameworks will be introduced, including the concept of designing instruction around Essential Questions, developing appropriate curriculum framing questions, and preparing appropriate instructional module objectives to guide the teaching/learning process.

Credits: 3.00

**EDU 563                      Applied Instructional Theories and Strategies Using Technology**

Students review recent research on effective instruction and explore advanced classroom strategies and techniques designed to enhance their effectiveness in meeting the needs of diverse populations of learners. Examples include direct instruction, cooperative learning, dimensions of learning, creative problem solving, and applications of technology to thinking and learning. Students develop expert teaching skills and learn to diagnose and deliver the most appropriate instructional strategies for specific circumstances. Analysis of models and related research for the design and development of instructional programs is provided.

Credits: 3.00

**EDU 564                      STEM - An Introduction**

This first course in the STEM program will focus on the research and pedagogy that makes STEM learning successful. Participants will discovery and discuss the different methodology and engagement necessary for true STEM learning. STEM learning is a true integration of Science, Technology, Engineering and Math. This shift in teaching requires thorough understanding of the STEM system of learning.

Credits: 3.00

**EDU 565                      STEM: Engineering Design**

An important component of STEM education is Engineering Design. However, this part of STEM is often misunderstood or disconnected from the other three components. This course will use discovery, activities, and discussions that will allow the participant to become comfortable with engineering design so that it can be easily integrated into almost every unit in their classroom.

Credits: 3.00

**EDU 566                      STEM: Technology and Coding**

One of the most obvious pieces of STEM is often difficult to do implement in a meaningful way-technology. Most classrooms use technology but it does not always enhance learning. This course will focus on exciting ways to engage students in problem solving using technology. Participants will explore apps and coding technology that is available free of charge to any classroom. After discovering and practicing what you have learned, a coding unit will be designed.

Credits: 3.00

**EDU 567                      STEM: Citizen Science Project Based**

The STEM process is most successful when students see a relevant connection or meaning to their learning. The course on citizen science will show participants low-stress ways to get students involved in real STEM research that is actually helping scientists. A variety of citizen science opportunities will be explored and time will be devoted to creating a unit with an embedded citizen science component.

Credits: 3.00

**EDU 570                      Supervision**

This course introduces educators to the theories, knowledge, skills, and techniques of supervision as applied to the instructional setting and focuses on the role of supervision in the improvement of instruction. The course is comprised of two parts, one focusing on the role of the teacher as practitioner in mentoring pre-service and beginning teachers, while the second focuses on the role of the principal/administrator in a supervisory and evaluative capacity. The evaluative process as it relates to supervision is also discussed. Several approaches to supervision, including the developmental and clinical models, will also be presented. Learning methodology will emphasize both individual and collaborative group activities and will include case study analysis, discussion, and classroom presentations.

Credits: 3.00

**EDU 571                      Integration of Multimedia Production and Curriculum**

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This course is designed to provide educators, trainers, and professional developers with experience utilizing various multimedia tools and learning platforms to produce relevant instructional resources that support curriculum in traditional, blended learning, and online environments. Students will investigate a variety of multimedia applications and integrate them into an online platform that could be used to support educational/training efforts within their learning organization. Students will also investigate essential issues surrounding the use of multimedia in such a learning environment.

Credits: 3.00

### **EDU 575 Principles Of Secondary Education**

This course focuses on important issues confronting secondary education, planning for and organizing for learning in secondary education, and promoting and assessing learning and thinking in secondary education

Credits: 2.00

### **EDU 580 Educational Technology**

Through reading, reflective writing, and hands-on activities or practices, this course is designed to help practicing educators become aware of the current status of educational technologies for curricular enhancement, professional development, instructional management, administrative application, basic telecommunication infrastructure, and teaching tools.

Credits: 3.00

### **EDU 581 Integrating Technology into the Curriculum**

Today's educators need to be able to consistently integrate technology into their curriculum to transform student learning and meet the goals of the 21st Century. The course helps educators focus on assessing effective technology tools and teaching methods in order to develop the ability to effectively incorporate technology into the curriculum of any discipline. Participants will investigate the skill sets that are needed for today's learners, apply technology integration frameworks, assess the potential use of mobile technologies in learning environments, design and implement personal/professional learning networks, and examine technology integration techniques using various application tools, Web 2.0 tools, Mobile Apps, and instructional software. Collaboration, productivity, academic application, and development of instructional materials using technology will have a significant focus throughout the course.

Credits: 3.00

### **EDU 583 Performance Assessment for Aspiring Building Level Administrators**

Effective educational leadership is measured in multiple ways as the aspiring leader completes degree and certification requirements in his/her preparation program. The new prospective leaders must demonstrate competence in vision, instruction, management, relations, and innovation. However, one specific evaluation that is common to all educational administration preparation programs is the use of a performance assessment that focuses on instruction. Prerequisite: Completion of all courses in MED Administration (may enroll concurrently with EDU 597)



Credits: 0.50

**EDU 585                      Schools & Law**

This course is organized to provide prospective as well as practicing educational leaders, policymakers, and teachers with the legal knowledge that will enable them to conduct and operate school organizations effectively within the boundaries of constitutional, statutory, and case law. The course will focus on the law related to public education. Relevant constitutional, statutory, and case law pertaining to various aspects of education and major legal issues and principles of law surrounding those aspects will be presented and discussed. The public school laws of Missouri will also comprise a learning component of this course.

Credits: 3.00

**EDU 586                      Action Research Capstone**

Provides for the study of issues related to effective instructional practices, action research and student achievement improvement. The student will examine the literature of self-selected theoretical literature and their relevant pedagogical strategies for the purpose of designing an appropriate study and carrying out in a school classroom or any educational setting. The student will then write a report suitable for publication in an applied journal following APA style (American Psychological Association, 6th Ed.). Electronic portfolios will also be completed during this capstone course.

Credits: 6.00

**EDU 588                      Writing Workshop (Special Topics)**

Credits: 3.00

**EDU 589                      Teaching and Technology Capstone Project**

The capstone is the culminating experience for students in the Master's Degree in Teaching and Technology. The capstone provides students with the opportunity to apply and integrate key concepts from each course in their program of study. Candidates will develop an interactive learning module, using an online environment, which can be used to support their instructional/training objectives and goals. The demonstration curriculum must be hosted in an online format utilizing a website or LMS (Learning Management System), show evidence or integration of concepts and skills from the entire program of study, and be utilized by learners within the instruction/training environment. In addition, students will reflect upon their coursework and experience through regular, comprehensive, reflective postings and responses tied to NBPTS National Board for Professional Teaching Standards, ISTE-S Standards, and assigned readings. This is a 16-week capstone course. (6 credit hours)

Credits: 6.00

**EDU 590                      Appraisal Of Student Learning**

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This course is designed to acquaint learners with the complex issues related to assessment and to provide first-hand experience in the development of high quality assessments, including the incorporation of a variety of technology tools in the assessment process. The course will investigate the purpose and application of assessments, the relationship between instructional outcomes and assessments, the development and implementation process for various types of assessments, the collection and use of assessment data, various scoring and grading methodologies, as well as concepts related to Next Generation Assessments. Participants will learn the uses and limitations of formative assessment, summative assessment, and diagnostic assessment.

Credits: 3.00

### **EDU 591                      Field Experience Capstone Personal Philosophy Special Education**

This course is designed to provide the student with the opportunity to practice those attitudes, skills, and behaviors necessary to provide positive and effective leadership at the school district and central office level. During the clinical experience, the student will be required to participate in 120 hours of field or clinical experience related to the special education directorship. In collaboration with the university's clinical experience supervisor and a special education director and/or certification building level administrator acting as the field site supervisor, the student will select and complete activities involving the concepts of educational administration, instructional programs and assessments, pupil personnel administration, and school community relations as they relate to special education administration and as they align with the Interstate School Leaders Licensure Consortium standards of effective leadership practice in education.

Credits: 3.00

### **EDU 592                      Elementary & Secondary Field Experi**

Provides for the application of learned theories and practices associated with positive school leadership in an elementary, middle school, or secondary educational setting. The student is expected to complete 120 hours of field experience in a variety of areas including: concepts of educational administration; management of school operations and services; personnel management; instructional programs and assessments; pupil personnel administration; and school community relations. One in depth study related to a school improvement issue will also be required.

Credits: 6.00

### **EDU 593                      Subject Material Tch Methodologies**

This course provides the student with opportunities to practice current teaching strategies in focused subject areas. It should be taken concurrently with Internship (EDU 594).

Credits: 2.00

### **EDU 594                      Internship**

This course provides the student with opportunities for formal observations and limited teaching experience in the public school classroom. It should be taken concurrently with Subject Matter Teaching Methodologies (EDU 593).

Credits: 2.00

**EDU 595                      Thesis**

Credits: 6.00

**EDU 596                      Action Research II**

Provides for the study of issues related to effective curriculum design and instructional practices. The student will examine the literature of self-selected theoretical issues and their relevant pedagogical strategies for the purpose of designing an appropriate study that can be carried out in the student's classroom. The student will then write a report suitable for publication in an applied journal following APA style (5th Ed.).

Credits: 3.00

**EDU 597                      Field Experience II, Portfolio, School Improvement**

This course is designed to provide the student with the opportunity to practice those attitudes, skills, and behaviors necessary to provide positive leadership in an elementary, middle, or secondary level. Utilizing the practical experiences performed and related literature, the student will address one school improvement issue through the completion of a formal paper. Finally, an electronic professional portfolio aligned to the proper standards will be developed and submitted to the William Woods University TK20 assessment system as a graduation requirement. (Prerequisite: No student may begin this Field Experience II/Portfolio/School Improvement Plan course unless all other M.Ed. program coursework has been completed prior to the first class session. If you have questions, contact your M.Ed. Academic Advisor immediately.)

Credits: 3.00

**EDU 598                      Field Experience for Elementary Administration**

This course is designed to provide the student with the opportunity to practice those attitudes, skills and behaviors necessary to provide positive leadership in an elementary, middle, or secondary school. During the experience, the student will be required to participate in three hundred (300) hours of field experience at the k-8 elementary level. Students are also reminded that the internship is not grade specific, but building level specific, and hours should be completed within the entire targeted certification level.

Credits: 3.00

**EDU 599                      Field Experience for Secondary Administration**

This course is designed to provide the student with the opportunity to practice those attitudes, skills and behaviors necessary to provide positive leadership in secondary school. During the experience, the student will be required to participate in three hundred (300) hours of field experience at the 7-12 secondary level. Students are also

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reminded that the internship is not grade specific, but building level specific, and hours should be completed within the entire targeted certification level.

Credits: 3.00

### **EDU 600                      Issues in School Superintendency**

The purpose of this course is to familiarize students with the major technical and educational leadership functions of the superintendency. This course introduces foundational theory and practice of leadership skills, tasks, responsibilities and challenges as they are applied to school superintendents and central office administrators. Historical perspectives, issues and problems facing the superintendent will also be examined. Organizational culture, the dynamics and politics of the superintendency and Board of Education relationships, plus other impacting elements (legal issues, fiscal responsibilities, and governance) will be studied. Leadership in today's schools is not learned in isolation. This course assumes that learning is a social process and will attempt to use this social process as the students learn about the superintendency.

Credits: 3.00

### **EDU 601                      Superintendency Practicum**

This 3-credit hour course is designed to introduce the student to those attitudes, skills, and behaviors necessary to provide effective leadership at the school district central office level. During the practicum, the student will be required to complete fifteen (15) contact hours observing, interviewing and gathering information about the administrative leadership of a school district. With the guidance of the university supervisor (the facilitator for EDU 600/601), the student will be exposed to and produce assignments involving concepts of educational administration, management of school operations, auxiliary services, personnel management, instructional programs assessment, pupil personnel services and school-community relations. Concurrent enrollment in EDU 600/Issues in the Superintendency is required.

Credits: 3.00

### **EDU 602                      Administrative Mentoring Practicum**

Credits: 2.00

### **EDU 603                      Curriculum Auditing & Mapping**

This is a class in curriculum mapping and auditing (evaluation). It is designed to provide the learner with knowledge of the connection of mapping and auditing to improve student achievement. During the course students will learn the necessary steps to follow to successfully implement change in curriculum writing. Students will also map a subject/course using the studied method.

Credits: 3.00

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### **EDU 605                      Issues in Curriculum Leadership**

Philosophical foundations of K-12 curriculum, and its design, implementation and evaluation are examined. Basic principles of curricular theory are introduced and applied to an examination of current curriculum issues and trends.

Credits: 3.00

### **EDU 610                      Utilizing Statistical Procedures in Educational Research & Evaluation**

This course will focus on the knowledge, skills, and techniques necessary to effectively collect and interpret data related to school improvement issues. The course will include a discussion of basic statistical concepts that form the foundation for interpreting and analyzing the results of standardized tests and in using the results of this analysis for school improvement purposes. The course will also include procedures and skills necessary for critical review of educational research. Finally, the course will address specific assessment and research data relevant to the state of Missouri and provide the student the opportunity to implement knowledge and skills through case-based practice.

Credits: 3.00

### **EDU 620                      Effective School- Community Relation**

This course is organized to provide practical, research-based information and skills development to help prepare administrators to work in the area of public relations. Effective communications with all district stakeholders relates to both internal communications with staff, as well as interrelationships of educators with students, parents, media, and others in the community. The course will provide a solid conceptual base for the development of an effective school public relations program, the development of effective written and oral communications, along with a focus on the interpersonal skills that are needed to build and maintain effective relationships within an organization and community. Within the context of this course, students will learn and apply the definition of conflict, how to manage a conflict constructively and how to resolve conflicts to create an even more effective organization.

Credits: 3.00

### **EDU 625                      Modern Educational Thought**

Modern Educational Thought addresses the work of fifty of the twentieth century's most significant contributors to the debate on education.

Credits: 3.00

### **EDU 630                      Development & Implementation of Educational Policy**

This course provides a basic understanding of educational policy and how it is made. It focuses on the proactive requirements necessary for school administrators to be effective leaders in policy development and implementation. Examination of major research findings, analytical frameworks, and important political theory will be studied; as well as the relationship between values and policy development at the federal, state, district,

and building levels. The course also relates underlying theories of policy development to specific recommendations for practice.

Credits: 3.00

**EDU 635 Curriculum Leadership**

Leadership skills needed to promote an active, accessible, relevant and rigorous K-12 curriculum are introduced. Students will build the capacity to transform existing curricula into one that is multicultural, diversified and inquiry-based.

Credits: 3.00

**EDU 640 Human Resources in Education**

This course focuses on the various statutory and procedural issues involved with human resources administration. Human resources planning, recruitment, selection, professional development, and evaluation will be addressed. Motivational issues related to human resources administration and staff retention are also included; as are issues related to both formal and informal negotiations. Finally, legal and ethical issues related to human resources administration are explored.

Credits: 3.00

**EDU 645 Application of Learning Frameworks**

Using foundations of instructional theory and the essentials of K-12 curriculum design, the student will apply learning framework models to result in a connected, active and aligned curriculum that can be applied to instructional delivery. Frameworks of inquiry, problem solving, differentiation, and core curriculum are examined for application to future design and implementation.

Credits: 3.00

**EDU 650 School District Finance**

This course is designed to provide school leaders with a broad understanding and overview of school finance issues at the local, state, and national levels. The course will introduce various finance topics, detailing how they relate to local practice. In addition, specific finance practices such as fund accounting, payroll management, taxes, and tax rates, revenues and expenditures, and financial legal requirements will be examined.

Credits: 3.00

**EDU 653 School Plant & Facilities Development/Safety & Security**

This course will incorporate planning, design, construction, management, safety, and maintenance involved in the innovative delivery of instruction as well as ongoing daily operations of district buildings and grounds. It will incorporate activities related to selecting architects, designing buildings for innovative instruction, construction

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and performance contracting, monitoring and tracking of maintenance, furnishing and equipping facilities, cleaning operations, and developing safe and secure buildings and grounds.

Credits: 3.00

### **EDU 655                      Instruction and Assessment Design**

This course presents a dual focus on the philosophical and practical aspects of curriculum construction. Students will develop instruction that delivers understanding of content through varied processes in several context and conceptual frameworks. Understanding of course content is developed through a variety of readings, presentations, projects, and class discussion. Key topics include developing curriculum aligned to Missouri's Show-Me Standards, the historical bases for traditional subject-area curricula, alternative curriculum standards, philosophical bases of curriculum development, social and cultural issues, and future trends.

Credits: 3.00

### **EDU 657                      Field Experience**

The student and field experience on-site supervisor, a certificated school district central office administrator, will meet to discuss field experience expectations and requirements. The student will have the opportunity during the required six-month, 240 hour field experience to be introduced to those attitudes, skills, and behaviors necessary to provide leadership at the school district central office level. With the guidance of the university supervisor and a certificated district-level administrator acting as the field experience on-site supervisor, the student will start to plan for the six month field experience requirements. With the on-site supervisor guidance, the student will be exposed to concepts of educational administration. Management of school operations, auxiliary services, personnel management, instructional programs assessment, pupil personnel services, and school-community relations. Such exposures will help the student develop a practical perception of what the tasks, duties, and responsibilities are inherent in district-level administrative positions.

Credits: 1.00

### **EDU 673                      Educational Reform and Urban Educational Issues**

This course will help developing district leaders understand, facilitate and be proactive to the rapidly expanding scope of changes that are taking place in schooling and education. Basic principles of change, diffusion of innovations and research findings with case studies will be examined. Systemic change and leadership during times of change will be emphasized as well. School district leaders will study how the achievement gap, poverty and other urban educational issues impact student improvement, community perception and school reform. The course will also examine how social dynamics, cultural differences, pedagogy, physical/social environments and student resiliency play a part in making achievement gaps a lingering issue for educators.

Credits: 3.00

### **EDU 680                      Advanced School Law and Policy Development**

The course provides advanced information, perspective, and knowledge to educational administrators, including experienced principals and superintendents of schools. It provides administrators with the necessary state and

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federal legal and practical operational background that will enable them to effectively conduct school business and to operate school organizations and related environments within the constraints of the law (including constitutional, statutory, administrative, and case law). This course also provides a basic understanding of educational policy and how it is made. It focuses on the proactive requirements necessary for school administrators to be effective leaders in policy development and implementation.

Credits: 3.00

### **EDU 685 Curriculum and Program Evaluation**

Paralleling the need for continuous school improvement, the student will learn techniques for the evaluation of K-12 curriculum and curricular programming. The student will complete a practice simulation of a content area curriculum and will prepare a report of the evaluation's findings.

Credits: 3.00

### **EDU 690 Differentiated & Supplemental Program**

This course is designed to expose the student to the many specialized state and federal programs currently in place to assist public schools. The history and purpose of each program will be examined. Specific program requirements will be detailed for each of the major differentiated programs. Programs reviewed will include the Federal Title programs, special education/at-risk; professional development; technology integration and grant-based initiatives. Upon completion of this course, students should possess the knowledge to effectively evaluate, select and administer differentiated and supplemental programs common to school districts.

Credits: 3.00

### **EDU 696 Curriculum Leadership Practicum**

This 3-credit hour (six week) capstone course is designed to provide the student with application and reflective opportunities using those attitudes, skills, and behaviors learned in previous Ed.S program curricular design and instructional leadership skills necessary for success at the central school district and administrative office and building levels. All written work will be developed individually, although required textbooks for this course. Rather, all the textbooks and references (i.e. APA Manual, 5th edition) used earlier in the other Ed.S. program courses will be referred to, as needed to complete to assignments in EDU 696. During the practicum, while the student completes the required assignments, they will simultaneously be completing activities (estimated to total about fifteen hours) that can be counted toward completion of the 40 total experience hours required for the Ed.S. program. The students will be in the "field" observing, interviewing and gathering information from instructional staff in a school building and from the administrative staff at the central office of a school district. With the guidance of the university facilitator for EDU696, the student will be exposed to, and produce, assignments involving concepts of administrative management of instructional programs and the development and moitoring of a school or district written curricula with student assessment. The final curriculum project (which will be developed during this course via several sub-assignments) will be submitted at the end of this six-week course. This final project is a requirement for graduation and will apply previous learning and skills developed throughout this Ed.S. program for Instructional Leadership. The final product will be archived by the University (for accreditation review) for a period of seven years.

Credits: 3.00



**EDU 697 Superintendent Field Experience & Portfolio Development**

This course is designed to provide the student with the opportunity to practice those attitudes, skills, and behaviors necessary to provide positive and effective leadership at the school district and central office level. During the EDU657 Field Experience, the student is required to complete 240 hours of field experience to the district superintendency in collaboration with the university's supervisor (EDU657 and/or EDU697 course professor). The on-site supervisor must hold a superintendent certification and have at least two years experience as superintendent and/or assistant superintendent. The student will select, perform and complete activities involving concepts of educational administration, management of school operations and services, personnel management, instructional programs, professional development and assessment, pupil personnel administration, and school community relations as they align with the Interstate School Leaders Licensure Consortium (ISLLC) standards of effective leadership practice in education. Other Program of Education Standard bodies might also be required to make alignment to the student's work. The course will also assist the student in preparing for the certification examination, the School Superintendent's Assessment (SSA), required in Missouri to be a certificated Superintendent.

Credits: 3.00

**EDU 699 Field Experience II, Portfolio, Superintendent/District Leadership**

This course is designed to provide the student with the opportunity to practice those attitudes, skills, and behaviors necessary to provide positive leadership at the district level. Utilizing the practical experiences performed and related literature, the student will address one school improvement issue through the completion of a formal paper. Finally, an electronic professional portfolio aligned to the proper standards will be developed and submitted to the William Woods University assessment system. Prerequisite: Completion of all other EDS courses.

Credits: 3.00

**EDU 710 Aspects of Leadership**

As the world constantly changes, the expectations of leaders continue to increase. The effectiveness of a leader requires a high level of ability to work with others and respond to change. With the number of issues leaders continually face, the ability to create a vision of leadership and organize others into collective efforts to respond to the changing needs of society is a must. This course assumes that each individual has leadership potential and that leadership qualities can be developed through a series of experiences and reflections. Class activities will create opportunities to evaluate and assess leadership roles and practices along with documenting leadership experiences. Success in this course requires demonstrated mastery of theoretical concepts, capacity for collaborative work and the thoughtful integration of theory and practice.

Credits: 3.00

**EDU 720 Quantitative Analysis II**

This course will provide the educational practitioner with the support and further training to the quantitative skills needed for scientific research and data analysis. The course will include a review of basic statistical concepts as

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well as an introduction to the following statistical methodologies: Correlation, Regression, t-Test, ANOVA, Repeated Measures, Non-parametric test, Factor Analysis, and Categorical Data (Chi-Square). Series of practice problems, discussion, and weekly assessments from the textbook will take the students one step further on various experimental design and statistical test and data analysis. This course is designed with the dissertation in mind to provide foundation of knowledge and skill if a student chooses to do a quantitative analysis for his/her final dissertation.

Credits: 3.00

### **EDU 730                      Effective Educational Systems**

This course is designed to assist educational leaders in assessing needs and planning and communicating the importance and content of the effective school improvement plan. Building curriculum, designing instructional activities, maintaining positive school climate and assessing organizational performance through improvement planning are primary responsibilities of school/district leadership. This course will utilize an inquiry format into school effectiveness with students taking major responsibility for guiding the class discussion. The work will take a critical slant, interrogating traditional ideas about the means and ends of public education and proposing alternative solutions. This course is designed to encourage and assist students in deconstructing traditional ways of thinking about effectiveness and to critically examine traditional measures of effectiveness (i.e., assessment scores, dropout rates, etc.). The intent of the deconstruction and critical examination is not to diminish the importance of measuring school effectiveness, but rather to appreciate the inherent complexity of the issue and to understand and acknowledge relevant limitations in ways that can inform the work of scholarly practitioners.

Credits: 3.00

### **EDU 740                      Exploration of Qualitative Research**

This course will introduce educational leaders to concepts and strategies in qualitative research in preparation for conducting independent research. Students will discuss future trends, issues, and problems in academic educational systems. Students will critically understand and develop a qualitative research design as it applies to an educational issue. Course topics will include the framing of research questions, identifying data and data sources, and using theory in the design process.

Credits: 3.00

### **EDU 750                      Organizational Learning & System Change**

This course focuses on systems thinking, personal and organizational behaviors, and leadership approaches to the change process. Students will demonstrate ethical thinking and action in organizational settings by re-conceptualizing leadership roles and organizational structures. Students will learn concepts and theories and be able to apply them to their educational organizations. The design is to use case studies, experiential exercises, dialogue and group activities to interact with the pedagogy and concepts learned during the course.

Credits: 3.00

### **EDU 760                      Program Evaluation & Strategic Plan**

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This course will examine concepts, methods and approaches in the field of evaluation research. Students will be exposed to the theoretical and methodological diversity inherent in current evaluation practices. This course will also incorporate strategic planning models, forecasting methods, trend analysis, and future planning. Students will learn how to manage growth, change, and organizational improvement through the evaluation of educational programming.

Credits: 3.00

### **EDU 780                      Dissertation Proposal Seminar**

This course is an introduction to dissertation proposal requirements. Course assignments are designed to familiarize students with the information they will need to compile the first three chapters of their dissertation. Techniques for integrating peer-reviewed research into a cohesive literature review are presented. Requirements of the Introduction and Research Methods chapters are also examined. University policies and procedures covering the proposal defense and the dissertation defense are explained.

Credits: 3.00

### **EDU 781                      Dissertation Seminar**

The goal of this course is to help students through the final stages of their dissertation writing process— Institutional Review Board (IRB) approval, logistics of collecting data, developing the findings and creating the conclusions to the study (chapters four and five of their dissertation). Students will develop the survey instrument or their method of data collection, collect the data and begin assimilating the findings and conclusions. By the end of the course, the student will have collected the data and started the development of a rough draft for chapters four and five. Prerequisite: EDU780 with passing scores on written comps

Credits: 3.00

### **EDU 790                      Research Seminar**

This course is designed to allow students time to continue in writing their dissertation. Students will enroll in the course every term until completion and defense of their dissertation. Prerequisites: EDU781

Credits: 1.00

## Equestrian Education

### **EQE 530                      Equestrian Academic Instruction**

An overview of equestrian academic instruction, which investigates different types of programs, online versus traditional classrooms, today's student, governmental requirements, and graduate marketability.

Credits: 3.00

### **EQE 546                      Applied Instructional Theories**

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This course is an overview of the pedagogical methods and strategies geared towards equestrian educators. Topics include the development of a teaching philosophy, mounted and unmounted lesson structure and content and group versus private lessons.

Credits: 3.00

### **EQE 550                    Equestrian Curriculum Development**

This course focuses on an exploration of the equine-specific knowledge and skills that an equestrian graduate will need, and how this specific knowledge should be structured into program objectives and coursework.

Credits: 3.00

### **EQE 562                    Equestrian Educational Events & Competitions Management**

This course will examine different methods of equestrian program promotion and/or revenue generation. Topics will include horse shows, clinics, residential or day camps, and horse sales. Working with institutional admissions and marketing departments will be explored.

Credits: 3.00

### **EQE 574                    Management of Facility & Resources**

The student in this class will explore the many facets of equestrian academic and service programs. Through reflection papers, case studies, action plans and forum postings, the students will learn what is involved in running these programs. Topics covered include horse procurement and management, student recruitment and retention and facility management issues. Students will also investigate what types of faculty and staff are needed to keep a program running smoothly and to insure the institutional mission is met.

Credits: 3.00

### **EQE 576                    Development of Instructional Resources**

This course focuses on the development of academic resources, which will supplement and augment instruction. Along with the traditional resources such as text books, library offerings and teaching visual aids, the course will explore creative teaching tools such as video, Power Points, and webpages.

Credits: 3.00

### **EQE 582                    Current Issues in Equestrian Education**

This course is designed to provide educators with a broad understanding and better perspective of current issues that are facing equestrian education. The course will focus on a lively discourse and reflection of the many issues currently facing equestrian education. The course will serve as a platform for bridging the gap between goals, principles, theories, philosophies, and methodologies in the educational process and the real world of instruction and instructional components.

Credits: 3.00

**EQE 587                      Equestrian Education Capstone Project**

The capstone is the culminating experience for students in the Master's Degree in Equestrian Education. The capstone provides students with the opportunity to apply and integrate key concepts from each course in their program of study. Students will develop the curriculum for a semester-long course, complete with objectives, teaching formats and daily lesson plans. Students will identify not only useful outside resources but also create their own in a variety of formats.

Credits: 6.00

Equestrian Science

**EQS 500                      THERAPEUTIC HORSEMANSHIP**

Credits: 2.00

**EQS 503                      TEACHING IN THE CLASSROOM**

Credits: 2.00

**EQS 506                      EQUINE BUSINESS MANAGEMENT**

Credits: 3.00

**EQS 512                      TEACHING APPLIED RIDING I**

Credits: 1.00

**EQS 513                      METHODS OF SHOW COACHING**

Credits: 3.00

**EQS 521                      TEACHING APPLIED RIDING II**

Credits: 3.00

**EQS 523                    MANAGEMENT OF SCHOOL HORSES I**

Credits: 3.00

**EQS 524                    MANAGEMENT OF SCHOOL HORSES II**

Credits: 3.00

**EQS 591                    HISTORY AND THEORY OF EQUITATION**

Credits: 3.00

**EQS 600                    TEACHING THESIS**

Credits: 6.00

**Health**

**HLT 501                    Orientation to Healthcare Systems**

This is an overview course that sets the stage for the program. Through reading, reflective writing, and hands-on activities or practices, this course is designed to provide a foundation overview of the US health services system as well as that of other countries that provide free healthcare or no healthcare to their citizens.

Credits: 3.00

**HLT 505                    Healthcare Administration**

This course is designed to provide a comprehensive survey of the current status of the United States health services system. Course studies encompass a macroscopic analysis of the healthcare industry and the major factors influencing the United States healthcare system. Specific topics include an overview of organization, management, and economic support structures, the development and deployment of organization resources and the delivery component of the United States health system as well as recent developments regarding the Affordable Care Act.

Credits: 3.00

**HLT 519                      Legal Aspects of Health Care Administration**

Through reading, reflective writing, and hands-on activities or practices, this course is designed to immerse the student in the legal environment of the business of health care. Students will learn about a variety of laws that affect the health care industry today and how to identify legal issues involved in health care administration. The course will include an in-depth study of laws governing contracts, corporate liability, and the legal issues specific to various aspects of the health care industry.

Credits: 3.00

**HLT 527                      Human Resource Management in Healthcare**

This course provides an overview of individual and group behavior within the context of a healthcare organization. The primary objective of the course is the development of each participant's potential for becoming an effective member of an organization. A wide variety of topics and theories are discussed as they relate specifically to the types of positions needed to deliver healthcare services. The course will follow the basis outline of reviewing organizational behavior in general, examining individual behavior with organizations, investigating group and social processes and analyzing organizational processes.

Credits: 3.00

**HLT 540                      Ethics in Healthcare**

A knowledge of the ethical issues that are specific to healthcare are explored in this course. In every industry, ethical decisions are made every day by management and by front line care-givers. This course provides a framework for students to develop their ethical standards and to apply these standards in their future healthcare endeavors.

Credits: 3.00

**HLT 547                      Medical Terminology for the Healthcare Manager**

This course provides an opportunity for students to learn the language of business in the healthcare industry. Students will be able to converse with healthcare professionals by gaining an understanding of prefixes, suffixes, root words, and anatomical and other medical definitions.

Credits: 3.00

**HLT 555                      Healthcare Systems Financial Management**

The purpose of this course is to familiarize the student with commonly used financial terminology, obtain a better understanding of the preparation and interpretation of financial statement data and provide a foundation which will better enable the student to utilize quantitative methods for financial decision making within the healthcare industry. Prerequisites: BUS 542

Credits: 3.00

**HLT 570 Healthcare Marketing**

This course will provide the student with an understanding of how to market a healthcare facility or service. Students will be asked to choose a specific healthcare facility and create a comprehensive marketing plan for that company based on research of available media. The marketing plan will include content of the advertisements as well as a budget for various media selections.

Credits: 3.00

**HLT 581 Healthcare Technology**

This course will provide an overall vision, framework and pedagogy to understanding information systems used in healthcare facilities. It will provide students an essential core of guiding Information Systems principles to use as they face the career challenges ahead. The ultimate goal of the course is to develop effective, thinking, action-oriented employees who are well informed about the types of technology that healthcare facilities need. In addition, the course will give students exposure to a number of online tools. The goal is to allow students the opportunity to experience first-hand how these tools could be effective communication devices for collaboration in business today.

Credits: 3.00

**HLT 583 Organizational Change Management in Healthcare Administration**

In this course, students will explore organizational change as dynamic and often chaotic events within health organizations. Various means of implementing change will be discussed such as strategic change management, adaptive leadership and organizational re-design. Students will apply course material to current challenges faced by health organizations.

Credits: 3.00

**HLT 585 Exploration of Healthcare Administration Issues**

This course is the first of three courses pertaining to the practicum experience that each MHA student must complete. In this course, students begin to explore local healthcare facilities who could benefit from a student practicum. The students will examine previous health-care related practicum projects and narrow their research interests until one facility and one project have been agreed upon by the student and the WWU administration. Prerequisites: HLT 501, 505, 519, 527, 540, 555, 547, 570, 581

Credits: 3.00

**HLT 591 Healthcare Industry Practicum**

This course is the second of three courses related to the practicum experience that every MHA student must complete. In this course, students are not required to attend class in the traditional manner, instead they spend a



minimum of 40 hours at a healthcare facility shadowing a healthcare administrator. In addition, the student will be asked to journal their time in the facility and to note areas that need improvement. The student will also be asked to choose a topic of research for their capstone thesis. Prerequisites: HLT 585

Credits: 3.00

**HLT 592                      Policy Issues in Healthcare Administration**

Students will examine the process of policy decision-making and analyze current and emerging healthcare policy issues. Major health policy issues such as the Affordable Care Act, prescription drug pricing and international health standards will be explored.

Credits: 3.00

**HLT 598                      Integrated Studies in Health Administration**

This course represents the culmination of the MHA program. As such, students will be required to integrate the knowledge gained throughout their program of study. Students will prepare and present a critical paper based upon their analysis of a current health administration issue. Prerequisite: Completion of all core MHA courses.

Credits: 3.00

**HLT 599                      Capstone Thesis**

This course is the third of three related to the practicum experience that every MHA student must complete. However, preparation for this course really begins on day one of the program. Students will use the research they completed during HLT 585 and HLT 591 as well as the theories and substantive knowledge gained throughout the program as the basis for these thesis projects. Students will complete a thesis with a clear question or problem and a proposed method of answering the question or solving the problem. The course may not be taken until all other courses within the program have been completed with a minimum GPA of 3.0. Prerequisite: BMT 591

Credits: 3.00