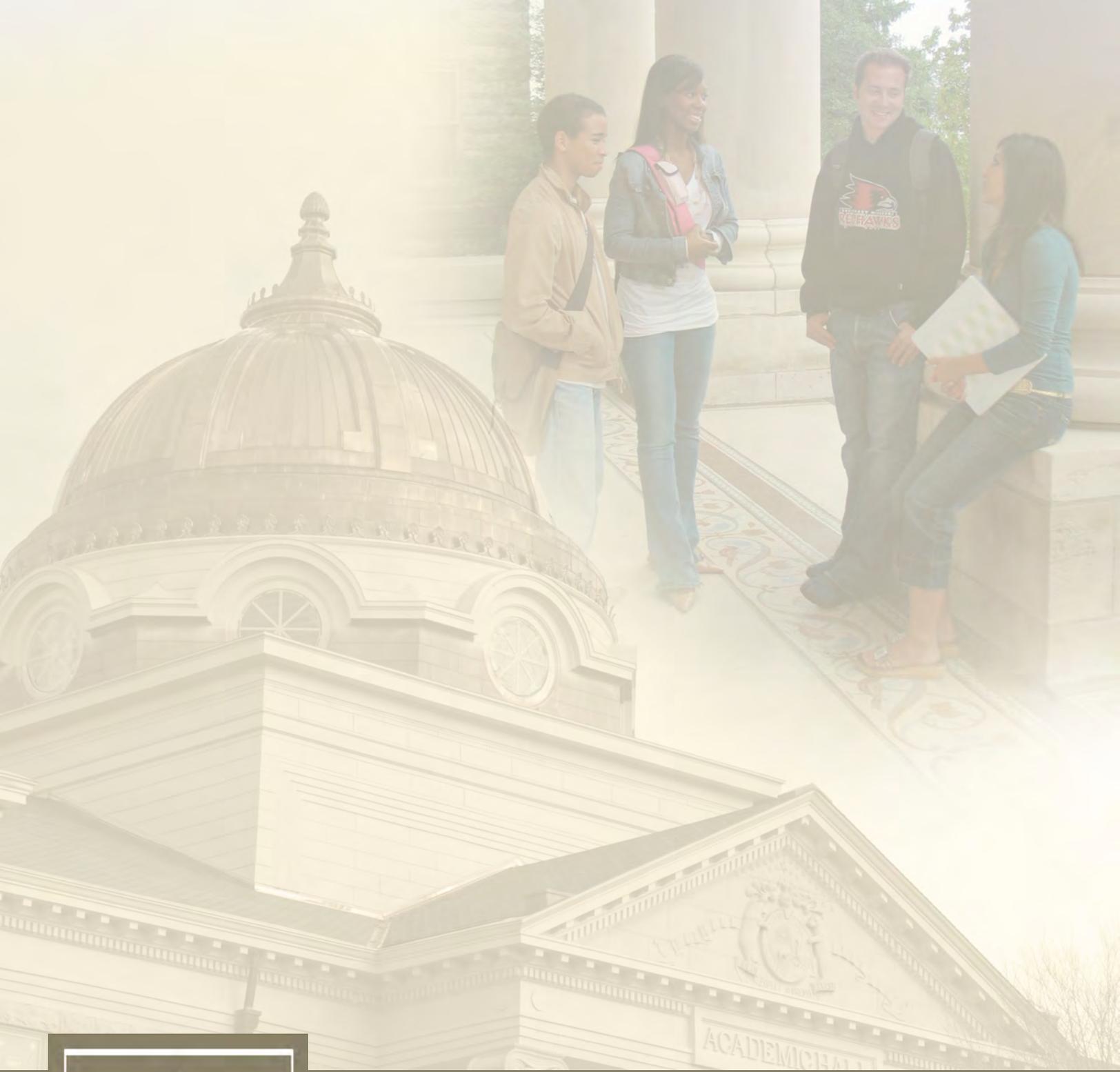


2013-2014

Graduate Bulletin



Southeast
Missouri State University[™]
Cape Girardeau



Southeast
Missouri State University

Academic Policies

STUDENT RESPONSIBILITY

Graduate students are responsible for knowing and complying with the policies and procedures contained herein which govern all graduate students.

APPEAL PROCESS

Students who, for cause, seek relief from institutional policies may appeal to the Graduate Council. A letter of petition clearly stating the reason for the appeal should be addressed to the Graduate Council, c/o the Dean of Graduate Studies. For issues which relate to the graduate program, the first level of appeal is the faculty member followed by the department chairperson.

ADMISSION REQUIREMENTS FOR GRADUATE PROGRAMS

A student will be admitted to graduate study when the following admission requirements are satisfied:

1. Holds a baccalaureate degree from a regionally accredited college or university.
2. Has an undergraduate cumulative GPA of at least 2.5 on a 4.0 scale (except when superseded by specific program requirements which require a higher GPA).
3. Has met other specific requirements for applicable program (see Program Admission Policies).

ADMISSION CLASSIFICATIONS

Students will be admitted to graduate study in one of seven admission categories:

1. **Regular Admission** - The student meets both the School of Graduate Studies and departmental standards for admission.
2. **Provisional Admission** - The student holds a baccalaureate degree but does not meet the course prerequisites for the program or is a senior in her/his last semester who is seeking admission for a subsequent semester. Provisional admission will normally be granted for only one semester. Upon

recommendation of the student's advisor, the provisional period may be extended. Students admitted provisionally to the School of Graduate Studies who have undergraduate prerequisite courses to complete will be charged graduate fees for their coursework. If students have undergraduate coursework to complete prior to formal admission to a graduate program, they may wish to apply for admission as a second-degree-seeking undergraduate student to complete prerequisites at the undergraduate fee rate. After completion of the coursework, students can apply for graduate admission.

3. **Academic Probationary Admission** - Students with at least a 2.25 undergraduate cumulative GPA and a 2.75 in the last 60 hours may be admitted on a probationary basis pending completion of 9 hours of 600-level work with a grade of 'B' or better. (See specific program requirements which may supersede these minimum standards.)
4. **Conditional Admission** - International students who need additional English language training may be conditionally admitted through the Intensive English Program (IEP). Applicants must meet all admission requirements except for test scores (i.e. TOEFL or IELTS, GRE, GMAT). Conditionally admitted students may not enroll in graduate level classes until they satisfy all remaining graduate program admission criteria.
5. **Non-degree-seeking Admission** - Students who do not wish to pursue a degree but who are eligible for graduate study may take courses for graduate credit as non-degree-seeking students. This includes international students who participate in approved exchange programs at Southeast Missouri State University, and whose educational levels in their respective

countries of origin are commensurate with graduate students at this institution. Non-degree-seeking students are not eligible for financial aid. Departmental approval is required to apply credits earned as a non-degree-seeking student to a degree program.

A domestic applicant must submit an Application for Graduate Admission as a non-degree-seeking student, proof of citizenship and a \$30 non-refundable application fee.

Admission to (K-12) ESOL Certification Program - Students wishing to gain certification only in (K-12) ESOL must seek admission to the certification program. Admission requirements for the ESOL certification include having a valid teaching certificate and a 2.75 cumulative undergraduate grade point average or a master's degree (see Master of Arts in TESOL for more information). An applicant must submit an Application for Graduate Admission as a non-degree-seeking student, transcripts of all graduate and undergraduate course work completed, proof of citizenship and a \$30 non-refundable application fee. Certification students are expected to maintain a level of academic achievement consistent with the standards of the School of Graduate Studies.

6. **Senior Admission** -Senior Admission/Dual Enrollment -A senior in his/her last semester, not counting the student teaching or internship semester, may be admitted to the School of Graduate Studies if:
- The student has a minimum 2.75 cumulative GPA.
 - The student meets both the School of Graduate Studies and departmental standards for admission.
 - The student will complete a bachelor's degree at the end of the

semester, or the following semester if it is the student teaching/ internship semester.

Students may not enroll in more than 6 graduate credit hours during the semester of dual enrollment.

7. **Accelerated Programs** - Southeast Missouri State University offers eligible undergraduate students the opportunity to get both undergraduate and graduate credit for some courses. Please contact the department to ascertain what courses are acceptable for the Accelerated Program. The requirements for admission to this program are:

- Be a senior in standing (completed a minimum of 90 credit hours).
- Have a minimum cumulative GPA of 3.25.
- Complete Accelerated Program Application with department chair signature.

All application documents must be submitted directly to the department for approval. The deadline for receipt of all materials by the department is the last working day prior to the beginning of each semester. Students who qualify for the accelerated program are limited to 6 credit hours of graduate-level course work. Courses will be initially recorded as undergraduate credit. Once final grades are available, graduate credit will be recorded.

ADMISSION PROCEDURES – REGULAR ADMISSION

The prospective student must submit an Application for Graduate Admission to the Office of Admissions. All transcripts and other required documentation must be sent directly to the Office of Admissions no later than May 15 for the summer semester, August 1 for the fall semester, and November 21 for the spring semester (see specific program requirements which may supersede these deadlines). The

applicant must also complete the following steps and meet the following requirements:

1. Submit a nonrefundable \$30 application fee.
2. Request that an official transcript showing graduation from an accredited college and complete individual transcripts from all colleges attended be sent directly to the Office of Admissions (Southeast Missouri State University transcripts do not need to be sent).
3. Submit proof of citizenship. This is required to maintain compliance with Missouri House Bill 390. Acceptable documents include: valid driver's license, state-issued non-driver's identification card, U.S. birth certificate, U.S. military identification card, U.S. passport, I-551 card (resident alien card), passport stamped "Approved I-551" or "Processed for I-551."
4. Comply with School of Graduate Studies and departmental standards for admission.

ADMISSION OF INTERNATIONAL STUDENTS

All international students who wish to enter Southeast Missouri State University are required to:

1. Demonstrate adequate English proficiency to successfully pursue graduate level coursework by either:
 - Completing the Test of English as a Foreign Language (TOEFL) with a score of 550 paper-based or 79 iBT or better or the International English Language Testing System (IELTS) with a score of 6 or better.
 - OR
 - Satisfactorily completing one year of degree coursework at a U.S. college or university.

Students applying for conditional admission through the Intensive English Program (IEP) are not required to submit TOEFL or IELTS.

2. Submit an Application for Admission to the Office of International Education and

Services. No acceptance letter or I-20 will be issued to an international applicant after the following dates: Fall semester - June 1; Spring semester - October 1.

3. All applicants must have a degree equivalent to a four-year baccalaureate degree awarded by U.S. universities or colleges.

Applicants with a four-year degree: Submit an official transcript (mark sheet) of your baccalaureate and graduate record from all colleges attended, showing the courses taken, grades earned, rank in class, grade point average, and class or division earned, if applicable. If the original is in a foreign language, and English translation must be provided.

Applicants with a three-year degree: Submit an official report from an NACES member credential evaluation service that demonstrates degree equivalency with a U.S. four-year baccalaureate degree.

4. Submit financial statement(s) from applicant, parent, or sponsor, indicating source and amount of funds available per year.
5. Pay \$40 nonrefundable application fee.
6. Submit appropriate official test scores (GRE, GMAT, Miller Analogies Test, etc.). Students applying for conditional admission through the IEP may submit these after acceptance.
7. International students without prior educational experience in the United States may not be awarded a teaching assistantship until one semester in residence has been completed.

APPLICATIONS

Applications for admission can be obtained from the School of Graduate Studies web site at <http://www.semo.edu/gradschool/apply.htm> or by contacting the appropriate office:

Domestic Students:
Office of Admissions
MS 3550
One University Plaza
Cape Girardeau, MO 63701

(573) 651-2590
admissions@semo.edu
International Students:
International Education and Services
MS 2000
One University Plaza
Cape Girardeau, MO 63701
(573) 986-6863
intadmit@semo.edu

ACADEMIC STANDARDS AND GENERAL PROVISIONS

1. A grade point average of 3.0 or higher on a scale of 4.0 in all graduate work taken is required for a degree, unless otherwise required by a degree program. A student who accumulates a graduate grade point average below 3.0 will be placed on academic probation subject to the following provision.
2. A student who receives a failing grade ('F') in a graduate course may not continue in a graduate program until obtaining the written approval from the appropriate college/department/program official(s) and the Dean of the School of Graduate Studies. Failure to follow this procedure will result in suspension from the graduate school. To be removed from academic probationary status, the student must successfully retake the failed course and have a cumulative grade point average of 3.0 or higher.
3. A student who accumulates 6 or more hours of graduate credit in which a grade of "C" is earned may not continue in a graduate degree program until obtaining the written approval from the appropriate college/department/program official(s) and the Dean of the School of Graduate Studies. Failure to follow this procedure will result in suspension from the graduate school. To be removed from academic probationary status, the student must have a cumulative grade point average of 3.0 or higher.
4. A student with a cumulative graduate grade point average below 3.0 but who does not meet the conditions of items 2 or 3 may continue in a graduate degree program for one additional semester. To be removed from academic probationary status, the student must have a cumulative grade point average of 3.0 or higher at the end of subsequent semester. A student who does not achieve a 3.0 or higher cumulative grade point average may not continue in a graduate degree program until obtaining the written approval from the appropriate college/department/Program official(s) and the Dean of the School of Graduate Studies.
5. Non-degree-seeking students are expected to meet the same standards as degree students with respect to maintaining a 3.0 or higher grade point average.
6. Graduate courses are graded 'A,' 'B,' 'C,' and 'F.' There is no 'D' grade at the graduate level.
7. A grade of "Incomplete" must be removed during the next academic year, exclusive of the summer semester, or a grade of 'F' will be recorded and the student will be placed on academic probation. The exception is for the final research project which may have an incomplete recorded until it is completed. When the research project is completed and the final grade recorded, the 'I' will be automatically removed.
8. All requirements for the master's degree must be completed within a six-year period.
9. For the regular semester, nine credit hours constitute a full load. There is no maximum course load for the summer session though availability to enroll in courses will be constrained by course offerings.
10. One half of the hours required for the degree must be in courses numbered 600 or above and taken from Southeast Missouri State University. Workshop credit may not be used to fulfill this requirement.
11. Dual-enrollment courses cannot be repeated for graduate credit if they appear on the student's undergraduate transcript. No coursework, including 500-level courses, applied to the undergraduate degree can count toward a graduate degree.

12. Students taking credit/no-credit courses must demonstrate "B" level work to receive "credit" for a graduate course.
13. For each master's degree program the student must produce a significant capstone work (e.g., thesis, non-thesis paper, internship paper, or creative work).
14. Seniors in their last semester may apply for a special status that allows them to take a 600-level course.

ACADEMIC HONESTY

Academic honesty is one of the most important qualities influencing the character and vitality of an educational institution. Academic misconduct or dishonesty is inconsistent with membership in an academic community and cannot be accepted. Violations of academic honesty represent a serious breach of discipline and may be considered grounds for disciplinary action, including dismissal from the University. Academic dishonesty is defined to include those acts which would deceive, cheat, or defraud so as to promote or enhance one's scholastic record. Knowingly or actively assisting any person in the commission of an above-mentioned act is also academic dishonesty.

Students are responsible for upholding the principles of academic honesty in accordance with the "University Statement of Student Rights" found in the STUDENT HANDBOOK. The University requires that all assignments submitted to faculty members by students be the work of the individual student submitting the work. An exception would be group projects assigned by the instructor. In this situation, the work must be that of the group. Academic dishonesty includes:

Plagiarism - In speaking or writing, plagiarism is the act of passing someone else's work off as one's own. In addition, plagiarism is defined as using the essential style and manner of expression of a source as if it were one's own. If there is any doubt, the student should consult his/her instructor or any manual of term paper

or report writing. Violations of academic honesty include:

1. Presenting the exact words of a source without quotation marks;
2. Using another student's computer source code or algorithm or copying a laboratory report; or
3. Presenting information, judgments, ideas, or facts summarized from a source without giving credit.

Cheating - Cheating includes using or relying on the work of someone else in an inappropriate manner. It includes, but is not limited to, those activities where a student:

1. Obtains or attempts to obtain unauthorized knowledge of an examination's contents prior to the time of that examination.
2. Copies another student's work or intentionally allows others to copy assignments, examinations, source codes or designs;
3. Works in a group when she/he has been told to work individually;
4. Uses unauthorized reference material during an examination; or
5. Have someone else take an examination or takes the examination for another.

General Responsibilities for Academic

Honesty - It is the University's responsibility to inform both students and faculty of their rights and responsibilities regarding such important matters as cheating and plagiarism. Most of what is considered unethical or dishonest behavior can be avoided if faculty and students clearly understand what constitutes such practices and their consequences. The University community should also be aware of the procedures to be followed should a breach of academic honesty occur.

The faculty member is responsible for clarification to his/her class of those standards of honesty for class assignments or functions where such standards may be unclear or when such standards vary from the accepted norm. Further, some faculty may choose to utilize preventive measures (multiple exams, alternate

seating, etc.) to help insure the maintenance of academic honesty. However, the use of such measures is the prerogative of the individual faculty member and is not a responsibility or requirement of faculty in general.

The fundamental responsibility for the maintenance of honesty standards rests upon the student. It is the student's responsibility to be familiar with the University policy on academic honesty and to uphold standards of academic honesty at all times in all situations.

Protocol for Adjudicating Alleged Violations of Academic Honesty - Faculty members who

discover evidence of academic dishonesty should contact the student within five business days of discovering the alleged dishonesty to arrange to meet and discuss the allegation.

Prior to this meeting the faculty member may consult with the Department Chairperson, the appropriate Dean, and the Office of Judicial Affairs. The following sections describe the procedures to be adhered to in each of the listed instances: the student acknowledges the violation, the student denies the violation, and the appeals process. If the faculty member is the Department Chairperson, a departmental designee will assume the Department Chairperson's role in this protocol and references to the Department Chairperson should be read as departmental designee. The procedures below should be followed with online, ITV or face-to-face classes.

I. Informal Resolution

A. The Student Acknowledges the Violation

The faculty member will meet with the student suspected of engaging in academic dishonesty. Faculty for online courses will contact students via email with copies of the assignment under review attached. If the student acknowledges the act of academic dishonesty, the faculty member will resolve the issue informally or move to

the first step of the formal process (Section II A). Students enrolled in ITV or online courses who fail to respond to electronic correspondence from the faculty within 5 business days will either receive academic sanctions or be referred for a formal hearing.

The faculty member has the discretion to determine the course of action after conferring with the student and may either excuse the student based on the facts or impose an appropriate sanction. If the faculty member considers the student's actions not to be an egregious violation of the academic honesty policy or his/her action resolves the matter, then the matter is resolved.

In imposing a sanction or sanctions, faculty members must adhere to the grade sanction policy, if any, as described in the faculty member's course syllabus. A faculty member's grade sanction policy may not include permanent removal of the student from the course or suspension or expulsion from the University. If a faculty member's course syllabus does not include a grade sanction policy, a faculty member may impose one or more of the following sanctions: require the student to redo the work, fail the student on the work, or require the student to receive additional instruction as provided by the University Library, Writing Center, or other University resources.

B. The Student Does Not Acknowledge the Violation or Does Not Accept Faculty's Sanctions

If the student does not acknowledge the violation or believes the faculty's sanctions are excessive, he/she can request a formal hearing.

II. Formal Resolution

It is the faculty member's discretion to determine whether the violation warrants referral to the Department Chairperson for judicial action.

A. Student Acknowledges the Violation and Faculty Refers for Judicial Action

1. If the faculty member believes that the violation warrants judicial action, notification should be provided to the student and the faculty member's chairperson within five business days following the initial faculty-student discussion. The Department Chairperson shall submit written notification (utilizing the approved form) to the appropriate Dean and the Judicial Coordinator with a copy to the student, within five (5) days of receiving the faculty notification.
2. Within five business days after receiving notification from the Department Chairperson, the Judicial Coordinator will schedule a judicial conference to address the charge (assign sanctions) of academic dishonesty. The Judicial Coordinator will immediately initiate written contact with the student enrolled in online or ITV courses per electronic correspondence.
3. In addition to being required to complete the sanction or sanctions imposed by the faculty member in accordance with the guidelines in Section I A, the student will be placed on Disciplinary Probation at least through the next semester in which the student is enrolled at Southeast Missouri State University. If the student is not in good disciplinary standing, the Judicial Coordinator will follow the Code of

Student Conduct to determine the appropriate disciplinary sanction.

4. In addition to the original faculty sanctions, the Chair can impose additional sanctions in accordance with the guidelines in Section I A.
5. The Department Chair may recommend failing the course, suspension or expulsion if he/she believes the incident warrants more severe action than Disciplinary Probation. These recommendations, along with supporting documentation, will be shared in writing with the appropriate Dean and Judicial Coordinator (with a copy to the Dean of Students). The Judicial Coordinator will review documentation, meet with the student, and impose sanctions as warranted.

B. The Student Denies the Violation

In cases of alleged academic dishonesty where facts are disputed or denied by the student, the following procedures will be completed.

1. Hearing with Department Chair

- a. The faculty member will forward a written summary within five days of the initial discussion with the student to the Department Chairperson. This summary must contain copies of all relevant materials and the names of any witnesses. Student access to information about the alleged incident will be determined in accordance with the guidelines published in the Code of Student Conduct.
- b. Within five business days after receiving the written summary of the incident from the faculty

member, the Department Chairperson will contact the faculty member and the student to arrange a formal hearing. The formal hearing will be conducted within two weeks of notification. The Department Chairperson will also notify the Judicial Coordinator of the formal hearing as soon as it is scheduled.

For online or ITV courses, the Department Chairperson will notify the student of the formal hearing via email. The student will be given five (5) business days to respond to the Department Chairperson's notification.

- c. The Judicial Coordinator will immediately initiate written contact the student to review the student's rights in the judicial process, the allegations against the student, and the hearing procedures. The Judicial Coordinator will inform the student that he or she may select a person of the student's choosing to accompany him or her to the formal hearing. Such a person may act only in an advisory capacity during the formal hearing. Students in online or ITV courses may have this advisory person review the evidence and the student's response.
- d. The Department Chairperson shall consult with the Judicial Coordinator or the Dean of Students regarding the student's due process rights before proceeding with the formal hearing. The hearing will be conducted by the Department Chairperson in accordance with the

standards provided in the University's Code of Student Conduct. For students enrolled in online or ITV courses, the Department Chair will send the evidence to the student electronically. The student will be given five (5) business days to respond to the email. The Department Chair will review the evidence presented by the faculty and the student's response.

After the hearing (or review of evidence and online student response), the Department Chairperson will submit written notification of the result of the formal hearing to the appropriate Dean and the Judicial Coordinator with a copy to the student within five business days.

- e. If the student is found not in violation of the academic honesty policy, then the case will be dismissed.
- f. If the student is found in violation of the academic honesty policy, then the student will be required to complete the sanction or sanctions imposed by the faculty member in accordance with the guidelines in Section I A.
- g. The Department Chair will refer the student to the Judicial Coordinator who will place the student on disciplinary probation at least through the next semester in which the student is enrolled at Southeast Missouri State University. If the student is not in good disciplinary standing, the Judicial Coordinator will follow the Code of Student Conduct to

determine the appropriate disciplinary sanction.

- h. In addition to the original faculty sanctions, the Chair can impose additional sanctions in accordance with the guidelines in Section I A.
- i. The Department Chair may recommend failing the course, suspension, dismissal or expulsion if he/she believes the incident warrants more severe action than disciplinary probation. These recommendations, along with supporting documentation, will be shared in writing with the appropriate Dean and Judicial Coordinator (with a copy to Dean of Students). The Judicial Coordinator will review documentation, meet with the student, and impose sanctions as warranted.

III. The Appeals Process

Either the student or the faculty member may appeal the result of the formal hearing. An appeal must be made within five business days after the decision is rendered. Appeals must be in writing through e-mail, local mail or personal delivery. There are two levels of the appeals process. The All University Judicial Board is the first level and the Provost is the second and final level of appeal. At each level, an appealed case merits being heard based on the following conditions.

- A. An excessive sanction when compared with previous sanctions for similar violations under similar circumstances. *
- B. The discovery of significant new information relevant to the case.
- C. Procedural error regarding the student's rights involving error in the administration of judicial procedures by the faculty, Department Chair or Judicial Coordinator.

The appeals process is not for retrying or rehearing a case. Decisions made during the appeals process can result in one of the following.

- A. The sanction being altered based on a finding that the sanction is not consistent with past practice.
- B. A new hearing being granted based on new information.
- C. A new hearing being granted because the Protocol for Adjudicating Alleged Violations of Academic Honesty was not applied appropriately.

No grade penalty should be assigned by the faculty member until the judicial process determines that an act of academic dishonesty has occurred. If the charges cannot be resolved prior to the end of the current semester, a grade of 'I' should be assigned pending the outcome of the hearing. The 'I' will remain on the student's transcript until the charges are resolved. If the charges are still not resolved before the time frame for the 'I' expires, the faculty member will request from the Registrar's Office an extension of the grade of 'I'. The faculty member and the Department Chair will be notified of the outcome of the disciplinary case in order to assign a grade for the course. If the student is found not to be in violation of the Academic Honesty Policy, neither the faculty member nor any other member of the University community may take any other action against the student.

*Specific sanctions in syllabus are not subject to appeal.

If the matter cannot be resolved through dialogue with the student, a meeting should be set up between the student, the faculty member and department chairperson.

Before allowing the matter to reach this stage, the faculty member should make sure that he/she has gathered substantial evidence of dishonesty, such as a copy of the book or

journal that a student has plagiarized from, a crib sheet, or identical answers on tests/papers of students suspected of cheating, to support any accusation of academic dishonesty. Remedial action should be commensurate with the academic violation. The faculty members should avoid situations that might suggest "double jeopardy." Normally, any penalties imposed by the faculty member should be limited to academic course-related sanctions. A faculty member may initiate suspension from class or dismissal from the University of a student who violates academic honesty. Recommendations for permanent suspension from class or dismissal from the University are subject to review at the department, college, and University levels. Faculty members should use discretion in deciding when revealing the details of a violation of academic honesty is appropriate. Faculty members are expected to follow University policy when dealing with issues involving academic honesty.

ADVISING

Each student admitted to a degree program is assigned an advisor by the department in which the student plans to major. Once the major is declared, the student may refer to their DegreeWorks audit at any time to evaluate progress toward the degree. It is recommended that students review their audits with their advisors at least once per semester. Students should not assume that courses taken at Southeast or elsewhere without advisor approval will apply to the degree. With advisor approval, a maximum of six semester hours of graduate level course work completed prior to admission may be applied to a degree program unless prohibited by program regulations. In some departments, students may need to choose electives approved by the advisor. The advisor will notify the Registrar's Office of such choices so that the approved electives will appear on the student's degree audit.

CORRESPONDENCE COURSES

No correspondence work will be accepted for graduate credit.

COURSE NUMBERING

500-level classes are advanced undergraduate classes. Most are open to graduate students. To earn graduate credit additional course requirements must be met.

600-level courses are open to graduate students only.

700-level classes are reserved for Ed.S. students.

900-level classes are reserved for Ed.D. students.

Workshops numbered 834-866 are open to both graduate and undergraduate students. Those numbered 867-899 are open to graduate students only. Workshop credit may not be used to satisfy the 600-level course requirement.

To accommodate the needs of students, 600 and 400 level courses maybe simultaneously delivered in a classroom. There are, however, differences in requirements, expectations and evaluation of graduate students.

ENROLLMENT/CANCELLATION/WITHDRAWAL

Enrollment:

Registration/Enrollment - All currently enrolled students register for classes using the web registration system located at <http://portal.semo.edu>. Web registration instructions can be accessed on the Registrar's website, www.semo.edu/registrar.

Controlled Classes - Controlled classes are not available for enrollment through the web. Students should contact the department to enroll in controlled classes.

Change of Schedule - Students may add or drop classes until the deadlines listed on the Semester Calendar which can be accessed on

the Registrar's website,
www.semo.edu/registrar.

Late Enrollment - Students are expected to enroll prior to the start of classes. They may enroll during the first week of the fall or spring semester. Late enrollment dates for the summer semester can be accessed on the Registrar's website, www.semo.edu/registrar. A fee may be charged for late enrollment.

Cancellation/Withdrawal from the University - Students may cancel their enrollment prior to the start of classes using the web registration system to drop all classes or by notifying the Office of the Registrar in writing. Such notification must be RECEIVED by the first day of the semester. Students may withdraw from the University until the "Last Day to Drop a Class," listed on the Registrar's website, www.semo.edu/registrar, using the web registration system or by notifying the Office of the Registrar in writing. After that date and until the official withdrawal date which is listed on the Registrar's website, students must contact the Office of the Registrar to complete the withdrawal process. All financial obligations to the University must be fulfilled. Grades of 'F' are recorded for students who do not withdraw officially from the University.

FEES

Student Financial Services (SFS) administers all fees, billing, and financial aid. SFS operates as a single service center for all your financial needs. The SFS website (www.semo.edu/sfs) provides extensive information for most of your general questions. All fees and policies are established by the Board of Regents and available through Student Financial Services website (www.semo.edu/sfs/fee-schedule.htm). Fees are set annually by the Board of Regents and are subject to change without written notice. Application Fee Applicants for regular admission must submit a nonrefundable application fee of \$30 (Domestic) or \$40 (International).

Binding Fee - Students writing theses are expected to pay for all thesis publication costs.

Contact the School of Graduate Studies for further information.

Examination Fee - If a degree candidate has completed all coursework and needs to schedule only the oral or comprehensive examination, a minimum enrollment fee equal to the one hour resident rate must be paid. Students must register for the appropriate examination.

Graduation Fee - Degree candidates are required to pay a \$35 fee during the semester in which they plan to complete their degree requirements.

Late Enrollment Fee - Students enrolling on or after the first day of classes for the semester are subject to a \$15 late enrollment fee.

Special Course Fees - Special course fees are assessed for certain courses to cover the costs of consumable supplies, specialized equipment, and/or other expenses unique to the course. These fees are published and available online at <http://www.semo.edu/sfs/fees.htm>. Please note that all fees are subject to change by the Board of Regents without prior written notice.

FINAL MASTER'S EXAMINATION

A written final comprehensive examination normally covering the degree program must be passed by each candidate for a degree who elects the non-thesis option. Each candidate who elects the thesis option will be required to pass the oral examination in defense of the thesis and will not normally be required to take a written examination. All students must enroll for either the oral or comprehensive examinations during the final semester.

The following courses (GR) are common to all departments:

GR698: Master's Final Comprehensive

Examination - The written comprehensive is an examination over the degree program. Students must enroll in GR698 during the final semester. If not enrolled in regular coursework a minimum enrollment fee must be paid.

GR699: Master's Oral Examination - The oral examination will be conducted for students writing a thesis or internship paper in lieu of the

comprehensive examination. Students must enroll in GR699 during the final semester. If not enrolled in regular coursework or thesis, a minimum enrollment fee must be paid.

FINANCIAL AID

Graduate students enrolled at least half-time are eligible to borrow through the Federal Direct Unsubsidized Stafford Loan Program. Graduate students who are borrowing for a loan period beginning on or after July 1, 2012 are no longer eligible for a subsidized Stafford Loan. There are a limited number of endowed scholarships available to graduate students. Information on endowed scholarships and how to complete the application is available at www.semo.edu/foundation/scholarships-and-endowments.htm. Application deadline is March 1 for the upcoming academic year. Out of state graduate students who work in Missouri and pay Missouri income tax, may be eligible for the Missouri Income Tax Credit. All or a portion of the Missouri income tax paid may be used as a credit against the difference between in-state and out-of-state fees. Visit www.semo.edu/sfs/financialaid/scholarships/waivers.htm for additional information.

GRADUATE ASSISTANTSHIPS

Teaching, research and administrative assistantships are available for qualified students in most areas in which degrees are offered. To be eligible for an assistantship, students must meet one of the following criteria:

- cumulative undergraduate GPA of at least 2.7
- a previous master's degree
- 9 hours of completed graduate level coursework in his/her degree program with at least a 3.5 graduate GPA

The assistantship provides a stipend plus a fee waiver for approved degree plan courses. Graduate Assistant fee waivers are available for up to 9 credits of graduate level coursework in both the fall and spring semesters and up to 6

credits during the summer semester. Students having an assistantship must be enrolled in a minimum of six credit hours per semester (Fall and Spring). In most instances, the time limit for a student to hold an assistantship is two years. Interested persons should apply to the chairperson of the department providing the degree they wish to pursue. Additional information related to the assistantship can be found in the Graduate Assistant Handbook at the School of Graduate Studies web site.

GRADUATE RESEARCH ASSISTANCE FUND

The Graduate Research Assistance Fund is available to assist any graduate student who incurs extraordinary expenses while engaging in a research project. Such expenses as travel, special materials, survey reproduction, etc. may qualify for the funding. The usual costs of typing, duplication, and binding papers are not covered. Application guidelines are available in the School of Graduate Studies.

GRADUATION

Students who plan to complete all graduation requirements should enroll for their final classes, internships, oral and/or comps, and apply for graduation immediately. The deadline to apply is the last day of finals week in the semester preceding the student's last semester of enrollment.

Students normally participate in commencement in the semester in which they plan to graduate. Since there is no commencement during the summer semester, students graduating in the summer may choose to participate in the preceding spring commencement provided they are enrolled in all requirements, or in the fall commencement following their graduation. Specific dates and information are available on the commencement website:

<http://www.semo.edu/commencement>.

Students are solely responsible for knowing and meeting degree requirements. Students cannot

graduate with any incomplete classes, including elective courses which may or may not be required for the completion of the degree, on their record.

Graduation with Academic Distinction - The University recognizes students who have achieved a grade point average of 3.9 or better with the designation "Graduation with Academic Distinction." The necessary GPA is computed on all coursework taken from the semester of admission to a graduate program and completed by the first day of the term in which the student intends to graduate.

INCOMPLETE GRADES

An incomplete grade may be given when the student has been unable to complete a course because of circumstances beyond the student's control. **An 'I' is never awarded because of poor work.** The 'I' must be removed by a date agreed to by the faculty member and student. At the time the 'I' is awarded, the faculty member will complete a form indicating the reason for awarding the incomplete, the work that must be completed and the deadline for completing the work. Copies of the form will be retained by the student, faculty member, department, and the School of Graduate Studies. In all cases, the 'I' must be removed within one year unless an extension has been granted by the faculty member with the concurrence of the Dean of the School of Graduate Studies. Incompletes not removed within one year will be converted to a grade of 'F.' All incompletes must be satisfied four weeks prior to the student's intended graduation date. This policy does not apply to research and experiential work such as thesis, internship, and practicum, which may be in progress more than one semester.

INDEPENDENT STUDY

Independent study offers the student an opportunity for study in an area not addressed by the curriculum of a department. The student wishing to pursue an independent study is

responsible for identifying and obtaining the approval of the faculty member under whom the study is to be done and, for degree-seeking students, the approval of the major advisor. To gain approval, the student should prepare an outline of the proposed study. When the outline is approved by the faculty member, an Independent Study Approval form must be presented to the department chairperson. Except in unusual circumstances, the content of an independent study may not duplicate that of an existing course. Independent study may never be used to grant graduate credit for completion of an undergraduate course. No more than 12 credit hours may be applied to a degree program.

REQUEST FOR EXTENSION TO COMPLETE A GRADUATE PROGRAM

All requirements for the master's degree must be completed within a six-year period. If an extension is requested:

1. Student must address the request to the Dean of Graduate Studies (letter or email attachment) in which they give the reason for failure to complete on time, projected plan to complete, and projected semester to finish.
2. Advisor or Graduate Program Coordinator must endorse the request by submitting a letter or email of support to the Dean of Graduate Studies.
3. Dean of Graduate Studies must approve the request, including the anticipated timeline for completion.
4. Dean of Graduate Studies submits information to Registrar for final approval and notation of extension in student record.

RESEARCH REQUIREMENT

A course in research methods or its equivalent is required on all degree programs. The student should plan to take the appropriate course within the first 12 hours.

RESIDENCE REQUIREMENT/TRANSFER CREDIT

In all cases, over one-half of the coursework required in a degree program must be completed at the Cape Girardeau campus, the university's Regional Campuses and Center, or through Southeast Online. Students must work carefully with their advisor to insure that the residence requirement is met. Transfer courses do not count toward meeting the residence or 600-level requirements.

No more than 9 hours of transfer credit or credit older than 6 years may be applied to a graduate program. Transfer credit must be accepted by the major advisor and is applied to a program at candidacy. Before enrolling for credit at another institution, prior approval must be obtained from the major advisor. Only credit in which a 'B' or better was earned will be accepted for transfer. Credit for transfer is only acceptable if earned from a regionally accredited institution. For programs in education, off-campus credit earned from a non-NCATE accredited institution will not be accepted.

THESIS OPTIONS

Thesis - The student who elects the thesis plan must complete the following steps:

1. Achieve candidacy status for the program if required.
2. The student should prepare a brief outline (some departments require a more extensive proposal) which serves as a preliminary document for approval.
3. The student must obtain the Topic Approval Sheet from the Graduate Studies office or its web site.
4. The student will ask two faculty members in the major area to serve on the thesis committee. Signing of the Topic Approval forms by these two members will signal preliminary approval of the concept. (The M.N.S. has slightly different procedures; students should check with their advisors.)
5. The Topic Approval forms and brief outline are sent to the Vice Provost and Dean of the School of Graduate Studies who will appoint a third committee member to represent the Graduate Faculty. The student and his or her advisor are encouraged to suggest a third committee member.
6. Upon appointment of the third member, the student should arrange a meeting of the committee to discuss and approve the proposal. It is after this meeting that the Topic Approval forms are signed by the department chairperson, third member of the committee and the Dean of the School of Graduate Studies.
7. The student may at this point enroll for three hours of thesis credit through the Graduate Studies office. If deemed appropriate by the student's committee, the student may enroll for additional hours in a subsequent semester. A minimum of 3 hours credit is required in thesis with a maximum of six hours credit earned in no less than two semesters.
8. During the semester the student anticipates completing the thesis, he/she must be enrolled in GR699 Master's Oral Examination.
9. The thesis examining committee usually consists of the thesis committee and, if appropriate, the Dean of the School of Graduate Studies. The oral examination is normally scheduled for not more than two hours.
10. The oral examination should be scheduled by the thesis advisor in accordance with the deadlines announced in the class schedule for the appropriate term.
11. At the successful conclusion of the oral examination, all members of the committee and the department chairperson sign the Thesis Acceptance form. Copies of the form and thesis guidelines are available in the School of Graduate Studies office and its web site.
12. The student must present an original copy of the thesis and approval forms to the Dean of the School of Graduate Studies by

the deadline posted on the Graduate Studies website (at least 4 weeks before graduation). The thesis should be submitted on a compact disk or flash drive in MS Word, portable document format (pdf), or other acceptable format (contact the School of Graduate Studies). The thesis acceptance form must be submitted as a hard copy document. A thesis reader will examine the thesis for proper English usage, format, and readability, and suggest any changes to the student within two weeks. The student then has 7-10 days to make suggested corrections or changes, and submit the final copy of the thesis in portable document format (pdf) to the Dean of the School of Graduate Studies. The student will then receive instructions on uploading the electronic thesis in pdf format to ProQuest or other approved service.

13. Students may request bound copies of their thesis for personal or departmental/programmatic use through ProQuest. The thesis is available to the professional community via the ProQuest service, and an electronic copy will be stored and publicly viewable through the Kent Library online catalog.
14. The student must assume the binding costs as per ProQuest requirements. The thesis must follow the style sheet appropriate to the discipline in which it is written as well as the requirements of the School of Graduate Studies.

Creative Project in Lieu of Thesis - Some students may choose a significant creative project as a demonstration of personal artistic accomplishment. The creative project is particularly useful as a vehicle for students in the humanities. Such theses may include production of original literary or musical compositions, paintings, film, sculpture or other art forms. The creative project is created and executed under the supervision of a three-person committee similar to that used in the thesis model. The creative project is a credit-bearing project that follows the steps outlined

for the thesis, with a main-body structure devised by each department. The creative project shall include a researched introduction by the student to the student's work, the length and medium of which is determined by each department. The introduction may be, for example, an exploration of an influence or influences on the student work, a theme inherent in the work, a pedagogical focus for which the work was developed, or the treatment of an historical period(s) to which the work relates.

Non-Thesis Paper - Instead of a thesis, a student may elect to write a comprehensive scholarly paper in the area of concentration. **NO CREDIT IS ALLOWED FOR THE PAPER.** Students electing this option will be required to take a comprehensive examination.

1. The student obtains approval from his/her advisor and the instructor for whom the paper will be written prior to beginning work on the paper.
2. Non-thesis paper may only be written under the direction of a regular member of the graduate faculty.
3. The supervising instructor and advisor will be responsible for certifying the completion of each paper by filing one copy of the acceptance sheet with the School of Graduate Studies no later than the deadline specified in the semester class schedule.
4. In all cases, the paper must be approved and the acceptance sheet filed with the School of Graduate Studies prior to taking the comprehensive examination.
5. The paper must follow the style guide appropriate to the discipline in which it is written.

Master of Science in Nursing Capstone Option - In the Department of Nursing the capstone activity is either a thesis or completion of a non-thesis scholarly paper plus a passing score on a nationally normed examination. Requirements for the thesis follow the guidelines established by the Department and the School of Graduate

Studies. Detailed guidelines for the non-thesis scholarly paper and examination are available through the Department of Nursing.

SECOND MASTER'S DEGREE

With approval of the advisor, and the Dean of the School of Graduate Studies, nine hours from the first master's degree may be applied to a second degree. Prior credit is subject to the six year time limit.

WORKSHOPS, INSTITUTES, PROBLEM COURSES AND INDEPENDENT STUDY

A maximum of 12 semester hours earned through workshops, institutes, problem courses, and independent study may be applied on a degree program providing the work is approved by the advisor. Only six hours of "credit-no credit" work may be applied to a degree. (Exceptions are made for students in Community Counseling.) Workshop credit may not be used to satisfy the 600-level requirement.

GENERAL INFORMATION

CAREER LINKAGES

Career Linkages staff assist students with exploring career opportunities, finding internships and other pre-professional practice opportunities, and exploring opportunities for further graduate study. The staff provides assistance with resume preparation and job search strategies.

HOUSING

Residence Life at Southeast provides excellent living and learning accommodations for students in a variety of residence halls. Each residence hall is staffed by a Hall Director who works with the student staff members to assist residents in addressing problems, present

programs, and assist in a student's success at Southeast. The Residence Life Central Office provides full services for students who have questions about their meal plans, rooms, or other living arrangement concerns.

After a student has been admitted to the University, he/she may contact the Office of Residence Life to request a Contract for University Housing. The contract should be completed, signed, and returned to the Office of Residence Life with a \$150 deposit. Students are strongly encouraged to return their contracts quickly. Hall, room, and roommate assignments are generally distributed during the middle of June.

For more information about on-campus housing, contact the Office of Residence Life at or visit its web site:

Office of Residence Life
Tower Complex Room 102, MS 0055
Cape Girardeau, MO 63701
(573) 651-2274
E-mail: residencelife@semo.edu

TESTING SERVICES

Testing Services offers standardized examinations on campus. Graduate students needing information about various entrance and aptitude exams should contact the Testing Services office or visit its web site.

TEXTBOOKS

Textbooks are available for purchase through Southeast Bookstore in the University Center. Graduate students purchase all books necessary for courses numbered 500 and above. Textbooks for undergraduate (100-400) courses may be rented.

VEHICLE REGISTRATION

All persons who wish to park on the campus must purchase a parking permit.

VETERANS

Veterans are required to meet standards of federal laws regarding progress and attendance, under supervision of the Veterans Administration. Information regarding these regulations is available from the Office of the Registrar or online at www.semo.edu/veterans. Students who expect to receive benefits must complete the certification paperwork with the Office of the Registrar each semester as soon as they enroll for a given semester.



Southeast
Missouri State University

TM

Admission Program Requirements

PROGRAM ADMISSION POLICES – CERTIFICATE PROGRAMS

ADMISSION TO GRADUATE CERTIFICATE IN FACILITIES MANAGEMENT

In addition to the criteria established for general admission to graduate studies, applicants must have the following. Applicants must have all documents submitted to the Office of Admissions by the following semester deadlines:

Fall – June 1

Spring – November 1

Applicants must have the following:

1. An engineering, technology or facilities management related bachelor's degree.
2. An undergraduate GPA of 3.0 on a 4 point scale.

Repeated coursework (backlogs) may also be considered. In addition, the department's graduate faculty reserves the right to require candidates to have at least a 50th percentile composite score on the Graduate Record Examination (GRE).

Probationary Admission

Applicants who do not meet the general and/or program's admission requirements (degree, GPA, or GRE scores) may be considered for probationary admission upon approval by the graduate program coordinator. While under probation, students may enroll in nine credit hours of course work in their program area. The nine hours must be completed with 3.33 GPA or higher.

ADMISSION TO GRADUATE CERTIFICATE IN HISTORIC PRESERVATION and HERITAGE EDUCATION

In addition to the criteria established for general admission to graduate studies, applicants must have the following:
An undergraduate GPA of 2.75 on a 4 point scale in history and/or related disciplines.
In addition, applicants must submit:

1. A letter of intent indicating how the applicant's past experiences have prepared him or her for graduate study.
2. Two letters of recommendation which attest to the applicant's academic and/or professional achievements and ability to succeed in the graduate program.
3. An academic or professional writing sample. Letters should be addressed to the Director of Admissions. All documents should be submitted directly to the Office of Admissions.

Provisional and Probationary Admission

An applicant lacking any of the above requirements may, under certain circumstances, be admitted provisionally or on probation.

ADMISSION TO GRADUATE CERTIFICATE IN FAMILY NURSE PRACTITIONER PROGRAM

In addition to the criteria established for general admission to graduate studies, applicants must have the following. The deadline for submission of all application materials is April 1 of the year in which admission is desired. Admission is considered only for the fall semester.

Regular Admission Requirements

1. A baccalaureate degree with an upper division major in nursing from a program accredited by the National League for Nursing or the Commission on Collegiate Nursing Education. As this is a post-master's certificate, the applicant should also have a Master of Science in Nursing from the National League for Nursing or the Commission on Collegiate Nursing Education.
2. A current Missouri license as a registered professional nurse.
3. Evidence of professional liability insurance of \$1,000,000/\$3,000,000 coverage.
4. A grade of 'B' or higher in a course in health assessment or demonstrated proficiency in health assessment which includes physical examination and history taking.

5. A grade of 'B' or higher in an introductory course in statistics (graduate or undergraduate).
6. Current CPR (professional level) certification.
7. Statement of academic goals and objectives for graduate study/advanced practice.
8. Clinical experience as a registered nurse prior to admission is strongly recommended.

NOTE: Continuation into the family nurse practitioner clinical course NS638 Primary Care I: Family Health requires grades of 'B' or better in NS625 Advanced Pharmacology, NS636 Advanced Pathophysiology and Symptom Management, NS628 Advanced Health Assessment, and NS629 Advanced Health Assessment Practicum, and seat availability.

Provisional Admission

The applicant who does not meet all of the program prerequisites may be granted provisional admission. Normally provisional admission will be granted for one semester only so that the applicant may meet regular admission criteria.

Probationary Admission

The applicant who does not meet the GPA requirement may be granted probationary admission. When the GPA is below 3.25 but is between a 2.90 and 3.24, and the applicant has achieved a GPA of 3.25 during the last 60 hours of undergraduate work, the Graduate Program Committee may grant probationary admission stipulated upon the successful completion of the first nine hours of course work applicable to the program with a grade of 'B' or higher for each credit hour. Students not meeting the course work grade requirement are subject to dismissal.

PROGRAM ADMISSION POLICES – MASTER’S DEGREES

ADMISSION TO CAREER COUNSELING, MENTAL HEALTH COUNSELING AND SCHOOL COUNSELING PROGRAMS (MA)

The process of admission to the Counseling Program does not begin until a student has made application and been accepted into the School of Graduate Studies.

In addition to the criteria established for general admission to graduate studies, applicants must have the following:

1. An undergraduate GPA of 3.0 on a 4 point scale.
2. Career counseling and mental health counseling applicants must also have 18 total cr. in the social sciences, including, psychology, counseling, sociology or appropriately focused university studies courses. This must include a 3 cr. course in statistics.
3. For the areas of emphasis in Elementary School Counseling and Secondary School Counseling, applicants must either hold teaching certification at the appropriate level or provide evidence of competency in the Missouri Department of Elementary and Secondary Education's required areas of teaching methods, teaching practices, classroom management, and psychology of the exceptional child by completing two specific education courses.
4. For the post master's emphasis for School Psychological Examiner students must have a master's degree approved by the Missouri Department of Elementary and Secondary Education and have teacher's certification.
5. Submit one letter of recommendation directly to the Office of Admissions prior to admission. The letter should be addressed to the Director of Admissions.

Provisional and Regular Admission

A one semester provisional admission will be considered for applicants with the appropriate prerequisite coursework and a 3.0 undergraduate GPA. In addition to the above requirements, applicants for admission into the Counseling Programs must complete the following procedures to become fully admitted:

1. The class CP610 Counseling Orientation and Ethics must be taken during the first semester in the counseling program. During this class the student will be exposed to a

variety of experiences that will assist both the student and the faculty in determining if this is the program for the student. During the first semester, students are strongly encouraged to limit their efforts to no more than 6 credit hours.

2. Complete a Preliminary Study Plan.
3. Submit two additional letters of recommendation directly to the Counseling Program Coordinator.
4. Students must complete a designated battery of screening instruments to be conducted by the Counseling Program faculty.
5. After completion of the screening instruments, an interview with members of the Counseling Program Faculty will be arranged.
6. In making its admission decision, the faculty uses multiple factors including undergraduate GPA, GRE or MAT scores, progress in CP610, the screening instruments, and the interview. Following the screening the faculty will either offer regular admission or probationary admission, or deny admission.
7. If admission is offered, an advisor will assist the applicant in planning a program of courses to be taken (detailed Initial Study Plan); this complete plan will be filed with the student's advisor and the applicant may commence taking courses as outlined in the plan.

Probationary Admission

Probationary admission will be considered by the program admissions committee if the applicant has a 2.75 to 2.99 undergraduate GPA or if the applicant has achieved a GPA of 3.25 during the last 60 hours of undergraduate work. Students admitted to the counseling program on probation must attain a 3.5 GPA for the first 9 hours of graduate work. Unless authorized by the advisor, probationary students must include the following courses in the first 9 hours of coursework: CP610 Counseling Orientation and Ethics, CP 612 Counseling Theories, and GR691 Methods of Research: Qualitative and Quantitative Designs. A student earning any

grade less than a "B" in any of the first nine hours, but still maintaining a 3.0 GPA, will be allowed to repeat the course one time and must earn a grade of "B" or better.

Appeals Process

Applicants who are denied admission have the opportunity to appeal to the Counseling Program Admission Committee.

Program Retention

The counseling faculty reserves the right to review students at any stage of the student's coursework. A review process will automatically be triggered by any grade less than a 'B' or equivalent in any of the following courses: CP610 Counseling Orientation and Ethics, CP614 Counseling Skills, CP616 Group Counseling, and all practica and internships. This review has the potential to terminate the student's degree GPA program.

ADMISSION TO COMMUNICATION DISORDERS PROGRAM (MA)

All applications for admission will be reviewed by a departmental admissions committee. The deadline for submission of all application materials to the Office of Admissions is February 1 of the year in which admission is desired. Admission is considered only for the fall semester. Applicants should be aware that the number of admissions may be limited. In addition to the criteria established for general admission to graduate studies are the following departmental criteria:

1. An undergraduate degree in communication disorders (or equivalent area) from a regionally accredited college or university and
2. A minimum overall undergraduate GPA of 3.0 OR a minimum GPA of 3.0 during the last 60 semester hours of undergraduate study.

Occasionally, a student may be admitted on probationary status. The department's admission committee grants this status when a student exhibits potential for graduate study but does not meet the criteria for regular admission. Generally, probationary students will

not be considered for admission until all students who meet status for regular admission have been offered acceptance into the graduate program.

Applicants Without A Major In Communication Disorders

Applicants with undergraduate majors in disciplines other than communication disorders must meet the admission criteria for all graduate students indicated above. In addition, they must complete a required core of undergraduate courses prior to applying for admission to the program. The following courses must be completed or in progress at time of the application:

CD211 Anatomy and Physiology of the Speech Mechanism (4)

CD225 Phonetics (3)

CD230 Introduction to Communication Disorders (4)

CD340 Normal Speech and Language Development (3)

CD371 Anatomy and Physiology of the Hearing Mechanism (3)

CD406 Service Delivery in Communication Disorders (4)

CD411 Nature of Assessment/Intervention of Speech/Language Disorders (5)

CD426 Hearing Disorders: Audiologic Assessment (3)

Applicants with undergraduate majors in disciplines other than communication disorders should contact the department for a meeting with a department advisor.

Application Materials

In addition to meeting the above requirements and submitting application materials required by the School of Graduate Studies, applicants must also submit the following:

1. Official results from the Graduate Record Examination (GRE).
2. Two letters of recommendation addressing the applicant's potential for graduate study in communication disorders.
3. A one-page letter of application addressing career objectives and applicable experiences (an attached resume is optional).

Letters should be addressed to the Director of Admissions. All documents should be submitted directly to the Office of Admission.

Special Considerations in Admission

Admission to the graduate program in communication disorders implies that the applicant will be able to perform the functions critical for professional practice in speech-language pathology. The department has adopted official guidelines entitled "Essential Functions of Speech-Language Pathologists," and applicants should review this document at <http://www.semo.edu/commdisorders/graduate/admissions.htm> prior to applying.

In addition, admission to the program implies that the applicant will have sufficient mastery of English in order to effectively communicate in professional practice. The department has adopted official guidelines entitled "Guidelines for Students with Limited English Proficiency." Applicants with limited English proficiency should review this document at <http://www.semo.edu/commdisorders/graduate/admissions.htm> prior to applying.

ADMISSION TO CRIMINAL JUSTICE PROGRAMS (MS)

In addition to the criteria established for general admission to graduate studies, applicants must have the following: Applicants for the online cooperative degree program with Missouri Southern State University must have all documents submitted to the Office of Admissions by the following semester deadlines:

Fall – July 15

Spring – December 15

Summer – May 15

1. An undergraduate GPA of 2.75 on a 4 point scale.
2. 18 total credits in the social sciences, including criminal justice, criminology, sociology, psychology, social work, political science or relevant university studies courses. These credits must include the following: introduction to criminal justice

(3 hours), criminal law (3 hours) and statistics (3 hours).

3. In addition, applicants must submit a letter of intent addressing preparation for graduate study, ability to succeed at the graduate level and professional goals and objectives. The letter should be typed, a maximum of 750 words in length, and be addressed to the Director of Admissions.

All documents should be submitted directly to the Office of Admissions.

Probationary Admission

Applicants with an undergraduate GPA of 2.5 to 2.749 may be admitted on probation with a GPA of 3.0 or higher in the last 60 credit hours of undergraduate work. Applicants must complete 9 hours of graduate-level course work in the core area of study with a grade of "B" or better to continue in the program.

ADMISSION TO THE ELEMENTARY EDUCATION AND EXCEPTIONAL CHILD EDUCATION PROGRAMS (MA)

In addition to the criteria established for general admission to graduate studies are the following departmental criteria:

1. An undergraduate GPA of 2.75 on a 4 point scale.
2. A teaching certificate or a qualifying score on the Praxis II or take and be in the 50th percentile of the verbal and analytic components of the Graduate Record Examination (GRE).

An applicant having the prerequisite GPA of 2.75 may be given provisional admission prior to completion of all steps in the admission process.

Probationary Admission

Probationary admission will be considered by the Office of Admissions if the applicant presents a GPA that is 2.5 to 2.749. The candidate must complete 6 hours of course work in the core or emphasis area of study with a grade of 'B' or higher to continue in the program.

Denial of Admission

Applicants with an undergraduate GPA below 2.5 will be denied admission.

Appeals Process

Applicants who are denied admission have the opportunity to appeal to the College of Education Admission Appeals Committee, which is composed of one representative from each program offering a graduate program.

Graduation Requirement

The student must attain an overall GPA of 3.25 in order to be graduated from the program.

ADMISSION TO ENGLISH and TESOL PROGRAMS (MA)

In addition to the criteria established for general admission to graduate studies, applicants must have the following:

1. An undergraduate GPA of 2.5 on a 4 point scale.

In addition, applicants to the Master of Arts in English program must have 24 semester hours of undergraduate credit in the field.

ADMISSION TO ENVIRONMENTAL SCIENCE PROGRAM (MS)

In addition to the criteria established for general admission to graduate studies are the following departmental criteria:

1. An undergraduate GPA of 2.5 on a 4 point scale.
2. 20 credit hours in science with a 3.0 GPA.
3. Letter of intent addressing preparation for graduate study, ability to succeed at the graduate level and professional goals and objectives. The letter should address what the applicant expects to achieve through graduate level study. The letter of intent should be typed and a maximum of 750 words in length.

4. Two letters of recommendation.

Scores for the general portion of the Graduate Record Exam (verbal, quantitative, and analytical) are required for probationary admission consideration.

Letters should be addressed to the Director of Admissions. All documents must be submitted directly to the Office of Admissions.

ADMISSION TO THE HIGHER EDUCATION ADMINISTRATION PROGRAM (MA)

In addition to the criteria established for general admission to graduate studies are the following departmental criteria:

- An undergraduate GPA of 2.75 on a 4 point scale.

An applicant having the prerequisite GPA of 2.75 may be given provisional admission prior to completion of all steps in the admissions process.

Probationary Admission

Probationary admission will be considered by the Office of Admissions under the following conditions:

If the applicant presents a GPA that is 2.5 to 2.749, or, if the applicant has achieved a GPA of 3.0 during the last 60 hours of undergraduate work, the student may take up to nine hours in the program area. The applicant will be required to achieve a grade of no less than "B" in this nine hours of work to continue in the program.

Appeals Process

Applicants who are denied admission will have the opportunity to appeal to the College of Education Admission Appeals Committee, which will be comprised of one representative from each program area offering a graduate program.

ADMISSION TO HISTORY AND PUBLIC HISTORY PROGRAMS (MA)

In addition to the criteria established for general admission to graduate studies are the following departmental criteria:

1. Undergraduate GPA of 2.75 on a 4 point scale in history and/or related disciplines.
2. 24 semester hours of undergraduate credit in history.
3. A letter of intent which indicates how the applicant's past experiences have prepared

him or her for a graduate degree. A letter of intent for the MA in Public History should indicate how the applicant's past experiences have prepared him or her for a graduate degree in Public History and to succeed at the graduate level.

4. Two letters of recommendation which attest to the applicant's academic and/or professional achievement and ability to succeed in the graduate program.
 5. An academic or professional writing sample.
- Letters should be addressed to the Director of Admissions. All documents should be submitted directly to the Office of Admissions.

Provisional and Probationary Admission

An applicant lacking any of the above requirements may, under certain circumstances, be admitted provisionally or on probation.

ADMISSION TO HUMAN ENVIRONMENTAL STUDIES PROGRAM (MA)

In addition to the criteria established for general admission to graduate studies are the following departmental criteria:

1. An undergraduate GPA of 2.75 on a 4 point scale.
2. 18 credit hours of courses in Human Environmental Studies, or closely related disciplines.
3. A letter of application addressed to the HES Graduate Coordinator including the following (two page maximum):
 - Personal/career objectives.
 - Choice of specialization at the graduate level and why the choice was selected. Specializations include family studies, fashion merchandising, dietetics, interior design and child development.
 - Summary of past employment, volunteer experience or life experiences that would enhance professional knowledge and understanding.
 - Summary of internships or independent studies completed as an undergraduate.

- Challenges the applicant may face during graduate study.

The letter of application will serve as evidence of the applicant's level of writing skill.

All documents should be submitted directly to the Office of Admissions.

Probationary Admission

Probationary admission will be considered by the HES Graduate Committee when the applicant's GPA is 2.5 to 2.749, or if the applicant has achieved a GPA of 3.0 for the last 60 hours of undergraduate work. The student may be permitted to take up to nine hours in the program and will be required to achieve a grade of no less than 'B' in these nine hours of work.

Admission Exceptions

Requests for exceptions to departmental criteria may be addressed to the HES Graduate Coordinator for consideration.

Dietetic Internship – Additional Admission Criteria

1. A baccalaureate or advanced degree from a U.S. regionally accredited college or university, or a foreign degree evaluated as equivalent to at least a U.S. baccalaureate degree.
2. Completion of a Didactic Program in Dietetics (DPD) as approved by The Accreditation Council for Education in Nutrition and Dietetics (ACEND) or evidence of completing all but one year of coursework in an undergraduate DPD.
3. A minimum of 3.0 GPA on a 4.0 scale.
4. Graduate Record Examination.

ADMISSION TO MASTER OF BUSINESS ADMINISTRATION PROGRAM (MBA)

Individuals admitted to the MBA program must have an undergraduate degree from an AACSB accredited business program or have satisfactorily completed the equivalent coursework from an accredited institution. Students without the foundation knowledge base in business and economics, yet meeting other admission requirements, may receive provisional admission to the MBA program.

Regular admission status may be granted upon completion of prerequisite coursework. All students must provide a GMAT test score. In addition to the criteria established for general admission to graduate studies are the following departmental criteria:

Regular Admission

1. Overall GPA on a 4 point scale times 200 plus GMAT equal to 1000 or above
OR
GPA of 3.0 on a 4 point scale with a Graduate Record Exam Score (GRE) of 147 for both Verbal Reasoning and Quantitative Reasoning and Analytical Writing of 3.5 or higher. (When it is not possible to interpret academic eligibility by way of transcript, the graduate business program reserves the right to request further evidence of academic eligibility.)
2. GMAT score of at least 500
3. Grade of at least "C" on all undergraduate foundation (prerequisite) courses. (All undergraduate requirements for admission must be satisfied before enrolling in the MBA required core, or MBA elective courses.)

Probationary Admission

All applicants must have the following:

1. Overall GPA on a 4 point scale times 200 plus GMAT score equal to 1000 or above
OR
GPA of 3.0 on a 4 point scale with a Graduate Record Exam Score (GRE) of 144 for both Verbal Reasoning and Quantitative Reasoning and Analytical Writing of 3.5 or higher. (When it is not possible to interpret academic eligibility by way of transcript, the graduate business program reserves the right to request further evidence of academic eligibility.)
2. GMAT score of at least 430, yet below 500
3. Grade of at least "C" on all undergraduate foundation (prerequisite) courses. (All undergraduate requirements for admission must be satisfied before enrolling in the MBA required core, or MBA elective courses.)

4. Students admitted on probation must complete their first 9 hours of course work, including at least 6 hours at the 600 level, with a grade "B" or better. Students not meeting this requirement are subject to dismissal from the program.

International students applying with a three year degree must have their transcripts evaluated by an outside agency such as WES (www.wes.org) or NACES (www.naces.org) for equivalency.

All undergraduate requirements for admission must be satisfied before enrolling in the MBA required core or MBA elective courses. Students without an undergraduate degree in business must complete the following required foundation course work:

- Principles of Microeconomics*
- Principles of Macroeconomics*
- Microcomputer Applications
- Introductory Statistics
- College Algebra*
- Applied Calculus* or College Calculus* or Second Statistics course
- Principles of Financial Accounting*
- Principles of Managerial Accounting
- Principles of Management*
- Principles of Marketing*
- Financial Management
- Management Information Systems*

Students must earn a grade of "C" or above in all of the above classes. Students also must have demonstrated sufficient background in microcomputer business application and management information systems. This may be through course work or through acquired knowledge connected with business experience or other applications contexts, validated through an approved test.*

*Proficiency in these areas can be proven through a CLEP exam. Credit will not be given for these courses with a passing grade on the

exam, but score will be taken as proof of course knowledge.

Students wishing to enter the accounting track should have completed an undergraduate degree in accounting at a regionally accredited institution, or have satisfactorily completed courses in Intermediate Accounting I, Intermediate Accounting II, Income Tax Accounting, Cost Accounting, Accounting Information Systems, Business Law, and Auditing and Assurance Services.

ADMISSION TO MASTER OF NATURAL SCIENCE PROGRAM (MNS)

In addition to the criteria established for general admission to graduate studies are the following departmental criteria for the programs in Biology, Chemistry, Mathematics and Science Education:

1. An undergraduate GPA of 2.5 on a 4 point scale.
2. Minimum GPA of 2.75 on a 4 point scale for the last 30 semester hours of undergraduate science and math courses.
3. Two letters of recommendation addressing the applicant's potential for academic success in the respective area of emphasis. Letters should be addressed to the Director of Admissions.
4. Additional requirements for each area of emphasis:
 - a. Biology
 - i. Submission of scores for the general portion of the Graduate Record Exam (verbal, quantitative, and analytical).
 - ii. Submission of a Faculty Sponsor Agreement (if applying for curriculum A).
 - b. Chemistry
 - i. Submission of scores for the general portion of the Graduate Record Exam (verbal, quantitative, and analytical).
 - ii. Completion of the following courses with associated

- laboratory with a grade of “C” or better in each course:
Organic Chemistry; Analytical Chemistry, Quantitative Analysis or Chemical Instrumentation; Physical Chemistry.
- iii. Entering students will take placement exams in Organic, Analytical, and Physical Chemistry. The exams emphasize fundamental knowledge that entering students should have in each of the three areas, at a level of rigor typical of that found in a Chemistry Bachelor of Arts degree program. More advanced exams may be used to determine the correct placement of better prepared students. On the basis of the exam scores, the students will be placed either into refresher courses or into their required degree courses.
- c. Mathematics: Completion of a major in mathematics or completion of the following courses with a grade of ‘C’ or better in each course and a 3.0 GPA on a 4 point scale for these courses: Standard calculus sequence; Linear Algebra; Abstract Algebra; Nine additional hours of post-calculus courses. (An applicant who is no more than two courses short of meeting these requirements may be admitted on a provisional basis.)
- d. Science Education
- i. Completion of a minimum of 30 undergraduate hours in science and math with a 2.75 GPA on a 4.0 scale (technique courses may be included in that total).
- ii. In addition, applicants must meet the below requirements:
Secondary Science Education Track
• Hold a valid teaching certificate in secondary education with a major or area of endorsement in one of the sciences (biology, chemistry, earth science, or physics) OR approval from the director of graduate science education.
Elementary Science Education Track
• Hold a valid teaching certificate in elementary education or early childhood education or middle school education OR approval from the director of graduate science education.
Middle School Science Education Track
• Hold a valid teaching certificate in middle school education or secondary education or elementary education OR approval from the director of graduate science education.

Students who do not meet these requirements will be considered on a case-by-case basis.

The biology and chemistry programs have application deadlines that vary from the School of Graduate Studies’ application deadlines. All documents must be submitted to the Office of Admissions by the following semester deadlines:

Biology
Fall – April 1
Spring – October 1
Summer – April 1
Chemistry
Fall Admission Only – April 1

ADMISSION TO NURSING PROGRAM (MSN)

In addition to the criteria established for general admission to graduate studies are the following departmental criteria. The deadline for submission of all application materials is April 1 of the year in which admission is desired. Admission is considered only for the fall semester.

Regular Admission Requirements

1. A baccalaureate degree with an upper division major in nursing from a program accredited by the National League for Nursing or the Commission on Collegiate Nursing Education.
2. A current Missouri license as a registered professional nurse.
3. Evidence of professional liability insurance of \$1,000,000/\$3,000,000 coverage.
4. A grade of 'B' or higher in a course in health assessment or demonstrated proficiency in health assessment which includes physical examination and history taking.
5. A grade of 'B' or higher in an introductory course in statistics (graduate or undergraduate).
6. Current CPR (professional level) certification.
7. Statement of academic goals and objectives for graduate study/advanced practice.
8. Clinical experience as a registered nurse prior to admission is strongly recommended.

NOTE: Continuation into the family nurse practitioner clinical course NS638 Primary Care I: Family Health requires grades of 'B' or better in NS625 Advanced Pharmacology, NS636 Advanced Pathophysiology and Symptom Management, NS628 Advanced Health Assessment, and NS629 Advanced Health Assessment Practicum, and seat availability.

Provisional Admission

The applicant who does not meet all of the program prerequisites may be granted provisional admission. Normally provisional admission will be granted for one semester only so that the applicant may meet regular admission criteria.

Probationary Admission

The applicant who does not meet the GPA requirement may be granted probationary admission. When the GPA is below 3.25 but is between a 2.90 and 3.24, and the applicant has achieved a GPA of 3.25 during the last 60 hours of undergraduate work, the Graduate Program Committee may grant probationary admission stipulated upon the successful completion of the first nine hours of course work applicable to the program with a grade of 'B' or higher for each credit hour. Students not meeting the course work grade requirement are subject to dismissal.

ADMISSION TO NUTRITION AND EXERCISE PROGRAM (MS)

In addition to the criteria established for general admission to graduate studies are the following departmental criteria:

1. An undergraduate GPA of 3.0 on a 4 point scale.
2. A 3.0 average in the following coursework: nutrition science, exercise physiology, anatomy and physiology, and organic and/or biochemistry
3. A combined score of 950 on the verbal and quantitative sections of the Graduate Record Examination (GRE). Students who completed the GRE after July 31, 2011, will be considered on an individual basis.

Provisional and Probationary Admission

Provisional admission will be considered if prerequisites are partially filled and GPA and GRE criteria are met. Probationary admission will be considered if undergraduate GPA is a 2.75 or higher and product of undergraduate GPA and sum of GRE scores (verbal and quantitative) exceeds 2499. Students who completed the GRE after July 31, 2011, will be considered on an individual basis.

NOTE: Since the number of slots available in a class is limited each year, it is possible that students who have met all prerequisites will not gain admittance.

ADMISSION TO ORGANIZATIONAL MANAGEMENT PROGRAM (MS)

In addition to the criteria established for general admission to graduate studies are the following departmental criteria:

1. An undergraduate GPA of 2.75 on a 4 point scale (overall or in the last 60 hours of undergraduate work).
2. At least 3 years of appropriate full-time post-bachelors work experience.

In addition, applicants must submit the following:

1. Current resume/vita including names and contact information of three professional/business references.
 2. Letter of intent addressing preparation for graduate study, ability to succeed at the graduate level and professional goals and objectives. The letter should address what the applicant expects to achieve through graduate level study. The letter should be typed, a maximum of 750 words in length, and be addressed to the Director of Admissions.
 3. Official GRE, GMAT, LSAT, or MCAT score.
- All documents should be submitted directly to the Office of Admissions.

ADMISSION TO PUBLIC ADMINISTRATION PROGRAM (MPA)

In addition to the criteria established for general admission to graduate studies are the following departmental criteria. Application materials must demonstrate the student's commitment to a career in governmental or nonprofit organizations.

1. An undergraduate GPA of 2.7 on a 4 point scale.
2. Resume
3. Two letters of recommendation addressing the student's potential for a career in public service.
4. A letter of intent addressing professional goals and objectives. The letter should address what the applicant expects to achieve through graduate level study. The

letter should be typed and a maximum of 750 words in length.

GRE, LSAT or GMAT scores are not required but may be submitted to strengthen application. Letters should be addressed to the Director of Admissions. All documents should be submitted directly to the Office of Admissions.

ADMISSION TO ELEMENTARY ADMINISTRATION AND SUPERVISION AND SECONDARY ADMINISTRATION AND SUPERVISION PROGRAMS (MA)

In addition to the criteria established for general admission to graduate studies, applicants must have the following:

1. An undergraduate GPA of 2.75 on a 4 point scale.
2. A valid teaching certificate. Teacher certification must be at the level for which applicant intends to pursue a degree in administration.

An applicant having the prerequisite GPA of 2.75 may be given provisional admission prior to completion of all steps in the admissions process.

Probationary Admission

Probationary admission will be considered by an admissions committee in a program area under the following conditions:

If the applicant presents a GPA that is 2.5 to 2.749, or, if the applicant has achieved a GPA of 3.0 during the last 60 hours of undergraduate work, the admissions committee may permit the student to take up to nine hours in the program area. The student will be required to achieve a grade of no less than 'B' in these nine hours of coursework to continue in the program.

Appeals Process

Applicants who are denied admission have the option to appeal to the College of Education Admission Appeals Committee, which is composed of one representative from each program area offering a graduate program.

Graduation Requirement

The student must attain an overall GPA of 3.25 in order to graduate from the program.

ADMISSION TO SECONDARY EDUCATION PROGRAM (MA)

In addition to the criteria established for general admission to graduate studies are the following departmental criteria:

In addition to the criteria established for general admission to graduate studies, applicants must have the following:

- An undergraduate GPA of 2.75 on a 4 point scale.

Probationary Admission

Probationary admission will be considered by the Office of Admissions if the applicant presents a GPA that is 2.5 to 2.749. The applicant must complete six hours of graduate level course work in the core area of study with a grade of 'B' or higher to continue in the program.

Appeals Process

Applicants who are denied admission have the opportunity to appeal to the College of Education Admission Appeals Committee, which is composed of one representative from each program offering a graduate program.

Graduation Requirement

The student must attain an overall GPA of 3.25 in order to graduate from the program.

ADMISSION TO TEACHER LEADERSHIP PROGRAM (MA)

In addition to the criteria established for general admission to graduate studies are the following departmental criteria:

1. An undergraduate GPA of 2.75 on a 4 point scale.
2. A valid teaching certificate.

An applicant having the prerequisite GPA of 2.75 may be given provisional admission prior to completion of all steps in the admissions process.

Probationary Admission

Probationary admission will be considered by an admissions committee in a program area under the following conditions:

If the applicant presents a GPA that is 2.5 to 2.749, or, if the applicant has achieved a GPA of 3.0 during the last 60 hours of undergraduate

work, the admissions committee may permit the student to take up to 9 hours in the program area. The student will be required to achieve a grade of no less than 'B' in this 9 hours of work to continue in the program.

Appeals Process

Applicants who are denied admission have the option to appeal to the College of Education Admission Appeals Committee, which is composed of one representative from each program area offering a graduate program.

ADMISSION TO TECHNOLOGY MANAGEMENT PROGRAM (MS)

In addition to the criteria established for general admission to graduate studies are the following departmental criteria.

1. All application materials must be submitted to the Office of Admissions by the following semester deadlines:
 - Fall – June 1
 - Spring – November 1
2. Possess an engineering or technology bachelor's degree.
3. An undergraduate GPA of 3.0 on a 4 point scale.

Repeated coursework (backlogs) may also be considered. In addition, the department's graduate faculty reserve the right to require candidates to have at least a 50th percentile composite score on the Graduate Record Examination (GRE).

Probationary Admission

Applicants who do not meet the general and/or program's admission requirements (degree, GPA, or GRE scores) may be considered for probationary admission upon approval by the graduate program coordinator. While under probation, students may enroll in nine credit hours of course work in their program area. The nine hours must be completed with 3.33 GPA or higher.

PROGRAM ADMISSION POLICES – SPECIALIST DEGREES

ADMISSION TO THE COUNSELING PROGRAM

In addition to the criteria established for general admission to graduate studies are the following departmental criteria:

Minimum Admission Criteria

1. A graduate GPA of 3.5 on a 4.0 scale;
2. A master's degree in counseling or education from a regionally accredited institution of higher education. If not, the student will be required to take additional graduate work (admission under provisional status) before regular admission is granted.

Probationary Admission

Probationary admission will be considered when the applicant presents a GPA that is less than 3.5 on a 4 point scale, the admissions committee may permit the student to take nine hours in the program area. The student will be required to achieve a 3.66 GPA with a minimum grade of 'B' in each course.

Full Admission

Applicants who possess the requisite GPA will be admitted to graduate study and allowed to complete a maximum of six semester hours of prerequisite coursework, if applicable. If no prerequisite courses are needed, the student may complete a maximum of six semester hours applicable to program requirements prior to admission to the program by the Counseling Admissions Committee. The Committee will act only on applications that are complete. The admissions process may require an interview with the program coordinator and faculty. In addition, four letters of recommendation must be submitted directly to the Specialist Program Coordinator.

Denial of Admission

Applicants denied admission to graduate study based on a GPA of less than 3.5 on a 4 point scale may apply for probationary admission. A letter of request, along with the five letters of recommendation and GRE or MAT scores should be sent to the Coordinator of the Specialist Program. Students denied admission

may not enroll for coursework applicable to the degree program until such time as explicit permission, along with any stipulations, is granted by the Counseling Admissions Committee.

Appeals Process

Applicants who are denied admission will have the opportunity to appeal to the Counseling Program Admission Committee. Appeals must be in writing and should address any extenuating circumstances. Appeal letters should be addressed to the Counseling Program Coordinator.

ADMISSION TO THE EDUCATIONAL ADMINISTRATION PROGRAM

In addition to the criteria established for general admission to graduate studies are the following departmental criteria:

1. A graduate GPA of 3.5 on a 4 point scale
2. A master's degree from a regionally accredited institution of higher education. The master's degree must be appropriate to the student's educational objective. If not, the student will be required to take additional graduate work (admission under provisional status) before regular admission is granted.
3. A valid teaching certificate
OR
Submit passing scores on the PRAXIS (admission under provisional status).

Applicants who are in the process of completing a master's degree may be admitted to graduate study on a provisional basis and be allowed to complete a maximum of six semester hours of prerequisite coursework, if applicable, prior to graduation. If no prerequisite courses are needed, the student may complete a maximum of six semester hours applicable to program requirements prior to full admission to the program.

Probationary Admission

Probationary admission will be considered when the applicant presents a GPA that is less than 3.5 on a 4 point scale. The admissions committee may permit the student to take nine

hours in the program area. The student will be required to achieve a 3.66 GPA with a minimum grade of 'B' in each course.

Denial of Admission

Applicants denied admission to graduate study based on a GPA of less than 3.5 may apply for probationary admission. A letter of request, along with the five letters of recommendation and GRE scores should be sent to the Coordinator, Specialist Program. Students denied admission may not enroll for coursework applicable to the degree program until such time as explicit permission, along with any stipulations, is granted by the program admissions committee.

Appeals Process

Applicants who are denied admission will have the opportunity to appeal to the College of Education Admission Appeals Committee. Appeals must be in writing and should address any extenuating circumstances. Appeal letters should be addressed to Chairperson, Department of Educational Leadership and Counseling.

ADMISSION TO EDUCATIONAL LEADERSHIP DEVELOPMENT PROGRAM

In addition to the criteria established for general admission to graduate studies, applicants must have the following:

1. A graduate GPA of 3.5 on a 4 point scale
2. A master's degree from a regionally accredited institution of higher education. The master's degree must be appropriate to the student's educational objective. If not, the student will be required to take additional graduate work (admission under provisional status) before regular admission is granted.
3. A valid teaching certificate
Or
Submit passing scores on the PRAXIS (admission under provisional status).

Applicants who are in the process of completing a master's degree may be admitted to graduate study on a provisional basis and be allowed to complete a maximum of six semester hours of

prerequisite coursework, if applicable, prior to graduation. If no prerequisite courses are needed, the student may complete a maximum of six semester hours applicable to program requirements prior to full admission to the program.

Probationary Admission

Probationary admission will be considered when the applicant presents a GPA that is less than 3.5 on a 4 point scale. The admissions committee may permit the student to take nine hours in the program area. The student will be required to achieve a 3.66 GPA with a minimum grade of 'B' in each course.

Denial of Admission

Applicants denied admission to graduate study based on a GPA of less than 3.5 may apply for probationary admission. A letter of request, along with the five letters of recommendation and GRE scores should be sent to the Coordinator, Specialist Program. Students denied admission may not enroll for coursework applicable to the degree program until such time as explicit permission, along with any stipulations, is granted by the program admissions committee.

Appeals Process

Applicants who are denied admission will have the opportunity to appeal to the College of Education Admission Appeals Committee. Appeals must be in writing and should address any extenuating circumstances. Appeal letters should be addressed to Chairperson, Department of Educational Leadership and Counseling.

PROGRAM ADMISSION POLICY – COOPERATIVE DOCTORAL PROGRAM

COOPERATIVE DOCTORAL (ED.D.) BETWEEN SOUTHEAST MISSOURI STATE UNIVERSITY and the UNIVERSITY OF MISSOURI

The Department of Educational Leadership and Counseling offers the opportunity for advanced graduate study in leadership in education

through a cooperative doctoral program (Ed.D.) with the University of Missouri. The program was designed through the collaborative efforts of professors, school administrators, teachers, and other educational and business leaders from across the state. The program is a cohort model with cohort groups starting every two years beginning the summer of 1997. For additional information regarding application procedures, requirements, and scheduling, contact Dr. Ruth Ann Roberts (573-651-2426) or raroberts@semo.edu.



Southeast
Missouri State University

Degrees / Certificates

MASTER'S DEGREES

MASTER OF ARTS

CAREER COUNSELING (MA)

Department of Educational Leadership and Counseling

Dr. Janice Ward, Counseling Program

Coordinator

(573) 651-2415

Email: jward@semo.edu

48 Hours Required

3.25 GPA Required

Counseling Core:

CP610 Counseling Orientation and Ethics (3)

CP611 Developmental Theories (3)

CP612 Counseling Theories (3)

CP613 Soc & Cultural Aspects of Counseling (3)

CP614 Counseling Skills (3)

CP615 Career Development (3)

CP616 Group Counseling (3)

CP617 Assessment in Counseling (3)

CP631 Crisis Intervention and Consultation (3)

CP643 Psychodiagnostics and Treatment (3)

CP680 Counseling Practicum (3)

GR691 Methods of Research (3)

Career Counseling Major

CP626 Advanced Career Counseling (3)

CP685 Internship-Career (3)

Choose 6 hours from the following:

CP682 Internship- Elementary (3)

CP683 Internship- Secondary (3)

CP684 Internship- School Counseling (3)

CP686 Internship- Mental Health (3)

CP687 Internship- Mental Health (3)

COMMUNICATION DISORDERS (MA)

Department of Communication Disorders

Dr. Thomas Linares, Chair

(573) 651-2155

Email: tlinares@semo.edu

31 Hours Required

Required Courses:

CD612 Instrumental Analysis of Speech (3)

CD620 Dev Artic & Phonological Disorders (2)

CD625 Research Method in Comm Disorders (3)

CD630 Lang & Cognitive Disorders Adults (3)

CD634 Lang & Cog Dis Infnts/Preschl Child (2)

CD635 Lang, Cog & Soc CD in Sch Aged Chld (3)

CD641 Voice Disorders (3)

CD643 Aug, Alt & Asst Comm Modalities (2)

CD651 Neurogenic Speech Disorders (2)

CD652 Swallowing Disorders (2)

CD656 Craniofacial Anom & Resonance Disorders (2)

CD603 Adv Comm Dis Clinical Practicum (3 enrollments) (9)

CD669 Externship in Comm Dis (2 enrollments) (6)

Choose one of the following:*

CD510 Multicultural Issues in Comm Dis (3)

CD525 Aural Rehabilitation (3)

CD541 Fluency Disorders (3)

Choose One of the Following Options:

Non-Thesis Option

CD683 Research in Comm Dis (2 enrollments) (6)

Thesis Option

CD683 Research in Communication Disorders (3)

CD695 Thesis (3)

* If the student did not have CD510, CD525, and CD541 as an undergraduate, the student must take all courses as a graduate student.

ELEMENTARY EDUCATION (MA)

Department of Elementary, Early and Special Education

Emphasis in Reading

Graduate Contact: Cheryl Mader

(573) 651-2405

Email: cmader@semo.edu

Emphasis in Mathematics/Science

Graduate Contact: Dr. Tahsin Khalid

(573) 651-2505

Email: tkhalid@semo.edu

33 Hours Required

3.25 GPA Required

Core Requirements

GR691 Methods of Research (3)
EX601 Education Assessment Techniques (3)
EL606 Curriculum Construction: Elementary (3)
CE614 Family/School Partnerships (3)

OR

EX507 Family & Except Child (3)

Choose One Area of Emphasis:

EMPHASIS IN EARLY CHILDHOOD

CE605 Issues & Trends in Early Child Ed (3)
CE634 Assessing Young Children (3)
EX556 Lang Acquisition & Comm Strategies (3)

OR

EX602 Lang Acquisition Excep Child (3)

12 Hours of Electives/Thesis

EMPHASIS IN READING

EL611 Prac Emergent Readers (3)
EL623 Prac Developing Readers (3)
EL624 Effective Literacy Leadership (3)
EL644 Process of Reading (3)
EL646 Improve Reading Inst (3)
EL647 Reading Assessment (3)
SE602 Effect Literacy Mid & Sec Lev (3)

EMPHASIS IN MATHEMATICS/SCIENCE

EL603 Teach Elem School Mathematics (3)
EL604 Tech of Science & Mathematics (3)
EL608 Diag/Remed Diff Math (3)

12 Hours of Electives/Thesis

ENGLISH (MA)

Department of English

Carol Scates, Chairperson

(573) 651-2156

Email: cscates@semo.edu

Core Requirements

EN601 Research in English Studies (3)
Literature at the 500-600 Level (6)
Choose one of the following:
EN535 Rhet Theor/Write Disc (3)
EN686 Sociolinguistics (3)
LI605 Anglophone Lit/Contemporary Thry (3)
LI658 Literary Criticism (3)
UI500 History (3)
UI501 Principles of Language (3)
Choose two of the following:

EN550 Style in Writing (3)

EN670 Advanced Creative Writing: Poetry (3)

EN678 Advanced Creative Writing: Fiction (3)

LI572 The Modern Essay (3)

Choose 9 Hours of electives:*

Thesis (3)*

Teaching Practicum in Writing or Literature (3)*

Independent Study (3)*

LI5xx-6xx

EN5xx-6xx (Writing)

5xx-6xx Theory or Linguistics

Teaching Assistant Seminars (6 hours)*

*Students may take up to three hours from

EN694-697, up to three hours from LI679-681,
and cannot take both EN615 and LI615 for
elective credit.

Choose One of the Following Options

ENGLISH STUDIES OPTION (9 hours)

Choose one of the following:

LI560 Chaucer (3)

LI577 Studies in Early English Literature (3)

LI665 Shakespeare (3)

Choose one of the following:

LI578 Studies in Later English Literature (3)

LI605 Cont Anglophone Lit/Con Theory (3)

LI676 Early 20th-Century British Literature (3)

Choose one of the following:

LI565 Southern Literature (3)

LI568 Nineteenth Century American Novel (3)

LI570 Modern and Contemporary Novel (3)

LI571 Modern American Poetry (3)

LI576 American Fiction, Twenty-First Century
(3)

LI621 Cross-Cultural American Voices (3)

LI674 Studies in Modern American Literature
(3)

PROFESSIONAL WRITING OPTION (9 hours)

EN623 Visual Rhetoric (3)

EN624 Editing & Research in Prof Writing (3)

EN645 Advanced Literary Publishing (3)

EXCEPTIONAL CHILD EDUCATION (MA)

Department of Elementary, Early and Special
Education

Dr. Julie Ray, Chairperson

(573) 651-2123

Email: jaray@semo.edu

33 Hours Required

3.25 GPA Required

Core Requirements:

GR691 Methods of Research (3)

EX601 Educational Assessment Techniques (3)

EL606 Curriculum Construction Elem (3)

CE614 Family/School Partnerships (3)

OR

EX507 Family & Except Child (3)

Choose One Area of Emphasis:

AUTISM EMPHASIS

EX555 Intro Autism Spectrum Disorder (3)

EX556 Lang Acquisition & Comm Str (3)

EX557 Behav Mgmt & Interventions (3)

EX558 Resrch Autism Spectrum Disorders (3)

EX559 Clinical Practicum (3)

EX691 Career Ed Handic Ind (3)

EX693 Special Ed & The Law (3)

CROSS-CATEGORICAL EMPHASIS

EX602 Lang Acquisition Excep Child (3)

EX616 Behavior Management (3)

EX628 Intro Cross-Cat Sycs (3)

EX652 Tch Mild/Mod Crs-Cat (3)

EX691 Career Ed Handic Ind (3)

EX693 Special Ed & The Law (3)

3 Hours of Electives/Thesis

**EARLY CHILDHOOD SPECIAL EDUCATION
EMPHASIS**

CE530 Found of Early Child & Sp Ed (3)

CE605 Issues & Trends Early Child (3)

CE634 Use of Inform Obsrv (3)

EX559 Clinical Practicum (3)

EX693 Special Ed & The Law (3)

EX556 Lang Acquisition & Comm Str (3)

OR

EX602 Lang Acquisition Excep Child (3)

EX557 Behav Mgmt & Interventions (3)

OR

EX616 Behavior Management (3)

HISTORY (MA)

Department of History

Dr. Kathryn Beebe, Graduate Program

Coordinator

(573) 651-2763

Email: kbeebe@semo.edu

36 Hours Required

Core Courses:

GH600 Introduction to Public History (3)*

GH610 Methods of Research in History (3)*

US600/WH600/WH610 Readings in History (6)

US620/WH620/WH630 Seminar in History (3)

21 Hours of Electives**

*Students must pass GH600 and GH610 with a "B" or higher to continue in the program.

** No more than 6 hours may be chosen from GH/ HP601/602/603.

HUMAN ENVIRONMENTAL STUDIES (MA)

Department Of Human Environmental Studies

Dr Shelba Branscum, Chairperson and Graduate
Program Coordinator

(573) 651-2729

Email: sybranscum@semo.edu

36 Hours Required

Required Courses:

HE625 Evaluating Research in the Human
Services (3)

HE637 Research Design in HES (3)

OR

HE615 Qualitative Research Design (3)

OR

HE635 Quantitative Research Design (3)

PY571 Introductory Behavioral Statistics (3)

HE600 Foundations of HES (3)

HE608 Supervision and Personnel Dev in HES (3)

CF630 Advanced Family Systems (3)

18 Hours of Electives

HIGHER EDUCATION ADMINISTRATION (MA)

Department of Educational Leadership and
Counseling

Dr. David Stader, Chairperson

(573) 651-2417

Email: dstader@semo.edu

36 Hours Required

3.25 GPA

Core Requirements:

EA620 Foundations of Higher Education I (3)
OR

EA625 Foundations of Educational Admin (3)

EA623 Principles & Practices Higher Ed (3)

EA624 Theories of Student Development (3)

EA628 Teaching in Higher Education (3)

EA629 Internship in Higher Education (3)

GR691 Methods of Research (3)

PY571 Introduction to Behavioral Statistics (3)

Choose One of the Following Options:

HIGHER EDUCATION ADMINISTRATION OPTION

EA622 Found in Higher Ed II: Leadership (3)

EA626 Introduction to Student Personnel (3)

EA629 Internship in Higher Education (3)

EA638 Women in Higher Education (3)

3 Hours of Elective

HIGHER EDUCATION COUNSELING OPTION

CP610 Orientation to Counseling (3)

CP611 Developmental Theories (3)

CP613 Social & Cultural Aspects of Counseling
(3)

CP614 Counseling Skills (3)

CP680 Counseling Practicum (3)

HIGHER EDUCATION ATHLETIC

ADMINISTRATION OPTION

SM540 Legal Aspects of Phy Activity and Sport
(3)

SM570 Mgmt and Leadership in Sports Org (3)

SM612 Current Topics, Iss, & Trends in Sport (3)

SM655 Design and Oper of Sport Related Fac (3)

3 Hours of Electives

MENTAL HEALTH COUNSELING (MA)

Department of Educational Leadership and
Counseling

Dr. Melissa Odegard-Koester, Graduate Program
Coordinator

(573) 651-2420

Email: modegard@semo.edu

60 Hours Required

3.25 GPA Required

Core Requirements:

CP610 Counseling Orientation and Ethics (3)

CP611 Developmental Theories (3)

CP612 Counseling Theories (3)

CP613 Social & Cultural Aspects of Counseling
(3)

CP614 Counseling Skills (3)

CP615 Career Development (3)

CP616 Group Counseling (3)

CP617 Assessment in Counseling (3)

CP631 Crisis Intervention and Consultation (3)

GR691 Methods of Research (3)

CP640 Mental Health Counseling (3)

CP641 Mental Health Systems and Prevention
(3)

CP643 Psychodiagnostics and Treatment (3)

CP645 Marriage and Family Counseling (3)

CP661 Addictions Counseling (3)

CP680 Counseling Practicum (3)

CP686 Internship – Mental Health (3)

CP687 Internship – Mental Health (3)

CP688 Advanced Internship – Mental Health (3)

3 Hours of Electives

PUBLIC HISTORY (MA)

Department of History

Dr. Kathyne Beebe, Graduate Program

Coordinator

(573) 651-2763

Email: kbeebe@semo.edu

36 Hours Required

Required Courses:

GH600 Introduction to Public History (3)

GH610 Methods of Research in History (3)

US600/WH600/WH610 Readings in History (3)

US620/WH620/WH630 Seminar in History (3)

HP615 Heritage Education (3)

US635 American Material Culture (3)

GH695-697 Thesis (6)

OR

HP640 Internship (3)

AND

HP645 Advanced Project in Applied History (3)

Choose One of the Following Areas of Emphasis:

HISTORIC PRESERVATION EMPHASIS

HP585 History of American Architecture (3)

HP588 Legal and Econ Prin of Hist Preservation
(3)

Choose 6 Hours From:

GH620 Techniques of Oral History (3)
HP540 Topics in Historic Preservation (3)
HP552 Historic Preservation Field School (3)
HP580 Hist of Amer Bldg Materials and Tech (3)
HP589 Hist Preservation Based Econ Revita (3)
HP640 Internship (3)
HP645 Advanced Project in Applied History (3)
HP650 Problems in Historic Preservation (3)
GH653 Problems in Social Studies (3)*
GH678 Issues in Social Studies (3)*

* No more than 3 hours may be chosen from
GH653/678.

HERITAGE EDUCATION EMPHASIS

GH653 Problems in Social Studies (3)
GH678 Issues in social Studies (3)

6 Hours of Electives

SCHOOL ADMINISTRATION (MA)

Department of Educational Leadership and
Counseling

Dr. Lisa Bertrand, Graduate Program
Coordinator

(573) 651-2424

Email: lbertrand@semo.edu

36 Hours Required

3.25 GPA Required

Course Requirements:*

EA625 Found Of Educational Administration (3)
GR691 Methods of Research (3)
EL606 Curriculum Construction (Elementary) (3)
OR
SE637 Curriculum Construction (Secondary) (3)
OR
EA653 Curriculum for Leaders (K-12) (3)
EA630 Elementary School Administration (3)
OR
EA635 Secondary School Administration (3)
EA634 School Supervision (3)
EA651 School Law (3)
EA655 School Bus/Fac Mgmt/Public Relations
(3)
EA660 Admin & Supervision of Special Educ (3)
EA646 Internship I Elementary (3)
AND

EA656 Internship II Elementary (3)

OR

EA647 Internship I Secondary (3)

AND

EA657 Internship II Secondary (3)

* Students who did not complete EX390 as an
undergraduate will be required to complete the
course for the graduate program.

Choose 6 Hours From:

EA641 Middle School Org & Leadership (3)
EA649 Seminar in Current Practical Problems (3)
EA682 Variable Topics (1-3)
EA694 Thesis (3-6)*
ED615 Tests & Measure for the Class Teacher
(3)
EF690 Foundations of Curriculum (3)
EF691 History of American Education (3)
EF692 Philosophy of Education (3)
EF694 Foundations of Rural & Urban Education
(3)
EF696 Education in American Society (3)
EX601 Education Assessment Techniques (3)
IE595 Adult Vocational Education (3)
IE596 Foundations of Vocational Education (3)
PY571 Introductory Behavioral Statistics (3)
SE602 Effective Teaching at the Middle Level (3)
*For students wishing to pursue the thesis
option.

SCHOOL COUNSELING (MA)

Department of Educational Leadership and
Counseling

Dr. Janice Ward, Graduate Program Coordinator
(573) 651-2415

Email: jward@semo.edu

48 Hours Required

3.25 GPA Required

Required Courses:

CP610 Counseling Orientation and Ethics (3)
CP611 Developmental Theories (3)
CP612 Counseling Theories (3)
CP613 Social & Cultural Aspects of Counseling
(3)
CP614 Counseling Skills (3)
CP615 Career Development (3)

CP616 Group Counseling (3)
CP617 Assessment in Counseling (3)
GR691 Methods of Research (3)
CP630 Foundations of School Counseling (3)
CP631 Crisis Intervention and Consultation (3)
CP643 Psychodiagnostics and Treatment (3)
CP680 Counseling Practicum (3)
Choose One of the Following Options:
Elementary OPTION
CP682 Internship Elementary (3)
CP684 Internship School Counseling (6)
Secondary OPTION
CP683 Internship Secondary (3)
CP684 Internship School Counseling (6)
K-12 OPTION
CP682 Internship Elementary (3)
CP683 Internship Secondary (3)
CP684 Internship School Counseling (3)

SECONDARY EDUCATION (MA)

Department of Middle and Secondary Education
Dr. Simin Cwick, Chairperson and Graduate
Program Coordinator
(573) 651-5965
Email: scwick@semo.edu

33 Hours Required
3.25 GPA Required
Core Requirements:
GR691 Methods of Research (3)
SE637 Curriculum Construction (3)
SE600 Multimedia in Education (3)
EF690 Foundations of Curriculum Development
(3)
SE638 Improvement of Instruction and
Assessment (3)*
SE641 Multicultural Education (3)
Choose One of the Following Options
EDUCATIONAL STUDIES OPTION
15 Hours of Electives (as approved by advisor)
EDUCATIONAL TECHNOLOGY OPTION
SE617 Foundations of Educational Technology
(3)
SE500 Internet in Education (3)
SE683 Instructional Design and Technology (3)

SE685 Planning for Tech in the School District
(3)
SE680 Topics in Middle and Secondary
Education (3)

TEACHER LEADERSHIP (MA)

Department of Educational Leadership and
Counseling
Dr. David Stevens, Graduate Program
Coordinator
(573) 986-4944
Email: dwstevens@semo.edu

30 Hours Required

Required Courses:

GR691 Methods of Research (3)
EA634 School Supervision (3)
EA651 School of Law (3)
EA655 School Bus/Facilities Mgmt/Public
Relations (3)
EA660 Administration of Special Education (3)
EA653 Curriculum for Leaders in Education (3)
12 Hours of the Following:
EA682 Educational Leadership Variable Topics I
(1-3)

TESOL (MA)

Department of English
Dr. Deqi Zen, Director of the MA TESOL
(573) 651-2630
Email: dzen@semo.edu

36 Hours Required

Core Requirements:

TL525 Theories of ESL/EFL Learning (3)
TL585 Methods of Techniques of TESOL (3)
TL625 Materials Dev & Assess Tools for TESOL
(3)
TL530 Practicum in TESOL (3)
TL648 Foundations in Linguistics (3)
OR
UI501 Principles of Language (3)
TL620 Approaches to the Teaching of Grammar
(3)
EN686 Sociolinguistics (3)
TL601 Research Methods in TESOL (3)

OR

GR691 Methods of Research (3)
TL630 Special Problems in TESOL (3)
Choose 9 Hours From the Following:
EN606 Topics, Issues and Trends in English (3)
SE641 Multicultural Education (3)
TL610 Dev Intercultural Awareness &
Competence (3)
TL650 Approaches to Second Lang Literacy Instr
(3)

MASTER OF BUSINESS ADMINISTRATION

MASTER OF BUSINESS ADMINISTRATION (MBA)

Harrison College of Business
Dr. Kenneth Heischmidt, Director
(573) 651-2912
Email: kheischmidt@semo.edu
Administrative Assistant: (573) 651-5116

33 Hours Required

Common Course Requirements:

BA600 Management Communication &
Leadership (3)
BA620 Quantitative & Qualitative Research
Methods (3)
BA630 Integrated Decision Information Systems
(3)
BA650 Strategic Decision Making (3)
BA651 Strategic Marketing (3)
BA660 Strategic Cost Analysis & Fin Applications
(3)
BA668 The Financial Environment (3)
BA657 Applied Research Project (3)*
*Topic must relate to option selected
Choose One of the Following Options:
GENERAL MANAGEMENT OPTION
Choose 9 Hours From:*

BA521 Topics in Entrepreneurship (3)
BA560 International Business Study Practicum
(3)

BA640 Managing Quality (3)
BA656 Applied Human Resource Management
(3)
BA658 Business Internship (3)
BA661 External Environment of Business (3)
BA662 Contemporary Issues in Business (3)
BA663 International Business Strategies (3)
BA664 Organizational Leadership (3)
BA665 Fin Institutions, Credit Mkts, & Reg
Policies (3)
BA667 Liability Risks, Prod and Services (3)
BA678 Operations Management (3)
MG546 Acquiring & Compensating Talent (3)
MG548 Project Management (3)
MG550 Improving Team Performance (3)
MG560 International Management (3)
MK560 International Marketing (3)
EC580 International Economics (3)
FI540 International Finance (3)
MA580 Experimental Design of Analytical
Variance (3)
MA623 Statistical Analysis for Forensic Science
(3)

*Only two 500-level courses may be taken
toward an MBA degree.

ACCOUNTING OPTION

Choose One Course From:

AC631 Advanced Cost Analysis (3)
AC647 Emerging Issues in Accounting (3)
AC650 Fraud Exam & Forensic Accounting (3)
Choose Two Courses From:
AC534 Financial Accounting and Reporting III (3)
AC537 Adv Audit & Assurance Serv (3)
AC540 International Perspectives Accounting (3)
AC545 Taxation of Business Entities (3)
AC546 Income Tax Research (3)
AC548 Government & Not-for-Profit Accounting
(3)
AC563 Legal & Ethical Issues in Accounting (3)
AC573 Accounting Internship (3)

ENTREPRENEURSHIP OPTION

BA521 Topics in Entrepreneurship (3)
BA561 Business Planning for New Ventures (3)
BA641 Creating the Entrepreneurial Adventure
(3)

ENVIRONMENTAL MANAGEMENT OPTION

EV661 Business Strategies for Corporate Mgmt (3)
 Choose 6 Hours From:
 EV551 Hazardous Material Assessments (3)
 EV653 Occupational Health (3)
 EV654 Risk Assessment Applications (3)
 EV655 Industrial Hygiene (3)
 EV660 Introduction to Toxicology (3)
FINANCIAL MANAGEMENT OPTION
 BA665 Fin Institutions, Credit Mkts & Reg Policies (3)
 FI540 International Finance (3)
 FI568 Portfolio Seminar (3)
INDUSTRIAL MANAGEMENT OPTION
 IM601 Industrial Safety and Ergonomics (3)
 IM602 Advanced Quality Concepts (3)
 IM604 Facilities Management (3)
INTERNATIONAL BUSINESS OPTION
 BA663 International Business Strategies (3)
 Choose 6 Hours From:
 AC540 International Perspectives on Accounting (3)
 FI540 International Finance (3)
 EC580 International Economics (3)
 Choose One Course From:
 MK560 International Marketing (3)
 MG560 International Management (3)
 BA6XX Elective (3)
 9 Hours of University foreign language or equivalent proficiency
HEALTH ADMINISTRATION OPTION
 BA680 Financial health Administration (3)
 BA681 Marketing or Management in Health Admin (3)
 BA682 Policy or Strategy in Health Admin (3)
SPORT MANAGEMENT OPTION
 SM610 Principles & Practices of Sport Management (3)
 SM612 Topics, Issues and Trends in Sports (3)
 SM655 Design & Operations of Sports Related Fac (3)

MASTER OF NATURAL SCIENCE

BIOLOGY (MNS)

Department of Biology
 Dr. Dustin Siegel, Graduate Program Coordinator
 (573) 651-2366
 Email: dsiegel@semo.edu

32 Hours Required

Required Courses:

BI689 Graduate Seminar I (1)

BI690 Graduate Seminar II (1)

Complementary Area:

6 Hours from any one department outside of Biology

Choose One of the Following Options

THESIS OPTION:

Choose 1-6 hours from the following:

BI694 Thesis (3)

BI696 Thesis (2)

BI697 Thesis (1)

7-12 Hours of Biology Electives

11 Hours of Electives

NON-THESIS OPTION:

16 Hours of Biology Electives

8 Hours of Electives

CHEMISTRY (MNS)

Department of Chemistry
 Dr. Philip Crawford, Chairperson
 (573) 651-2166
 Email: pcrawford@semo.edu

32 Hours Required

Choose One of the Following Tracks:

FORENSIC CHEMISTRY TRACK

Required Courses:

CH575 Chemical Instrumentation (4)

CH607 Intro to Research and Chem Lit (3)

CH608 Seminar (3 enrollments) (0)

CH609 Seminar (1)

CH620 Forensic Chemistry (4)

CH641 Topics in Organic and Biological Chem (3)

OR

CH675 Topics in Analytical Chemistry (3)

MA623 Statistical Analysis for Forensic Chem (3)

Complementary Area:

FS550 Crime Lab I: Microscopy (2)

FS552 Crime Lab II: Blood and Fluids (2)

FS601 Problems in Forensic Science (1)

3 Hours of Electives

Choose One of the Following Options:

Thesis option:

6 Hours from the following

CH676-CH678 Internship in Chemistry (1-3)

CH691-CH695 Research (3-5)

Non-thesis option

6 Hours of Chemistry Electives (A maximum of 2 hours of CH511, CH540, CH571 may count as elective credit)

NON-FORENSIC CHEMISTRY TRACK

Required Courses:

CH607 Intro to Research and Chem Lit (3)

CH608 Seminar (3 enrollments) (0)

CH609 Seminar (1)

One Course from the following:

CH611 Topics in Physical Chemistry (3)

CH641 Topics in Organic and Biological Chem (3)

CH663 Topics in Inorganic Chemistry (3)

CH675 Topics in Analytical Chemistry (3)

8 Hours of Chemistry Electives (A maximum of 2 hours of CH511, CH540, CH571 may count as elective credit)

Complementary Area:

6 Hours from any one department outside of Chemistry

Choose One of the Following Options

Thesis option

5 Hours of Electives

6 Hours from the following:

CH676-CH678 Internship in Chemistry (1-3)

CH691-CH695 Research (3-5)

Non-Thesis option

3 Hours of Chemistry Electives (CH511, CH540, CH571 may not count towards the Chemistry Electives)

8 Hours of Electives

MATHEMATICS (MNS)

Department of Mathematics

Dr. Dan Daly, Graduate Program Coordinator

(573) 651-2565

Email: ddaly@semo.edu

32 Hours Required

Required Courses:

MA560 Research Methods (3)

Choose Two Courses From:

MA546 Advanced Calculus I (3)

MA635 Topology (3)

MA647 Complex Analysis (3)

Choose One Course From:

MA642 Groups and Fields (3)

MA644 Rings and Modules (3)

Choose One Course From:

MA532 Foundations of Geometry (3)

MA633 Differential Geometry (3)

MA643 Number Theory (3)

Complementary Area:

6 Hours from any one department outside of Biology

11 Hours of Electives/Thesis

SCIENCE EDUCATION (MNS)

College of Science, Technology & Agriculture

Dr. Rachel Morgan Theall, Director

(573) 651-2372

Email: rmtheall@semo.edu

32 Hours Required

Course Requirements:

ST601 Introduction to Science Education (3)

ST603 Research Methods in Science Education (3)

ST660 Advanced Topics in Science Education (3)

Choose 9 Hours From:

BS618 Topics in Biology Education (3)

CH618 Topics in Chemistry Education (3)

GO618 Topics in Earth Science Education (3)

PH618 Topics in Physics Education (3)

8 Hours of Electives (as approved by advisor)

Choose One of the Following Tracks

SECONDARY SCIENCE EDUCATION TRACK

Choose 6 Hours From:

SE601 Schools in the Middle (3)

SE602 Effective Teaching at the Middle Level (3)

SE603 Curriculum Development at the Middle Level (3)

SE604 Designing Interdisciplinary Units (3)

SE637 Secondary Curriculum Construction (3)

SE638 Improvement of Instruction (3)
EF690 Foundations of Curriculum Development (3)
PY571 Statistics for the Behavioral Sciences (3)

ELEMENTARY SCIENCE EDUCATION TRACK

Choose 6 Hours From:

SE601 Schools in the Middle (3)
SE602 Effective Teaching at the Middle Level (3)
SE603 Curriculum Development at the Middle Level (3)
SE604 Designing Interdisciplinary Units (3)
EL604 Teaching Science in the Elementary School (3)
EL606 Elementary Curriculum Construction (3)
EL645 Teaching-Learning Processes (3)
EF690 Foundations of Curriculum Development (3)
PY571 Statistics for the Behavioral Sciences (3)

MIDDLE SCHOOL SCIENCE EDUCATION TRACK

Students interested in middle school science education may go through either the elementary or secondary track, selecting courses pertinent to the middle school level.

MASTER OF PUBLIC ADMINISTRATION

MASTER OF PUBLIC ADMINISTRATION (MPA)

Department of Political Science, Philosophy and Religion

Dr. Rick Althaus, Graduate Program Coordinator
(573) 651-2700

Email: ralthaus@semo.edu

36 Hours Required

Core Requirements:

PS602 Fundamentals of Public Administration (3)
PS603 Public Personnel Administration (3)
PS605 Organizational Theory and Behavior (3)
PS615 Government Budgeting Process (3)
PS618 Public Policy Analysis (3)
PS645 Research Methods (3)

PS655 Federalism (3)

PS697 Internship (3)

OR

3 Hours or Thesis

Choose 12 Hours From:

AC548 Government/Not-for-Profit Accounting (3)
EC525 Public Policy Economics (3)
PS625 Administrative Law (3)
PS689 Independent Study in Political Science (3)
PS691 Topics in Political Science (3)
PY571 Behavioral Statistics (3)
PY650 Organizations as Open Systems (3)
SC560 Organizational Communication (3)

MASTER OF SCIENCE

CRIMINAL JUSTICE (MS)

Department Of Criminal Justice

Dr. John Wade, Graduate Program Coordinator
(573) 651-2541

Email: jwade@semo.edu

Dr. Andrew Fulkerson,

Online Graduate Coordinator

(573) 651-2429

Email: afulkerson@semo.edu

36 Hours Required

Core Requirements

CJ600 Overview of the Criminal Justice System (3)

CJ626 Statistical Analysis in Criminal Justice (3)

CJ601 Research Methodology in Criminal Justice (3)

CJ615 Criminal Justice Theory (3)

CJ635 Civil Law and Liability (3)

CJ640 Ethics in Criminal Justice (3)

Choose One of the Following Options:

CRIMINAL JUSTICE ADMINISTRATION

Choose 12 hours from the following:*

CJ510 Comparative Criminal Justice Systems (3)

CJ525 Crime and Criminal Justice Policy (3)

CJ610 Seminar in Law Enforcement (3)

CJ619 Restorative Justice (3)

CJ625 Adult Correctional Org and Admin (3)
CJ630 Contemporary Juvenile Justice (3)
CJ693 Independent Study in Criminal Justice (3)
CJ841 Death Penalty in America (3)

*Up to 6 hours outside of criminal justice may be applied with the approval of the department chair.

COMMUNITY POLICING ADMINISTRATION**

CJ6XX Effective Policing in the Information Age (3)

CJ6XX Public Administration for Community Policing (3)

CJ6XX Crisis and Conflict (3)

CJ6XX Community Policing I (3)

CJ6XX Community Policing II (3)

**Community Policing option requires completion of the capstone seminar.

Choose One of the Capstone Options:

Thesis Option

CJ694 Thesis in Criminal Justice (3)

CJ695 Thesis in Criminal Justice (3)

Internship Option

CJ699 Internship (6)

Capstone Seminar Option

CJ650 Seminar in Criminal Justice Practice (3)

3 Hours of Electives

Non-Capstone Option

GR698 Comprehensive Examination in Criminal Justice (0)

6 Hours of Electives

ENVIRONMENTAL SCIENCE (MS)

College of Science, Technology and Agriculture

Environmental Science Program

Dr. John C. Kraemer, Graduate Coordinator

(573) 651-2355,

Email: jkraemer@semo.edu

32 Hours Required

COURSE REQUIREMENTS

12 Hours of Environmental Science Electives

14 Hours of Electives

Choose One of the Following Options:

THESIS RESEARCH OPTION

EV697-EV699 Thesis (6)

Internship Option

EV681-EV683 Environ Science Internship (6)
Research Option

EV691-EV693 Environ Science Research (6)

NUTRITION AND EXERCISE SCIENCE (MS)

Department of Health, Human Performance and Recreation

Dr. Jeremy Barnes, Graduate Program

Coordinator

(573) 651-2782

Email: jbarnes@semo.edu

39 Hours Required

Core Requirements:

HL601 Physiology of Exercise (3)

FN/HL690 Seminar in Nutrition and Exercise Science (3)

HL621 Exercise in Health and Disease (3)

HE637 Research Design in HES (3)

PY571 Introductory Behavioral Statistics (3)

FN550 Vitamin Metabolism (3)

FN530 Pathophysiology: Imp for Nutr & Ex Science (3)

HL603 Cardiovascular Exercise Physiology (3)

3 Hours of HL/FN Electives

6 Hours of Electives

HL691 Applied Research (3)*

HL/FN699 Internship (3)*

*HL691 and HL/FN699 may be replaced by HE694 and HE695 if the student chooses the Thesis option.

TECHNOLOGY MANAGEMENT (MS)

Department of Industrial and Engineering Technology

Dr. Deepak Gupta, Graduate Program

Coordinator

(573) 986-4921

Email: dgupta@semo.edu

36 Hours Required

Core Requirements:

GR691 Methods of Research (3)

IM601 Industrial Safety and Ergonomics (3)

IM602 Advanced Quality Concepts (3)

IM603 Ind Supervision in a Diverse Workplace (3)

FM504 Facilities Management (3)
OR

IM604 Facilities Management (3)

IM605 Innovation (3)

IM606 Knowledge Management (3)

IM693 Applied Research Project (3)
OR

IM694 Thesis (3)

Choose One of the Following Focus Areas

TECHNICAL FOCUS

Choose 12 Hours From:

CM510 Building Information Modeling (3)

ET568 Industrial Controls (3)

ET570 Energy Management (3)

FM544 Sustainable Const. Materials & Tech (3)

FM554 Facilities Operation and Supervision (3)

FM564 Sustain Facility Planning & Design (3)

FM565 Building Energy Management (3)

GM525 Virtuality in Gaming (3)

GM580 Motion Capture Technology (3)

GM585 Computer Special Effects (3)

GM680 Stereoscopic Imaging (3)

IM506 Projects in Industrial and Eng Tech (3)

IM617 Manufacturing Resources Analysis (3)

MN512 Advanced Manufacturing Systems (3)

MN516 Manufacturing Seminar (1)

TN562 Networking I (3)

TN563 Local Area Network Switching (3)

TN564 Telecommunications and Networking II (3)

TN565 Network Management (3)

TN566 IP Telephony (3)

TN625 Wireless Com & Mobile Data Netwk (3)

TN635 Network Security (3)

INDUSTRIAL ENVIRONMENT AND HEALTH

SAFETY FOCUS

Choose 12 Hours From:

EV551 Hazardous Material Assessments (3)

EV653 Occupational Health (3)

EV654 Risk Assessment Applications (3)

EV655 Industrial Hygiene (3)

EV660 Introduction to Toxicology (3)

EV661 Business Strategies for Corp Environ
Mgmt (3)

EV666 Hazwopper (3)

TRAINING AND DEVELOPMENT FOCUS

Choose 12 Hours From:

IE590 Assessment for Career and Tech
Education (3)

IE592 Selection & Organization Subject Matter
(3)

IE593 Principles and Practices of Technical
Subjects (3)

IE595 Teaching Adults in Career and Tech Educ
(3)

IE596 Foundations of Career and Tech
Education (3)

IE597 Coordination of Cooperative Education
(3)

CUSTOMIZED FOCUS

12 Hours of Electives (as approved by advisor)

ORGANIZATIONAL MANAGEMENT (MS)

Harrison College of Business

Dr. Kenneth Heischmidt, Director

(573) 651-2912

Email: kheischmidt@semo.edu

Administrative Assistant: (573) 651-5116

30 Hours Required

Core Requirements:

BA600 Management Communication and
Leadership (3)

BA620 Quantitative and Qualitative Research
Mthds (3)

BA656 Applied Human Resource Management
(3)

BA664 Organizational Leadership (3)

BA667 Liability Risks in Products and Services (3)

BA657 Applied Research Project (3)

MG550 Improving Team Performance (3)

9 Hours of Electives from the following courses:

BA521 Topics in Entrepreneurship (3)

BA531 Imagination, Creativity and Innovation
(3)

BA551 Managing and Growing the New Venture
(3)

BA561 Business Planning for New Ventures (3)

BA641 Entrepreneurship (3)

BA661 External Environment of Business (3)

BA662 Contemporary Issues in Business (3)

BA671 Business Topics Seminar (1-3)
MG526 Managing and Developing Talent (3)
MG546 Acquiring and Compensating Talent (3)
MG560 International Management (3)
MG566 Legal & Union Issues in Human
Resources (3)

MASTER OF SCIENCE IN NURSING

MASTER OF SCIENCE IN NURSING (MSN)

Department Of Nursing

Dr. Elaine Jackson, Director of Graduate Studies
(573) 651-2871

Email: ejackson@semo.edu

40 Hours Required

Core Requirements:

NS600 Theoretical Foundations for Nursing
Practice (3)
NS605 Advanced Nursing Concepts (3)
NS610 Public Policy & Issues in Health Care (3)
NS612 Nursing Legal and Ethical Issues (2)
NS620 Adv Nursing Research Methods &
Designs (4)
NS625 Advanced Pharmacology (4)
NS628 Advanced Health Assessment (4)
NS636 Adv Pathophysiology and Symptom
Mgmt (3)
NS642 Advanced Roles Seminar (2)
Choose One of the Following Options:
Nurse Educator Option
NS643 Advanced Nursing Roles I (4)
NS644 Advanced Nursing Roles II (4)
NS641 Internship (1)
NS635 Nurse Educator Practicum (3)
Family Nurse Practitioner Option
NS638 Primary Care I Family Health (3)*
NS639 Prim Care I Family Health Clinical
Practicum (2)
NS648 Primary Care II Adult Health (3)
NS649 Prim Care II Adult Health Clinical
Practicum (2)
NS659 Primary Care III Clinical Role Practicum
(4)

*Requires grades of 'B' or better in NS625,
NS636, NS628, and NS629
POST-MASTER'S FAMILY NURSE PRACTITIONER
REQUIREMENTS:
NS628 Advanced Health Assessment (3.5)*
NS629 Advanced Health Assessment Practicum
(0.5)*
NS638 Primary Care I Family Health (3)
NS639 Prim Care I Family Health Clinical
Practicum (2)
NS642 Advanced Roles Seminar (2)
NS648 Primary Care II Adult Health (3)
NS649 Prim Care II Adult Health Clinical
Practicum (2)
NS659 Primary Care III Clinical Role Practicum
(4)
NS663 Independent Study in Nursing (1)**
*If needed, NS625 & NS636 should be
completed prior to NS628 & NS629
**NS663 should be completed prior to or with
the first nurse practitioner specialty course.

SPECIALIST DEGREES

SPECIALIST IN COUNSELING EDUCATION (Ed.S)

Department of Educational Leadership &
Counseling

Dr. Travis Smith, Graduate Program Coordinator
(573) 651-2399

Email: tsmith1@semo.edu

Requirements for Specialist Degree
Counseling Core

CP610 Orientation to Counseling (3)
CP611 Developmental Theories (3)
CP612 Counseling Theories (3)
CP613 Social & Cultural Aspects of Counseling
(3)
CP614 Counseling Skills (3)
CP615 Career Development (3)
CP616 Group Counseling (3)
CP617 Assessment in Counseling (3)
OR
PY636 Personality Assessment (3)
GR691 Methods of Research (3)

CP680 Counseling Practicum (3)
 School Counseling Major
 CP630 Foundations of School Counseling (3)
 CP631 Consult and Counseling Issues in Schools (3)
 CP682 Internship-Elementary (3)
 OR
 CP683 Internship-Secondary (3)
 CP684 Internship-School Counseling (3-6)
 Community Counseling Major
 CP640 Counseling in Community Agencies (3)
 CP643 Psychodiagnostics and Treatment (3)
 OR
 PY644 Advanced Psychopathology (3)
 CP644 Counseling Ethics (1)
 CP686 Internship-Mental Health (6)
 CP687 Internship-Mental Health (3)
 Education Specialist Core
 PY571 Introduction to Behavioral Statistics (3)
 CP731 Counselor Supervision (3)
 CP733 Advanced Educational Processes (3)
 CP788 Advanced Internship (3-6)
 Choose 15 Hours of Electives From:
 CP631 Consult and Counseling Issues in Schools (3)
 CP630 Foundations of School Counseling (3)
 CP640 Counseling in Community Agencies (3)
 CP643 Psychodiagnostics and Treatment (3)
 CP644 Counseling Ethics (1)
 CP645 Marriage & Family Counseling (3)
 CP682 Internship-Elementary (3)
 CP683 Internship-Secondary (3)
 CP687 Internship-Mental Health (3)
 CP735 Intelligence Testing (3)
 CP739 Testing Practicum (3)
 EX642 Psych & Educ of the Exceptional Child (3)

Specialist Students also must have the completed the requirements of a counseling major-school, community, or an acceptable counseling major from another master's program.

All students must have a minimum, including the Master's, of 72 credit hours to graduate from the Educational Specialist program.

TRANSFER OF CREDITS

A student with regular admission status may transfer up to 48 of the 72 semester hours required for the specialist's degree from other regionally-accredited institutions if the courses are a) appropriate, b) part of master's level work, c) on-campus courses, and d) approved by the student's advisor.

If the student earned his/her master's degree from Southeast Missouri State University, up to nine semester hours of such work may be transferred from regionally accredited institutions. Transfer, workshop, and independent study credit may not exceed nine semester hours. The last 16 hours toward the specialist degree must be taken from Southeast or receive prior permission from the advisor. This is required in order for Southeast to act as certifying agency or endorse the student for certification or licensure.

GRADUATION REQUIREMENTS

1. Has satisfactorily completed the program of study (a minimum of 72 hours of graduate credit including the master's degree with a GPA of at least 3.25),
2. Has passed a final comprehensive oral examination administered by the specialist's degree faculty, and
3. Has been approved for graduation by his/her advisor, Coordinator of the Specialist Program, and the Office of the Registrar.

SPECIALIST IN EDUCATIONAL ADMINISTRATION (Ed.S)

Department of Educational Leadership and Counseling

Dr. Margaret Dalton, Graduate Program Coordinator

(573) 651-2207

Email: mdalton@semo.edu

36 Hours Required

3.25 GPA Required

Choose One of the Following Options

SUPERINTENDENCY OPTION

EA781 Variable Topics (3)

EA709 Administrative Leadership (3)

EA743 Research into Administrative Practice (3)
EA760 Internship: Specialist Level (4)
EA737 Administration of Curriculum (3)
EA756 Financial Management and Leadership (3)
EA755 School District Law (3)
EA785 School Plant Planning and Operation (3)
EA707 Personnel Management in Education (3)
EA710 School District Administration (3)
EA767 Dept of Elementary and Secondary Educ (1)
EA789 Superintendent Assessment (1)
3 Hours of Electives

ADVANCED PRINCIPALSHIP OPTION

EA625 Foundations of Educational Admin (3)
EA709 Administrative Leadership (3)
EA716 Instructional Leadership Strategies I (3)
EA718 Instructional Leadership Strategies II (3)
EA743 Research into Administrative Practice (3)
EA761 Internship: Spec Lvl Adv Principalship (3)*
EA635 Elementary School Administration (3)
EA707 Personnel Management and Leadership (3)
EA737 Administration of Curriculum (3)
EA785 School Plant Planning and Operation (3)
6-9 Hours of Electives

*Waived for those with one year of experience as an elementary school principal.

SPECIALIST IN EDUCATIONAL LEADERSHIP DEVELOPMENT (Ed.S)

Department of Educational Leadership and Counseling

Dr. Ray Dowdy, Graduate Program Coordinator
(573) 651-2421

Email: rdowdy@semo.edu

30 Hours Required

Required Courses:

EA737 Administration of Curriculum (3)
EA755 School District Law (3)
EA756 School Finance (3)
EA785 School Plant Planning & Operation (3)
EA716 Instructional Leadership Strategies I (3)
EA718 Instructional Leadership Strategies II (3)

12 Hours of Electives

COOPERATIVE DOCTORAL (ED.D.)

COOPERATIVE DOCTORAL (ED.D.) BETWEEN SOUTHEAST MISSOURI STATE UNIVERSITY and the UNIVERSITY OF MISSOURI

The Department of Educational Leadership and Counseling offers the opportunity for advanced graduate study in leadership in education through a cooperative doctoral program (Ed.D.) with the University of Missouri. The program was designed through the collaborative efforts of professors, school administrators, teachers, and other educational and business leaders from across the state. The program is a cohort model with cohorts starting every two years. For additional information regarding application procedures, requirements, and scheduling, contact Dr. Ruth Ann Roberts (573-651-2426) or raroberts@semo.edu.

Characteristics of the Program

- Students will progress through the program as a "cohort."
- Students from each regional institution will be a site cohort, with students from all institutions forming the state cohort.
- Course work will be completed in six contiguous semesters, beginning in the summer and concluding in the spring semester two years later, with comprehensive exams, both written and oral.
- Dissertation research will follow the two years of course work (and must be completed within 5 years).
- Summer course work will include two seminars at the regional site before a four week program on the University of Missouri-Columbia campus during the month of July.
- Course work instruction will occur at each regional site during the fall and spring semesters.
- Technology will be used as a medium for instruction delivery throughout the program.

- Curriculum will be integrated, thematic, and problem-based.

Primary Themes of the Curriculum:

- Leadership Theory and Practice
- Organizational Analysis
- Analysis of Educational Policy
- Content and Context of Learning
- Research, Inquiry, and Evaluation

**CERTIFICATION FOR THE SUPERINTENDENCY:
INTEGRATION OF SPECIALIST DEGREE AND
INITIAL COURSE WORK FROM THE ED.D.**

Southeast Missouri State University is part of a Statewide Cooperative Doctoral Program in Education Leadership. This program is in cooperation with the University of Missouri-Columbia and the regional universities in the state of Missouri.

The following modification of the course requirements for the Specialist degree combines course work from the Specialist degree program at Southeast Missouri State University with course work at the beginning of the doctoral program meeting the needs of a group of students who wish to obtain superintendency certification and desire to complete a doctoral degree.

Specialist Degree/Ed.D. Course Integration

Students with a master's degree in Educational Administration would complete the following course sequence from the Specialist program that "shall include knowledge and/or competency in each of the following areas" as listed in the superintendent's certification requirements. These courses would include the following:

- EA707 Personnel Management and Operation (3)
- EA710 School District Administration (3)
- EA737 Administration of Curriculum (3)
- EA755 School District Law (3)
- EA756 Financial Management and Leadership (3)
- EA760 Internship: Specialist Level (4)

- EA785 School Plant Planning and Operation (3)
- EA789 Superintendent Assessment (1)

Total 23 hours

Two courses in the master's degree in Educational Administration program would meet other certification knowledge/competency areas. Students would have taken EA625 Foundations of Educational Administration and EA660 Administration and Supervision of Special Education in the master's program.

Students who make application and are accepted in the Doctoral Degree in Education (Ed.D.) would then begin their course work in the Ed.D. program. The course work during the first 13 hours of the Ed.D. program would be taken in lieu of the remaining 13 hours of the current Specialist program.

This program modification would allow the students who obtain acceptance into the doctoral program to apply for certification as a superintendent at the completion of the first 13 hours in the doctoral program.

SCHEDULE OF COURSE WORK

Year 1

SU (MU)	Organizational Analysis for Educational Leadership(4)
	Educational Leadership Inquiry I: Change, Diversity, & Ethics (2)
	Team Building & Group Dynamics (1)
FA (SEMO)	EA900 Leadership Theory and Practice (4)
Online (MU)	Professional Seminar I: Research Design (1 hr)
SP (SEMO)	EA 907 Qualitative Methods in Educational Research I (3)
	EA 905 Educational Leadership Inquiry II: Research, Ethics, & IRB (1)
Online (MU)	Professional Seminar I: Research Design (1 hr)

(573) 986-4921
Email: dgupta@semo.edu

Year 2

SU (MU) Policy Analysis for Educational Leadership (4)

Quantitative Methods in Educational Research I (3)

FA (SEMO) EA 905 Educational Leadership Inquiry III: Data Reporting (1)

EA 915 Educational Planning & Evaluation (3)

Online (MU) Professional Seminar II: Advanced Research Design (1)

SP (SEMO) EA 905 Educational Leadership Inquiry IV: Data Driven Decision Making (1)

EA 910 Content and Context of Learning (3)

Online (MU) Professional Seminar II: Advanced Research Design—Prospectus (1)

Coursework

34 hours

Comprehensive Exams

Dissertation

12 hours

Program Requirements Total

46 Hours

Prerequisites

- GRE score appropriate to the exam taken
- PY571 Introduction to Behavioral Statistics

CERTIFICATE PROGRAMS

FACILITIES MANAGEMENT CERTIFICATE

Department of Industrial and Engineering Technology

Dr. Deepak Gupta, Graduate Program Coordinator

15 Hours Required

Core Requirements:

FM504 Facilities Management (3)

FM544 Sustainable Construction Materials & Tech (3)

FM554 Facilities Operations & Supervision (3)

FM564 Sustainable Facilities Planning & Design (3)

FM565 Building Energy Management (3)

HERITAGE EDUCATION CERTIFICATE

Department of History

Dr. Erika Hosselkus, Graduate Program Coordinator

(573) 986-6741

E-mail: ehosselkus@semo.edu

18 Hours Required

Required Courses:

GH600 Introduction to Public History (3)

GH610 Methods of Research in History (3)

GH653 Problems in Social Studies (3)

OR

SS678 Issues in Social Studies (3)

HP615 Heritage Education (3)

OR

US635 American Material Culture (3)

US600/WH600 Readings in History (3)

OR

US620/WH620 Seminar in History (3)

Choose 3 Hours From:

SExxx Secondary Education courses (3)

US/WH600 Readings in History (3)

US/WH620 Seminar in History (3)

XXxxx Pre-approved workshops (e.g., AP Institute) (3)

HISTORIC PRESERVATION CERTIFICATE

Department of History

Dr. Erika Hosselkus, Graduate Program Coordinator

(573) 986-6741

E-mail: ehosselkus@semo.edu

18 Hours Required

Required Courses:

GH600 Introduction to Public History (3)

GH610 Methods of Research in History (3)

US600/WH600 Readings in History (3)

OR

US620/WH620 Seminar in History (3)

HP585 History of American Architecture (3)

HP588 Legal & Econ Prin of Hist Preservation (3)

Choose 3 Hours From:

HP580 Hist of Amer Bldg Materials and Tech (3)

HP589 Hist Preservation Based Econ Revita (3)

US635 American Material Culture (3)



Southeast
Missouri State University

Course Descriptions

ACCOUNTING (AC)

AC534: Financial Accounting & Reporting III

Business combinations, consolidated statements, partnerships, and not-for-profit accounting. Prerequisite: AC332 with minimum grade of 'C.' (3)

AC537 Advanced Auditing & Assurance Services

An in-depth examination of auditor legal liability, ethics, audit procedures, statistical sampling, & audit research using electronic databases & the Internet. Prerequisite: AC437 with minimum grade of 'C' or consent of instructor. (3)

AC540: International Perspectives in Accounting

An examination of accounting rules & practices of multinational enterprises throughout the world with special emphasis on harmonization, standardization, & disclosure requirements. Prerequisite: AC222 with a minimum grade of 'C.' (3)

AC545: Taxation of Business Entities

An examination of federal tax laws with emphasis on corporate taxpayers, partnerships, and fiduciaries. Prerequisite: Minimum grade of 'C' in AC435 or consent of instructor. (3)

AC548: Governmental and Not-for-Profit Accounting

An introduction to the accounting principles and reporting practices of governments and not-for-profit organizations. Prerequisite: Minimum grade of 'C' in AC222 (3)

AC563 (Cross-listed with BL563): Legal and Ethical Issues in Accounting

A study of legal issues confronting business decision-makers, including negotiable instruments, debtor-creditor relationships, securities regulation & business organizations. Prerequisite: BL255 or its equivalent with minimum grade of 'C' or consent of instructor. (3)

AC573: Accounting Internship

A supervised learning and work experience in professional accounting. Forty contact hours are required for each hour of credit. One to three credit hours available. Prerequisite: Junior standing; AC321 with a minimum grade of 'C'; overall 2.75 GPA. (1-3)

AC631: Advanced Cost Analysis

Introduction & application of strategic cost/managerial accounting concepts & procedures. Prerequisites: AC331 with a minimum grade of 'C'; BA660; or consent of instructor. (3)

AC647: Emerging Issues in Accounting

Study and application of accounting theory to current and emerging issues in accounting practice. Prerequisite: AC331 with minimum grade of 'C.' (3)

AC650: Fraud Examination and Forensic Accounting

An in-depth fraud examination with focus on causes of fraud, controls to prevent fraud, and company management and the auditor's role in deterring and detecting fraud. Prerequisite: MBA status or consent of instructor. (3)

ADMINISTRATIVE SERVICES (AD)

AD520: Cooperative Education Programs

Changing philosophy and environment of cooperative education; overview of office and distributive education programs; planning, organizing, and operating the cooperative programs. Prerequisite: SE314 and SE370 or equivalent. (3)

AD526: Improvement of Curriculum and Instruction in Business and Marketing Education

A study of the current trends, objectives, content, teaching techniques, and evaluation techniques in business and marketing education. Special emphasis is given to selecting and evaluating instructional materials. Prerequisite: SE370 or equivalent and SE314. (3)

AD527: Implementing Business and Marketing Education

A study of components for successful implementation of business and marketing programs. Prerequisite: SE314 and SE370 or equivalent. (3)

AD595: Integrating Academics into Vocational Curricula

Development of vocational curricular materials designed to integrate academics into vocational subjects. (2)

AD693: Independent Study in Business Education (3)

AGRICULTURE (AG)

AG551: Water Management

Soil, water, and plant relationships. Design and layout of farm drainage and irrigation systems. Prerequisite: AO215. (3)

AGRONOMY (AO)

AO555: Soil Classification and Resource Management

Classification of soils in terms of their physical, chemical and mineralogical composition. Interpretation of soils in terms of proper land use, with special attention to soil erosion. Two lectures; two-hour lab. Prerequisites: AO215 or GO110; CH181 or CH185. (3)

AO627: Soil Fertility and Plant Nutrition

Fundamentals and concepts of soil fertility and its evaluation related to soil management, plant nutrition, and maintenance. Two lectures; two hour laboratory. Prerequisites: 1 year of general chemistry and concurrent enrollment in BI689/690 or equivalent. (3)

ANTHROPOLOGY (AN)

AN 550: Historic Archaeology

Intensive examination of major issues in the development of historical archaeology, theoretical and methodological issues, and major areas of research. (3)

AN551: Historic Archaeology Field School

Historic archeological survey and excavation; intensive instruction in recovery and documentation of cultural remains; public interpretation of an excavation; practice in archival research. (6)

ART (AR)

AR501: Intaglio Printmaking

A course in the process of intaglio printmaking. One lecture and two two-hour laboratories per week. (3)

AR502: Litho Printmaking

Techniques of lithography and development of personal expression. One lecture and two two-hour laboratories. (3)

AR520: Figure Painting

Painting from the human figure with emphasis on composition, structure, and technique. (3)

AR541: Ceramics III

An in-depth ceramic course designed to provide advanced students an opportunity to structure their own ceramic problems, with personal research in the medium. (Course may be repeated for a total of 6 hrs.) One lecture; one two-hour laboratory. (3)

ART HISTORY (AH)

AH510: Non-Western Art

Emphasis on the art forms of ancient and contemporary Africa, India, the Orient and Meso-America. (3)

AH511: Modern Art

History of major developments in the art of the 19th and 20th centuries. (3)

AH512: Contemporary Art

Movements in painting, sculpture, and architecture as developed in Europe and America beginning with the Armory show and including present trends. A term report is required. (3)

AH516: Issues in Modern Art

This course will investigate the development of modernism in western culture as it is reflected in the painting, sculpture and architecture of the time. (3)

BIOLOGY (BI)**BI500: Fundamental Concepts of Bioenergetics**

Fundamental principles of cell structure/function and metabolism as demonstrated in prokaryotic and eukaryotic microbes. Does not count toward completion of a graduate degree. Prerequisites: Admission to Graduate Study in Department of Biology; 30 semester hours of acceptable undergraduate credit in science and mathematics. Two hours lecture; one 2-hour lab. (3)

BI501: Fundamental Concepts of Genetics

Intermediate-level survey of modern genetics. Topics covered include enzymology of gene expression; introduction to gene regulation in prokaryotes and eukaryotes; techniques of DNA manipulation; cytogenetics; quantitative and population genetics. Does not count toward completion of a graduate degree. Prerequisites: Admission to Graduate Study in Department of Biology; 30 semester hours of acceptable undergraduate credit in science and mathematics. (3)

BI502: Fundamental Concepts of Ecology

An introduction to the fundamental principles of ecology. Field trips outside of class time may be required. Does not count toward completion of a graduate degree. Prerequisites: Admission to Graduate Study in Department of Biology; 30 semester hours of acceptable undergraduate credit in science and mathematics. Two hours lecture; one 2-hour lab. (3)

BI503: Fundamental Concepts of Evolution

An introduction to historical biology, incorporating principles of ecology, systematics, biogeography, and basic principles of evolutionary biology. Does not count toward completion of a graduate degree. Prerequisites:

Admission to Graduate Study in Department of Biology; 30 semester hours of acceptable undergraduate credit in science and mathematics. (3)

BI543: Pathogenic Microbiology

The study of the epidemiology, pathology, isolation, identification, prevention, and treatment of clinically significant bacteria and viruses. Prerequisite: BI200. (2)

BI544: Pathogenic Microbiology Laboratory

The isolation and identification of clinically significant bacteria are studied in theory and practice with emphasis on the biochemical basis of the procedures. Prerequisite: BI200; Corequisite: BI543. One 2-hour lab (1)

BI551/552/553: Biology Field Studies

A one or three week course involving the study of ecosystems and habitats not normally within the range of Southeast Missouri (e.g. grasslands, deserts, estuarine, and montane systems). Prerequisite: BI154. (1 or 3)

BI570: Development of Instructional Materials for Courses in the Biological Sciences

Independent study under the supervision of a member of the Department of Biology faculty. Students will design and develop instructional materials for a course in the Department of Biology with the expectation that such materials will be incorporated into the course. On demand. Prerequisite: BI154. (1)

BI589: Biological Research

Investigation of a research project with emphasis on development of controls, evaluation of results, and relation to current literature. Appropriate summarizing paper required. Prerequisite: BI154. Consent of instructor and department chairman (an abstract of the research problem must be submitted to the chairman.) Students are limited to a total of 6 credit hours of research during their program. (1)

BI590: Biological Research (2)**BI591: Biological Research (3)**

BI600: Health Physics

Radiation physics and biology as related to safe use of ionizing radiation in therapeutic and diagnostic medicine, industry, and research. Prerequisites: BI154 or BS105; CH185 or PH120; or permission of instructor. Two hours lecture; one 2-hour lab. (3)

BI604: Cell Biology

Dynamics of eukaryotic cellular function, molecule targeting, vesicular trafficking, signal transduction and molecular aspects of cell interactions. Prerequisites: BI381, CH341, CH342. Two hours lecture; one 2-hour lab. (3)

BI614: Current Problems in Cell and Molecular Biology

In-depth consideration of selected topics of current interest in cellular and molecular biology, with emphasis on problem solving and analysis of primary literature. Prerequisite: BI381. Three hours lecture; one hour recitation. (3)

BI620: Management of Wildlife Populations

Introduction to theoretical principles and empirical bases for population management of wildlife, and applications of these principles. Basic concepts of population dynamics, estimation of population parameters, and population management. Examples emphasize North American species. Prerequisite: BI154. 1-2 weekend field trips may be required. (3)

BI630: Management of Wildlife Habitat

Principles and practices of habitat management for wildlife in North America. Particular emphasis placed on habitat evaluations procedures. Prerequisite: BI154. Two hours lecture; one 2 hour lab. (3)

BI632: Advanced Ecology

Study of the evolutionary interactions among organisms and their environments. Evolutionary stable strategies, life history and foraging strategies, population growth, intra- and interspecific interactions. Prerequisite: BI332. (3)

BI634: Marine Evolutionary Ecology

Integration of evolutionary and ecological processes that govern community structure and function in the marine environment. Human impacts on the marine environment. Prerequisites: BI154; BI332; BI348. (3)

BI 635: Conservation Biology

Discussion of ecological principles relating to conservation of biodiversity, with a review of social, political, and economic constraints. Prerequisite: BI154. (3)

BI 638: Biogeography

Geographical distribution of biological diversity. Application of theories and methods to explore spatial and temporal patterns of variation and biodiversity. Prerequisites: BI154; BI300; or BI332. (3)

BI640: Ecology and Management of Wetlands

General introduction to structure, function, classification, delineation, and biota of wetlands. Emphasis will be on the application of principles of wetland ecology to wetland management, with particular attention given to wetland types occurring in the Midwest. Prerequisite: BI154. 2-3 weekend field trips may be required. Two hours lecture; one 2-hour lab. (3)

BI641: Virology

A course to acquaint students with the viruses, prions and varieties of animals, plants and bacteria with emphasis on their biochemical characteristics, techniques of study and medical and economical importance. Prerequisite: BI154. (3)

BI642: Immunology

An introduction to modern immunology with an emphasis on the underlying biochemical mechanisms. Topics covered include immunocytology, cellular and humoral immunoresponse mechanisms, tumor and transplant reactions, immune response malfunctions and classical and modern

serological methods. Prerequisite: BI154. Two hours lecture; one 2 hour lab. (3)

BI643: Epidemiology

Concepts, methods and applications of infectious disease, chronic disease and environmental epidemiology focused on epidemiological reasoning processes. Prerequisite: BI154. (3)

BI645: Microbial Physiology

A detailed consideration of prokaryotic structure and function, encompassing morphology, metabolism, genetics, and growth. Prerequisite: BI200. Two hours lecture; one 2-hour lab. (3)

BI650: Investigative Molecular Biology and Biotechnology

Gene cloning and analysis in an investigative environment. DNA isolation, sequence analysis, recombinant construction, hybridization, library screening, PCR. Prerequisites: BI381; CH341; CH 342. One hour lecture; two 2-hour labs. (3)

BI652: Freshwater Ecology

A comparative approach to the ecological study of freshwater systems, including the chemical, physical, and biological components of springs, streams, impoundments, and swamps. Prerequisite: BO 200 or ZO 200. One lecture; two 2-hour labs or field trips. (3)

BI653: Occupational Health

Introduction to the factors influencing occupational incidents and the adverse interactions of environmental and occupational chemical/physical agents with humans. Prerequisites: Living Systems (any BI or BS course); CH181 or CH185. (3)

BI654: Risk Assessment Applications

Introduction to concepts, terminology, methods, and applications of qualitative and quantitative health and ecological risk assessment and risk communication. Prerequisites: Living Systems (with BI or BS

course), CH181 or CH185; and MA134 or MA135; or MA139 or MA140. (3)

BI655: Industrial Hygiene

The study of chemical and physical hazards in the occupational environment and the methods used for their evaluation and control. Prerequisites: BI200; CH186; MA 134. (3)

BI658: Analytical Bioinformatics for Biology and Medicine

Analysis of large-scale molecular biology data. Databases and queries. Gene annotation. Sequence similarities and alignments. Protein structure/function prediction. Genomics, transcriptomics, proteomics. Prerequisite: BI381 or permission of instructor. (3)

BI660: Introduction to Toxicology

Introduction to the fundamental principles of toxicology, toxic agents, toxicity testing, mechanisms of toxicity, toxic effects, sources of exposure, and applications of toxicology. Prerequisites: BI154 and CH185. (3)

BI669: Wildlife Toxicology

Introduction to the principles of environmental toxicology and discussion of the literature on biological effects of environmental toxicants on terrestrial vertebrate wildlife species. Prerequisites: BI154; CH185. (3)

BI684: Readings in Biology

Consideration in depth of subject matter ordinarily unavailable in the departmental curriculum through directed readings and discussion with the instructor. May be taken twice. Prerequisite: Consent of the instructor; permission of the department chairman. (1)

BI685: Topics in Biology

Consideration in-depth of subject matter that is not a part of the established departmental curriculum. Topics available can be obtained from the department chairperson. Prerequisite: As determined by the topic. (3)

BI688: Experimental Design

Introduction to the topic of research, the planning of research proposals, and the nature of quantitative biological principles (biometrics). One hour lecture; one 2-hour lab. (2)

BI689: Graduate Seminar I

To be taken during the first semester of course work on the MNS. Presentation and discussion of material dealing with current issues in biology including ethics, regulations and information resources. Prerequisite: Graduate standing. (1)

BI690: Graduate Seminar II

To be taken at end of program when student is preparing his/her thesis or graduate paper. Presentation and discussion of material dealing with current issues in biology. Prerequisite: BI 689. (1)

BI693: Readings in Biology

Consideration in depth of subject matter ordinarily unavailable in the departmental curriculum through reading and discussion of assigned material. Students are limited to a total of 6 credit hours of readings during their program. Permission of the department chairman is required. Prerequisites: Consent of the instructor; permission of the department chairman. (2)

BI694: Thesis

A written report based on independent investigation or the completion of a creative project. See Thesis Plan in the Graduate Bulletin for additional information. May be taken for 1, 2, or 3 hours of credit. A minimum of 3 hours credit for thesis is required with a maximum of 6 hours of credit allowed. Prerequisite: Admission to the graduate program in the Department of Biology; consent of the student's Thesis Committee. (3)

BI696: Thesis (2)

BI697: Thesis (1)

Note: The following courses are offered through the Gulf Coast Research Laboratory, Ocean Springs, Mississippi. Credit is awarded by Southeast Missouri State University Department of Biology. See department chairperson for details.

BIOLOGY (Gulf Coast) (BI)**BI540/541: Marine Microbiology and Laboratory**

A general course designed to introduce the student to the role of microorganisms in the oceans and estuaries. Prerequisite: general microbiology, advanced microbiology, or consent of instructor. (5)

BI559/560: Coastal Ecology for Teachers

A course designed to provide teachers with a background in basic coastal ecology, thereby allowing the augmentation and infusion of interdisciplinary concepts involving the environment and conservation. (4)

BI571: Marine Science for Teachers

A course designed to introduce the students, particularly in-service teachers, to the study of marine science and to promote the teachings of marine biology at all grade levels. Prerequisite: Biology background or consent of instructor. (3)

BI573: Special Topics in Marine Science

The purpose of the course is to provide the opportunity for students to obtain credit for study in areas in which the laboratory offers no formal course. Special topic courses are not to be research oriented and grades are to be derived from testing, not report writing. Students must make application to take this course and attach a topic outline. (1)

BI574: Special Topics in Marine Science (2)

BI575: Special Topics in Marine Science (3)

BI576: Special Topics in Marine Science (4)

BI577: Special Topics in Marine Science (5)

BI578: Special Topics in Marine Science (6)

BI579/580: Applications of Biotechnology in Marine Biology (Lecture and Laboratory)

Introduction to basic biochemical and molecular techniques used to conduct research in the fields of systematics, fisheries science, aquaculture, and aquatic toxicology. Prerequisites: BI120, BI125, BI130, BI140, BI170, ZO200, CH185, CH186, CH187, CH341, CH342, CH343, CH344, CH531, CH532, CH533. (6)

BI593: Special Problems in Marine Science

Special problems are research oriented and grades are based on reports submitted by students. Students wishing to take a special problems course are required to submit a brief proposal of planned study. (1)

BI594: Special Problems in Marine Science (2)

BI595: Special Problems in Marine Science (3)

BI596: Special Problems in Marine Science (4)

BI597: Special Problems in Marine Science (5)

BI598: Special Problems in Marine Science (6)

BI671: Graduate Research

Numerous phases of marine science offered year round (i.e., biological electron microscopy, morphology, microbiology, taxonomy, biochemistry, fisheries biology, marine ecology, bioenergetics, and aquatic systems). (1)

BI672: Graduate Research (2)

BI673: Graduate Research (3)

BIOLOGICAL SCIENCE (BS)

BS618: Topics in Biology Education

Topics in biology education are addressed using a wide variety of activity-rich, inquiry-based approaches. While the course is a biology course, multiple instructional methods adaptable for K-12 science teaching and learning will be modeled. This course is intended to strengthen the biology content background of graduate students who have majors or certification endorsements in areas other than biology, while updating content for those with certification in biology. The specific content of the course will be flexible to accommodate the needs and interests of the students, but will center on major themes in

biology. Prerequisite: Graduate status; permission of the instructor. (3)

BIOTECHNOLOGY (BT)

BT650: Investigative Molecular Biology and Biotechnology

Gene cloning and analysis in an investigative environment. DNA isolation, sequence analysis, recombinant construction, hybridization, library screening, PCR. Prerequisites: BI381; CH341; CH342. One hour lecture; two 2-hour labs. (3)

BT658: Analytical Bioinformatics for Biology and Medicine

Analysis of large-scale molecular biology data. Databases and queries. Gene annotation. Sequence similarities and alignments. Protein structure/function prediction. Genomics, transcriptomics, proteomics. Prerequisite: BI381; or permission of instructor. (3)

BOTANY (BO)

BO501: Fundamental Concepts of Botany

Survey of the structure, function, and evolution of plants, plus relevant introduction to cyanobacteria, and photosynthetic protists. Does not count toward completion of a graduate degree. Prerequisite: Admission to Graduate Study in Department of Biology. Thirty semester hours of acceptable undergraduate credit in science and mathematics. Three hours lecture/discussion; one 2-hour lab. (3)

BO620: Ethnobotany

The history and traditional methods of plant use by ethnic groups and potential or current applications to modern human needs, such as pharmacy, nutrition, human habitat, clothing, and industry. Prerequisite: BI 154, or permission of instructor. (3)

BO645: Plant Physiology

Physiological processes and responses of plants to the environment with emphasis on metabolism, development and transport. Prerequisite: BI154 or AO 120/125. Two hours lecture; one 2-hour lab. (3)

BO661: Native Aquatic Plants

Classification, identification, and natural history of freshwater algae and aquatic vascular plants, with emphases on the local flora. Prerequisite: BI154. One hour lecture; two 2-hour labs. (3)

BO669: Field Botany

Study of plant communities in a variety of habitats, emphasizing the natural history and field identification of local species. Prerequisite: BI154; BO200 preferred. One 2-hour lecture/discussion per week during first 8-week period and two 4-hour labs per week during 2nd 8-week period. (3)

Note: The following courses are offered through the Gulf Coast Research Laboratory, Ocean Springs, Mississippi. Credit is awarded by Southeast Missouri State University Department of Biology. See department chairperson for details.

BOTANY (GULF COAST) (BO)**BO500/505: Marine Phycology and Laboratory**

A survey based upon local examples of the principal groups of marine algae and maritime flowering plants; treating structure, reproduction, distribution, identification, and ecology. Prerequisite: General botany or consent of instructor. (4)

BO561/562: Salt Marsh Plant Ecology and Laboratory

A study with emphasis on the botanical aspects of local marshes. Plant identification, composition, structure, distribution, and development of coastal marshes. Biological and physical interrelationships. Primary productivity and relation of marshes to estuaries and associated fauna. Prerequisite: General botany and ten hours of biology. (3)

BO563/564: Coastal Vegetation and Laboratory

A study of general specific aspects of coastal vegetation, with emphasis on local examples. (3)

BUSINESS ADMINISTRATION (BA)**BA521: Topics in Entrepreneurship**

This course focuses upon the critical issues and challenges encountered at different stages in the processes of new venture initiation and growing privately-held companies. (3)

BA531: Imagination

Creativity and Innovation. Investigation of imagination, creativity and innovation in the context of one's interpersonal, intrapersonal, social and organizational environment. (3)

BA551: Managing and Growing the New Venture

Investigation of fundamental business concepts in the context of successfully launching and managing a new venture. (3)

BA560: International Business Study Practicum

Provides a comprehensive theoretical overview of international business, along with an intensive overseas study tour of business and institutions. This course involves additional travel and accommodation expenses. Prerequisite: MK301 and MG301. (3)

BA561: Business Planning for New Ventures

Entrepreneurial analysis with a primary emphasis on strategic and business planning for a new venture. Applied course where students develop comprehensive business plans. Prerequisite: BA361 or equivalent. (3)

BA600: Managing and Leading Human Capital

Explores challenges in managing and leading employees in a dynamic environment. Covers multiple contexts and usage of leading human resource practices. Prerequisite: Admission to the MBA program. (3)

BA620: Quantitative and Qualitative Research Methods

The course provides an analysis of the types, sources, methods, philosophy of business research and completion of a research project.

Prerequisite: QM257 or equivalent and admission to MBA. (3)

BA630: Integrated Decision Information Systems

Use of information system technologies to support decision making. Topics include management information systems, decision support systems, and expert systems. Prerequisites: MI375 or equivalent; admission to the MBA program. (3)

BA640: Integrative Management

Utilizing applied projects, six organizational components—leadership, strategic planning, customer focus, information, human resources, processes—are analyzed as parts of an overall system. Prerequisite: Admission to the MBA program (3)

BA641: Entrepreneurship

This course emphasizes the entrepreneurship processes and methods for analyzing new venture start-up opportunities, and the marketing, managerial and financial activities needed for successful start-up, growth, and harvesting of entrepreneurial business ventures. (3)

BA650: Strategic Decision Making

Strategic business behavior especially in relation to the external environment of business. Interdisciplinary and integrative perspectives are emphasized using cases, projects and team teaching. Prerequisites: Admission to the MBA Program; successful completion of 12 hours in the MBA program. (3)

BA651: Strategic Marketing

The advanced analysis of marketing case problems utilizing marketing and related business concepts and strategy. Prerequisite: Admission to the MBA Program. (3)

BA656: Applied Human Resource Management

Study of applied human resource management in the field of equal employment law, diversity,

recruitment process, training and development, performance appraisals, and employee rights. Prerequisites: Accepted into a graduate program in the Harrison College of Business; MG301 with a minimum grade of 'C'; or consent from the MBA director. (3)

BA657: Applied Research Project

Designed to understand the process by which business leaders respond to business problems. Integrates research skills and professional business practices, and provides an opportunity to apply current research to a business problem. Prerequisites: successful completion of 18 hours in the MBA program; consent from the MBA director. (3)

BA658: Business Internship

A supervised field experience in business involving at least 150 supervised contract hours. Credit/no credit. Prerequisites: Successful completion of 18 hours in the MBA Program; consent from the MBA director. (3)

BA660: Strategic Cost Analysis and Financial Application

Interpretation and analysis of financial information, internal and external reporting, planning and control for decision-making, and analysis of the current manufacturing environment. Prerequisites: AC222 and FI361 with a minimum grade of 'C'; admission to the MBA. (3)

BA661: External Environment of Business

Study of the competitive, economic, legal, regulatory, political, technological, international and socio-cultural environments in which American businesses operate. Prerequisite: Admission to MBA program. (3)

BA662: Contemporary Issues in Business

Intended to introduce students in current research on contemporary business issues and questions. Students will be expected to read, understand, and critically evaluate research and analysis on contemporary issues and demonstrate an understanding of how research

and analysis affect proposed solutions or responses to these issues or questions. Prerequisite: Admission to MBA program. (3)

BA663. International Business Strategies

Comprehensive theoretical and practical discussion of international business strategies with specific emphasis on current case analysis. Prerequisite: Admission to the MBA program or consent of MBA Director. (3)

BA664: Organizational Leadership

An investigation of organizational leadership styles and the types of behavior necessary to implement these styles. Prerequisite: Admission to MBA. (3)

BA665: Financial Institutions, Credit Markets, and Regulatory Policy

The course examines the role of financial intermediation in business and society. In addition to the management of financial institutions, the course will focus on the impact of global economic forces and technological change on the financial services industry. Prerequisite: Admission to MBA. (3)

BA667: Liability Risks in Products and Services

This course examines liability laws and how those laws impact American businesses in the production of goods and services. Prerequisite: Admission to the MBA program. (3)

BA668: The Financial Environment

The course will cover the two dominant points of view that comprise the financial environment. Managers "inside the firm looking out" to the investment community raise capital, acquire assets and then deploy company assets in a manner that they believe maximizes the market value of the firm for a given risk level. In contrast, the investment community "on the outside looking in" is the final arbiter of whether or not managerial decision making is consistent with the wealth maximization of stockholders and creditors. The investment community is comprised of individuals, mutual funds, public and private pension funds,

insurance companies, credit unions, university endowments, etc. Prerequisite: Admission into the MBA Program. (3)

BA671: Business Topics Seminar

Special business topics typically unavailable in the graduate business curriculum. May be taken only once. Prerequisite: Admission into the MBA Program. (1-3)

BA678: Operations Management

A problem solving and decision-making approach to Operations Management in a case setting. Emphasis is placed on developing the student's ability to apply quantitative techniques presented in the course to real-life problems. Prerequisite: Admission to MBA program. (3)

BA680: Management of Health Systems

Strategy and Quality. An introduction to comparative health systems, impact on strategy and quality. Prerequisite: Admission to the MBA program or approval of MBA Director. (3)

BA681: Health Administration Policy

An introduction to policies impacting health administration. Prerequisite: Admission to the MBA program or approval of MBA Director. (3)

BA682: Health Care Budgeting and Reimbursement

This course is an introduction to health care budgeting and reimbursement and the impact of resource allocation on health care delivery. Prerequisite: Admission to the MBA program or approval of MBA Director. (3)

BUSINESS LAW (BL)

BL563 (Cross-listed with AC563): Legal and Ethical Issues in Accounting

A study of legal issues confronting business decision-makers, including negotiable instruments, debtor-creditor relationships, securities regulation & business organizations.

Prerequisite: BL255 or its equivalent with minimum grade of 'C' or consent of instructor. (3)

CHEMISTRY (CH)

CH511: Fundamentals of Physical Chemistry A A one-semester survey of the basic concepts of physical chemistry and their applications to understanding chemical and physical phenomena. M.N.S. refresher course. Three lecture plus four lab hours. Fall only. Prerequisite. graduate student status. (2)

CH531: Biochemistry I

Structure and function of amino acids, proteins, and carbohydrates. Generation and storage of metabolic energy. Three lecture hours. Fall only. Prerequisites: CH540 or consent of instructor. (3)

CH532: Biochemistry II

Metabolism and biosynthesis of lipids, amino acids, and nucleic acids. Transmission and expression of genetic information. Two lecture hours. Spring only. Prerequisite: CH531. (2)

CH533: Biochemistry Laboratory

Laboratory course dealing with selected biochemical techniques. Major areas of study include amino acids, proteins, carbohydrates, lipids, and nucleic acids. Four lab hours. Spring only. Prerequisite or Corequisite. CH531. (2)

CH540. Fundamentals of Organic Chemistry

Organic chemistry refresher course for M.N.S. Four lecture plus two lab hours. Prerequisite; graduate student status. (2)

CH545: Organic Preparations and Characterization

Preparation and characterization of organic compounds, including formulation of an organic reaction sequence, developing experimental procedures, and characterizing intermediates and products. One lecture and four lab hours.

Prerequisites: CH607; CH540; or consent of instructor. (3)

CH563: Inorganic Chemistry

A course dealing with theoretical and descriptive inorganic and organic metallic chemistry. The course also includes an introduction to inorganic synthesis and characterization. Three lecture and two lab hours. Spring only. Prerequisite: CH511; or consent of instructor. (4)

CH565: Inorganic Preparations

Acquaints students with techniques of inorganic synthesis. Four lab hours. Prerequisite: CH563. (2)

CH571: Fundamentals of Quantitative Analysis

Theory and techniques of analytical chemistry. Refresher course for M.N.S. Two lecture and four lab hours. Fall only. Prerequisite: graduate student status. (2)

CH572: Environmental Estuarine Chemistry

Offered summer only at the Gulf Coast Research Laboratory in Ocean Springs, Mississippi. Department advisors have additional details. (4)

CH575: Chemical Instrumentation

The theory and practice of modern instrumental methods of chemical analysis; molecular and atomic spectroscopy, electrochemical techniques, and separation science. Two lecture and four lab hours. Spring only. Prerequisite: CH511 or consent of instructor. (4)

CH607: Introduction to Research and Chemical Literature

Intensive study of the sources of chemical literature and their indexes. The students do a literature search on a problem suitable for a research project and thesis. This problem will be selected and developed through an extensive literature survey. Spring only. Prerequisite: CH511. (3)

CH608: Seminar

Students will attend oral presentations on chemical research by graduate chemistry students and professionals. (0)

CH609: Seminar

Oral presentations on topics of chemical research will be given by graduate chemistry students. Prerequisite: CH607. (1)

CH611: Topics in Physical Chemistry

In depth study of selected topics in physical chemistry. Prerequisite: Approval by instructor and department. (3)

CH618: Topics in Chemistry Education

A review of the basic content of chemistry coupled with pedagogical models appropriate for teaching in the elementary or secondary classroom. This course is not intended for students with an undergraduate or graduate chemistry major. (3)

CH620: Forensic Chemistry

Applications of the principles, methods, and instrumentation of chemistry to forensic problems. Covers topics most commonly applicable to the everyday functions of a crime laboratory professional. Three lectures and two hour lab. Pre- or Corequisites: CH620; CH540; CH571; or appropriate undergraduate preparation as evidenced by performance on organic chemistry and quantitative analysis placement examinations. (4)

CH641: Topics in Organic and Biological Chemistry

In depth study and selected topics in organic and biological chemistry. Prerequisite: Approval by instructor and department. (3)

CH647: Advanced One and Two-Dimensional Nuclear Magnetic Resonance (NMR) Techniques

Advanced Nuclear Magnetic Resonance (NMR) techniques applied to structure determination. This course will provide theoretical and hands-on training of various 1D and 2D NMR

techniques. Two hours of lecture and two hours of laboratory per week. Prerequisites: CH540 or consent of instructor. (3)

CH652 (Cross-listed as EV650): Environmental Chemistry

A study of the sources, reactions, transport, and fate of chemical entities in the air, water, and soil environments. Prerequisites: CH540 or consent of the instructor. Two lecture hours and two lab hours. (3)

CH663: Topics in Inorganic Chemistry

In depth study of selected topics in inorganic chemistry. Prerequisite: Approval by instructor and department. (3)

CH675: Topics in Analytical Chemistry

In depth study and selected topics in analytical chemistry. Prerequisite: Approval by instructor and department. (3)

CH676: Internship in Chemistry

A supervised learning and work experience, approved by the Chemistry Department Graduate Committee and supervised by the student's graduate advisor which contributes to the student's program of study and career objectives. Prerequisite: Departmental approval. (1)

CH677: Internship in Chemistry (2)**CH678: Internship in Chemistry (3)****CH688: Problems in Chemistry**

Directed study in specific topics in chemistry, chemical education, or chemical instrumentation. Prerequisite: Departmental approval. (1)

CH689: Problems in Chemistry (2)**CH691: Research**

An in depth investigation of a scientific problem in an approved area that will result in a thesis or a comprehensive scholarly paper upon the completion of the research project. Prerequisite: CH607. Introduction to Research and Literature. (1)

CH692: Research (2)

CH693: Research (3)

CH694: Research (4)

CH695: Research (5)

CHILD AND FAMILY (CF)

CF501: Preschool Child Practicum

Practical experience in guidance and care of the child from 2 to 4 years of age. One lecture; two two-hour laboratories. Prerequisite: CF120 or consent of the instructor. (3)

CF506: Theories and Issues in Child Development

This course examines the theoretical constructs of child development and comparative educational and interactional implications. Prerequisite: CF200; or consent of instructor. (3)

CF509: Child Life Services in Medical Settings

Analysis of the reactions of children to hospitalization. Discussion of clinical skills related to developmental and psychosocial care of hospitalized children. Prerequisite: CF120 or consent of instructor. (3)

CF512: Family and Community Resource

Resource identification, assessment, organization and referral techniques appropriate for professionals working with all ages and all families. (3)

CF518: Gerontology Practicum II

An advanced supervised field experience which focuses upon the administration, staff, schedule, and operation of programs for the elderly. (3)

CF520: Family Assessment

Overview of strategies and tools necessary for assessment of the family system. Administration and evaluation of the assessment process. Prerequisites: CF102; CF209; CF402; CF430; or consent of instructor. (3)

CF530: Research and Issues in Child Development

Overview of the issues, methodology and conclusions of classical and contemporary research as it relates to children's development. Research will be applied to parenting and to the classroom. (3)

CF531: Basic Principles of Applied Behavior Analysis

Basic principles, procedures, and ethical considerations from the science of Applied Behavior Analysis. Includes history, technical terms, definitions and procedures to teach new behaviors and modify existing behaviors. Prerequisite: 60 credit hours; admission to the ABA certificate program; or the consent of the instructor and program director. (3)

CF532: Behavioral Assessment and Data Analysis

Measuring various dimensions of behaviors, functional relationships between independent and their dependent variables within applied settings; designing, conducting, and evaluating single subject research; developing assessment strategies and data sheets. Prerequisite: CF531 or consent of the instructor and program director. (3)

CF533: Strategies for Behavioral Intervention and Change

Empirically-validated behavior interventions and applied behavior analytic techniques within the context of a variety of applied settings, with considerations of ethics in for their selection and use. Prerequisites: CF531; CF532; or consent of the instructor and program director. (3)

CF534: Supervised Field Experience I

Supervised independent field-work in settings that apply basic principles of Applied Behavior Analysis under supervision of a board certified ABA analyst. Prerequisite: Admission to the ABA certification program; completion of 6 hours of required courses in the ABA certification program with a grade point average of 3.0 in

the required courses of the ABA program; consent of the instructor, and compliance with the university and the practicum sites' requirements regarding criminal background check. (3)

CF535: Supervised Field Experience II

Advanced supervised independent field-work in Applied Behavior Analysis under supervision of a board certified ABA analyst. Prerequisites: Admission to the ABA certification program; completion of 6 hours of required courses in the ABA certification program with a grade point average of 3.0 in the required courses and CF534; or consent of the instructor; successful completion of the HH 5X4, the Supervised Field Experience (I); and compliance with the university and the practicum sites' requirements regarding criminal background check. (3)

CF560: Practicum in Child Life Services

An advanced supervised field experience with hospitalized children in selected health care settings and child life services programs. Prerequisites: Student must have completed 15 hours of required courses for the Child Life Services minor including CF109/110, GC210, RC260 and CF409 with a g.p.a. of 2.5 in required courses, unless waived by the faculty and department chairperson. (6)

CF565: Family Service Internship

Capstone professional internship in a human service agency, program or organization. Criminal background check required. Prerequisites: CF207; CF340; CF405; CF520 with grades of 'C' or better; or consent of the instructor. (6)

CF604: Administration and Supervision in Early Childhood Programs

Developing, administering and evaluating early childhood programs including philosophy, curriculum, regulations and other legal considerations, physical facilities, funding, financial concerns, staffing and staff

development, enrollment, parents and community relations, and publicity. (3)

CF630: Advanced Family Systems

Advanced family studies based upon the Family Systems Theory. Thorough examination of the familial subsystems and intervention approaches. (3)

COMMUNICATION DISORDERS (CD)

CD510: Multicultural Issues in Communication Disorders

Introduction to the complex relationships existing between language, society, and communication disorders. A difference versus disorders approach will be utilized in considering communicative issues. Assessment and intervention approaches will also be discussed. Prerequisites: CD 211; CD 225; CD 340. (3)

CD525: Audiological Rehabilitation

Management of hearing impairment and auditory-based learning disabilities in children and adults including psychosocial, technological, educational, and cultural aspects. Pre- or corequisite: CD 426. (3)

CD541: Fluency Disorders

Etiologies, comprehensive assessment and treatment of a variety of fluency disorders, primarily identified by stuttering behaviors in children and adults. Prerequisites: CD 211; CD 225; CD 340. (3)

CD603: Advanced Communication Disorders Clinical Practicum

Combined lecture and supervised clinical experience in assessment and treatment of children and adults with communication disorders. Includes the application of formal and informal assessment protocols, and implementation of generic and esoteric treatment programs. A minimum of 60 clinical clock hours must be obtained for the course. May be repeated for credit. Prerequisite: CD411 or equivalent undergraduate course. (3)

CD612: Instrumental Analysis of Speech

Advanced study of the biological, acoustic, psychological, and developmental aspects of speech production and perception through instrumental analysis. Two hours of lecture and two hours of laboratory per week. Prerequisite: Regular graduate standing or consent of instructor. (3)

CD620: Developmental Articulatory & Phonological Disorders

A study of developmental speech sound disorders in children. Models and methods for assessment and differentiation between various types of speech sound disorders, including articulation and phonological disorders and apraxia and dysarthria. Prerequisite: Regular graduate standing or consent of instructor. (3)

CD625: Research Methodology in Communication Disorders

Introduction to research Introduction to research methodologies in communication sciences and disorders, including prospectus development, data collection, analysis, and professional research writing and editing. (3)

CD 626: Counseling Individuals with Communications Disorders and Their Caregivers

Study of counseling for individuals with communication disorders and their caregivers. Counseling systems and techniques for specific communication disorders are emphasized. (3)

CD630: Language and Cognitive Disorders in Adults

The study of linguistic and non-linguistic deficits associated with acquired language disorders in adults, with focus on aphasia, closed- and open-head injuries, and dementias. Methods and strategies for the diagnosis, prognosis, and treatment are emphasized. Prerequisite: Regular graduate standing or consent of instructor. (3)

CD634: Language and Cognitive Disorders in Infants and Preschool Children

A study of receptive and expressive language and cognitive development/disorders in infants and preschool children. The needs of this population in terms of service coordination, assessment, planning and implementing prevention and intervention are addressed using a family-centered approach. Prerequisite: Regular graduate standing or consent of instructor. (2)

CD635: Language, Cognitive and Social Communication Disorders in School-Aged Children

A study of the receptive and expressive language, cognitive and social behaviors of children and adolescents with language disorders. Methods for assessing, preventing and treating language, cognitive and social skills will be addressed. Prerequisite: Regular graduate standing or consent of instructor. (3)

CD641: Voice Disorders

Study of normal structures and functions of voice and various vocal disorders that result from deviations of structure or function. Differentiating organic from psychogenic disorders. Study of and experience with instrumentation and techniques for the assessment and management of vocal disorders. Prerequisite: Graduate standing. (3)

CD643: Augmentative/Alternative Communication Systems

Diagnostic and therapeutic implications for the individuals who require augmentative/alternative systems and related assistive technologies to function adequately in their environments. Prerequisite: Regular graduate standing or consent of instructor. (2)

CD651: Neurogenic Speech Disorders

A study of speech disorders resulting from progressive and non-progressive neurological lesions of the central and peripheral nervous systems. Emphasis is placed on etiology and neuropathology of different dysarthric

syndromes, as well as on corresponding diagnostic and management options. Prerequisites: Regular graduate standing or consent of instructor. (2)

CD652: Swallowing Disorders

Pediatric and geriatric swallowing disorders resulting from structural and neurological lesions of the central and peripheral nervous systems. Emphasis is placed on etiology and characteristics of different dysarthric symptoms, as well as on diagnostic methods and management of specific symptoms. Prerequisites: Regular graduate standing or consent of instructor. (2)

CD656: Craniofacial Anomalies and Resonance Disorders

Study of embryologic, anatomic, and physiologic bases of orofacial anomalies and cleft palate; team approach to assessment and rehabilitation; emphasis on genetics, reconstructive surgery, prosthodontics, orthodontics, laryngology, and speech-language pathology. Prerequisite: Regular graduate standing or consent of instructor. (2)

CD661: Independent Study in Speech Pathology. (1)

CD662: Independent Study in Speech Pathology (2)

CD663: Independent Study in Speech Pathology (3)

CD666: Supervised clinical practicum in a medical/clinical setting distinctly different from the University Speech and Hearing Clinic. A minimum of two externships is required for certification. May be repeated for credit. (2)

CD667: Supervised clinical practicum in an adult setting distinctly different from the University Speech and Hearing Clinic. A minimum of two externships is required for certification. May be repeated for credit. (3)

CD669: Externship in Communication Disorders

Supervised clinical practicum in either a pediatric or adult setting distinctly different from the University Speech and Hearing Clinic. A minimum of two externships is required for certification. May be repeated for credit. Prerequisites: A minimum graduate GPA of 3.0; completion of a minimum of 100 clinical clock hours obtained at the graduate level, including diagnostic hours in speech, language and hearing; completion of or concurrent enrollment in CD 630, CD 651 and CD 652 for adult sites; completion of CD 620; CD 634 and CD 635 for pediatric sites; permission of instructor for all sites. (3)

CD676: Supervised clinical practicum in an educational setting distinctly different from the University Speech and Hearing Clinic. A minimum of two externships is required for certification. May be repeated for credit. (2)

CD677: Supervised clinical practicum in a pediatric setting distinctly different from the University Speech and Hearing Clinic. A minimum of two externships is required for certification. May be repeated for credit. (3)

CD681: Research in Communication Disorders

Individual research problems in speech pathology or audiology. Prerequisite: Consent of instructor. (1)

CD683: Research in Communication Disorders (3)

CD694: Thesis

A written report based upon the investigation of some subject or the completion of a creative project. See Thesis Plan for additional information. (3)

CD695: Thesis

Second semester. (3)

CD697: Thesis

Second semester. (1)

COMPUTER AND MULTIMEDIA GRAPHICS (GM)

GM525: Virtuality in Gaming

Modeling techniques using sub-division, non-uniform rational b-splines, polygons and displacement mapping for creation of immersive virtual spaces for gaming engines and environments. (3)

GM580: Motion Capture Technology

Motion capture and key frame technology for developing applications including gaming. Other topics include software workflow, forward and inverse kinematic rigging, advanced blend shapes, skinning and modeling surface deformations. (3)

GM585: Computer Special Effects

Examine the techniques involved in developing computer generated special effects based on simulating physical concepts. (3)

GM680: Stereoscopic Imaging

Explore technical issues involved with developing stereoscopic pipeline for applications using automated high dynamic range lighting, parallax effects, stereoscopic 3D, MEL scripting, ray tracing, sub surface scattering, Mental Ray and 3D compositing. (3)

CONSTRUCTION MANAGEMENT (CM)

CM510: Building Information Modeling

Concepts of Building Information Modeling (BIM) including creating computer model of buildings for scheduling, sequencing, cost estimating, management, and simulation of construction projects. (3)

COUNSELING PROGRAM (CP)

CP531: Treating Sexual Offenders

Treatment components specific to sex offender therapy are emphasized. Differences between treating sex offenders and other clients will be addressed. (3)

CP535: Eating Disorders Counseling

This course provides an overview of the etiology, diagnosis and treatment of eating disorders, including anorexia nervosa, bulimia, and binge eating disorder. Treatment is considered from a team-based approach to include psychological, cognitive, and physiological processes. Obesity and its relationship with eating disorders will also be addressed. (3)

CP537: Multicultural Experience in Counseling and Education

This course provides an opportunity of experiencing the importance of different lifestyles and socio-cultural aspects in the counseling process, during an educational trip to the host institution in a foreign country (e.g. Fortaleza, Ceara, Brazil). Once this experience is processed through the levels of phenomenology, the student should be able to advocate for the client and his or her counseling needs from a culturally sensitive point of view. Attention is given to the experiential component by being in the host culture (e.g. Fortaleza, Brazil), processing the meaning of the experience and giving a theoretical framework to the meaning making. Prerequisite(s): Consent of instructor. Graduate students are required to register for this class in order to earn the 3-credits. Faculty and scholars can earn CEU's by participating in the course. This opportunity welcomes graduate students in counseling and related fields, faculty and scholars in cultural education. (3)

CP610: Counseling Orientation and Ethics

Professional orientation, personal characteristics, responsibilities, legal and ethical issues relating to professional counseling will be explored. (3)

CP611: Developmental Theories

Knowledge and understanding of different developmental levels, human behavior, personality and learning theory. (3)

CP612: Counseling Theories

An exploration of a variety of counseling theories to provide a foundation for practice for professional counselors. (3)

CP613: Social and Cultural Counseling

Study of social changes and trends in stereotyping, societal subgroups, and different lifestyles and how this is incorporated in counseling. (3)

CP614: Counseling Skills

Knowledge and application of counseling techniques and helping skills with an emphasis on experiential learning and preparation for practicum. (3)

CP615: Career Counseling

Knowledge and application of career development theories, decision-making models, career planning, career education, sources of educational and occupational information. (3)

CP616: Group Counseling

Knowledge and application of group counseling theory skills and techniques. Course includes a personal small group experience. (3)

CP617: Assessment in Counseling

Application of psychometric assessment techniques to increase understanding of the student/client and develop an individualized plan of assistance. (3)

CP630: Foundations of School Counseling

Knowledge and application of school counseling theory, the comprehensive guidance model and issues of school counseling. (3)

CP631: Crisis Intervention and Consultation

Knowledge and application of consultation theory and knowledge and application of crisis intervention in school and community settings. (3)

CP640: Foundations of Mental Health Counseling

An overview of the role and scope of the mental health counselor, the community counseling agencies, and the counseling service programs. (3)

CP641: Mental Health Systems

An overview of the principles of mental health systems and practice in clinical mental health settings, including: prevention, intervention and service delivery. (3)

CP643: Psychodiagnostics and Treatment

Knowledge and application of Psychodiagnostics and using the DSM and ICD and subsequent treatment plan development, including an introduction to Psychopharmacology. (3)

CP645: Marriage and Family Counseling

Overview of the historical development and principal conceptualizations of marital and family counseling. (3)

CP651: Professional Issues in Counseling

Directed study of special topics, issues and trends in counseling through seminars, forums, etc. (1-3)

CP652: Counseling Children and Adolescents

Focus will be given to the definition, history and basic assumptions of play therapy. (3)

CP661: Addictions Counseling

Designed to review the current developments in the field of addictions and the evaluation of treatment methods within addiction practice. (3)

CP664: Religion & Spirituality in Counseling

Didactic and online instruction of religious/spiritual issues in counseling, developmental models and clinical intervention relevant to religion, spirituality and counseling. (3)

CP680: Counseling Practicum

Supervised practical experience which emphasizes the application of knowledge gained with clients, schools and agencies. (3)

CP682: Internship-Elementary

Field based counseling internships designed to give the student practical learning in chosen school counseling environment. (3)

CP683: Internship-Secondary

Field based counseling internships designed to give the student practical learning in chosen school counseling environment. (3)

CP684: Internship-School

Field based counseling internships designed to give the student practical learning in chosen school counseling environment. (3)

CP685: Internship – Career

Field based counseling internships designed to give the student practical learning in chosen career counseling environment. (3)

CP686: Internship-Mental Health

Field based counseling internships designed to give the student practical learning in chosen Mental Health counseling environment. (3)

CP687: Internship-Mental Health

Field based counseling internships designed to give the student practical learning in chosen Mental Health counseling environment. (3)

CP688: Internship-Mental Health

Field based counseling internships designed to give the student practical learning in chosen Mental Health counseling environment. (3)

CP695: Independent Study in Counseling

Designed to meet specific needs of students who may wish to pursue additional study of selected topics. (1-3)

CP696: Thesis

A written report based upon investigation of some subject or the completion of a creative

project. See Thesis Plan for additional information. (variable credit hours)

CP699: Portfolio Oral Defense

Capstone experience for all Master's level students completing the portfolio requirement. Prerequisite: Taken during the last semester before graduation. All curriculum requirements must be met prior to registering for this course. Credit/No credit. (0)

CP733: Advanced Educational Processes

Required course for the Education Specialist in Counseling Education and School Psychological Examiner Certification in the elementary, middle, and secondary schools. Designed to enhance teaching practices to facilitate learning for a diverse student population. Promotes an understanding of student characteristics and methods of assessing and evaluating variability of students and their performance. Legal and ethical issues and the effect of cultural differences are addressed. (3)

CP735: Intelligence Testing

Provides the student with the training needed, under direct supervision, to administer and score individual intelligence tests. (3)

CP-739: Testing Practicum

Practice in an educational or clinical setting with an emphasis on the utilization of tests. (3)

CP 771: Counselor Supervision

Students will become familiar with models of counseling supervision; provide individual and group supervision for Master's level practicum/internship students; and be acquainted with the research in counselor training and supervision. Individual and group supervision is provided. Video- recording of individual and dyadic supervision sessions with practicum/internship students is required. (3)

CP788: Advanced Internship

Advanced Internship in a Counseling setting consists of a minimum of 200 clock hours per 3

credit hours in an appropriate counseling setting under appropriate supervision. (3-6)

CRIMINAL JUSTICE (CJ)

CJ510: Comparative Criminal Justice Systems

Study of the criminal justice systems of four major countries, including Great Britain, Japan and Sweden. Each country's differing philosophical and practical approaches to criminal justice are analyzed and compared. (3)

CJ525: Crime and Criminal Justice Public Policy

Research overview and examination of major issues in criminal justice and the policy-making process at federal and state level. Prerequisite: introductory course in criminal justice or consent of instructor; preferred background in criminal justice or social sciences. (3)

CJ600: The Criminal Justice System

Exploration of the origins and significance of key ideas influencing the rise and development of the criminal justice system. Selected issues in law enforcement, courts and corrections are examined in relationship to current criminal justice policies and practices. (3)

CJ601: Research Methodology in Criminal Justice

Study of the design and execution of criminal justice research; critical examination of current research in criminal justice. (3)

CJ610: Seminar in Law Enforcement

An analysis of contemporary issues in law enforcement as they are translated into agency policy, programs, services, and relationships with public and private agencies, institutions and the community. (3)

CJ615: Criminal Justice Theory

Overview of research on the correlates and causes of criminal behavior. Focus on the significance of current knowledge for crime and control prevention. (3)

CJ619: Restorative Justice

Exploration of the principles and theory of restorative justice and its application as a response to criminal conduct. (3)

CJ625: Adult Correctional Organization and Administration

Study of adult correctional institutional organization and administration in the United States. Four levels of organization and administration are explored in detail. federal, state, county and private institutions. (3)

CJ626: Statistical Analysis in Criminal Justice

The use of statistical methods and computer applications for research and program analysis in criminal justice. (3)

CJ630: Contemporary Juvenile Justice

Exploration of contemporary issues in juvenile justice, including relationships among the various components of the juvenile justice system. Survey of current research literature in the field, and analysis of current philosophy, policy, law and practice in juvenile justice. (3)

CJ635: Civil Law and Liability

Study of the civil justice system, theories of civil liability and methods for managing civil liability in the law enforcement and corrections context. (3)

CJ640: Ethical Issues in Criminal Justice

An exploration of the ethical issues that confront criminal justice professionals. Ethical issues include professional conducting in policing, corrections, and courts. (3)

CJ650: Seminar in Criminal Justice Leadership and Practice

CJ691: Independent Study in Criminal Justice

Independent work in a specialized area not covered by course offerings. Prerequisite: Consent of the instructor. (1)

CJ692: Independent Study in Criminal Justice

Independent work in a specialized area not covered by course offerings. Prerequisite: Consent of the instructor. (2)

CJ693: Independent Study in Criminal Justice

Independent work in a specialized area not covered by course offerings. Prerequisite: Consent of the instructor. (3)

CJ694: Thesis (3)

CJ695: Thesis

Second Semester. (3)

CJ698: Master's Final Comprehensive Examination

A four-hour examination over the degree program, required of all students who select the internship option. (0)

CJ699: Criminal Justice Internship

Provides graduate students with a practical learning experience in a criminal justice agency. Students will gain experience in the operation and management of a criminal justice agency. For those presently employed in a criminal justice agency, internships must involve another agency or employment situation. (6)

CYBERSECURITY (CY)

CY610: Web Application Security (3)

CY620: Computer Forensics

Tools for computer forensics for hardware, software and networking. Ability to use debuggers to understand security issues. Strategies to recreate attack scenarios, evidence collection and analysis of data from different storage locations. Creation of observation strategies for a networked computing infrastructure to adapt to threats to the system. Implement an incidence response system. (3)

DANCE (DA)

DA630: Integrating Dance in the Classroom

Utilizing creative and folk dance to enhance the elementary curriculum. (3)

EARLY CHILDHOOD EDUCATION (CE)

CE530: Foundations of Early Childhood Special Education

This course provides in-depth study and examination of recent research findings affecting the education and development of young children with special needs. (3)

CE601: Educational Assessment Techniques

Develops skills in selection, administration, scoring, and interpretation of assessment methods used in education. Appraisal process is reviewed and report writing is emphasized. (3)

CE605: Issues and Trends in Early Childhood Education

This course provides in-depth study and recent findings in the trends and issues affecting the education and development of young children, including those with disabilities. (3)

CE614: Family/School Partnerships in Early Childhood

Analysis of current programs and practices in establishing family/school partnerships to support educational decision making and child learning. (3)

CE634: Assessing Young Children's Learning and Development

Studies informal observation-based assessment practices and their uses in planning and instruction with diverse young learners, including those with exceptional needs (3)

ECONOMICS (EC)

EC525: Public Policy Economics

Economic analysis of the functions of government in a market economy. Prerequisites: EC215; EC225. (3)

EC561: Managerial Economics

Application of microeconomic theory to the practical problems faced by decision makers in

business environment. Prerequisites: EC215; MA134. (3)

EC580: International Economics

Development and maintenance of trade between nations; trade policies, exchange rate determination, financial activities involved. (3)

EDUCATION (ED)

ED615: Tests and Measurements for the Classroom Teacher

A study of standardized tests and teacher-made tests as to purpose, construction, administration, and interpretation. (3)

ED667: Language and Literacy Learning in a Multicultural Classroom

An in-depth study of the influences of diverse cultures on the language and literacy learning in an elementary classroom. (3)

ED694: Thesis

Written report based upon the investigation of some subject or completion of a creative project. See Thesis Plan for additional information. (3)

ED695: Thesis

Second semester. (3)

ED696: Thesis

Second semester. (2)

ED697: Thesis

Second semester. (1)

See Childhood Education, Educational Foundations, Educational Media, Elementary Education, Exceptional Child Education, Industrial Education, Science Teaching, and Secondary Education for additional course listings.

EDUCATIONAL ADMINISTRATION (EA)

EA620: Foundations of Higher Education I

An overview of higher education. Exploration of the historical development of higher education; the philosophical aspects; current functions, issues and participants; and considerations related to the future status of higher education institutions. (3)

EA621: Finance and Assessment in Higher Education

An examination of financial and assessment components of higher education. Prerequisite: EA620 or consent of instructor. (3)

EA622: Foundations in Higher Education II: Leadership

A study of leadership, planning, public policy, and organizational change as it applies to effective administration in higher education. (3)

EA623: Principles and Practices in Higher Education

An introduction to theory and scholarship on the structure of colleges and universities, their administration, and organizational behavior. Topics include organizational theory, governance, re-structuring, and management. (3)

EA624: Theories of Collegiate Student Development

A study and application of developmental theory as it relates to the higher education student, the higher education environment, and the interaction between student and environment. Prerequisite: Admission to the program or consent of instructor. (3)

EA625: Foundations of Educational Administration

Introductory course for those preparing to enter one of the various jobs in school administration, especially a principalship or superintendency. Prerequisites: graduate standing; valid teaching certificate; or consent of instructor; knowledge of technology including navigating a web page, internet skills, use of conferencing board, online and research skills. (3)

EA626: Introduction to Student Personnel

Provides a comprehensive introduction to the field of student personnel and its role within American higher education. A related goal is to help students develop a broad foundation for subsequent study, practice, and research strategies may be added. (3)

EA628: Teaching in Higher Education

This course provides an overview of the major issues in higher education and methods of instruction in college teaching through the use of experiential learning, lecture, collaborative activities, readings, and discussion. The intent for this course is to provide practical knowledge of designing instruction and to develop skills that will enhance college teaching. (3)

EA629: Internship in Higher Education

The intent of this course is to integrate professional practice, theory, and ethical standards within a supervised higher education administration setting. (3-6)

EA630: Elementary School Administration

This course provides students with knowledge and skills required for the position of elementary principal. Prerequisite: EA625; or consent of instructor. (3)

EA634: School Supervision

Provides the knowledge and skills necessary for personnel supervision in schools. Uses adult growth and development as the context for supervisory behavior appropriate to any supervisor-supervisee relationship. Prerequisite: graduate standing. (3)

EA635: Secondary School Administration

The course provides students with knowledge and skills required for the position of a secondary school principal. Prerequisite: EA625; or consent of the instructor. (3)

EA638: Women in Higher Education

This course is designed to introduce students to the issues that are central to women students,

faculty, and staff in higher education. Students will also become familiar with feminist theory and scholarship, as it relates to women in higher education. (3)

EA639: Ethics in Higher Education

Introduces students to the multiple frameworks that inform ethical and moral decisions in the classroom and administration of higher education. Students will learn to recognize these frameworks and use them to resolve ethical dilemmas that they may encounter as professionals. Prerequisite: graduate standing. (3)

EA646: Internship in Elementary School Administration

The course provides students with experiences on administrative and supervisory duties of the elementary school principal and complies with the Missouri certification standards. Credit/no credit. Prerequisite: program admission. (3)

EA647: Internship in Secondary School Administration

Provides students with experiences on administrative and supervisory duties of the secondary school principal and complies with the Missouri certification standards. Credit/no credit. Prerequisite: program admission. (3)

EA651: School Law

The course provides school administrators and persons seeking certification in school administration with in-depth study of Missouri and federal laws regulating the operation of public schools and a survey of the state and federal court decisions that affect the operation of public schools. Prerequisite: Satisfactory completion of graduate-level course in elementary or secondary administration (or equivalent); or consent of the instructor. (3)

EA655: School Business/Facilities Management/Public Relations

The course is designed to prepare the aspiring and practicing school administrator for the responsibilities at the building level in financial

management, facilities management, and public relations. Prerequisite: Admittance to the graduate program. (3)

EA656: Internship II in Elementary School Administration

The second course of a two-course sequence which provides candidates with experiences regarding administrative and supervisory duties of the elementary school principal and complies with the Missouri certification standards. (3)

EA657: Internship II in Secondary School Administration

The second course of a two-course sequence which provides candidates with experiences regarding administrative and supervisory duties of the secondary school principal and complies with the Missouri certification standards.

EA660: Administration and Supervision of Special Education

Designed for persons seeking special education administration certification and for administrators responsible for supervising directors of special education. Prerequisite: graduate standing. (3)

EA682: Educational Administration: Variable Topics I

Incorporates and explores efforts initiated by private, state, and federal educationally related entities and agencies, professional leadership organizations, professional leadership academies and grant activities designed for school improvement Prerequisite: teaching certificate; admitted to the Masters in School Administration Program. (1-3)

EA688: ISLLC Problems-Principalship

Practical application of knowledge, competencies and management skills that research has identified as crucial to effective school administration. Credit/no credit. Prerequisites: Completion of administration core courses; admission to graduate studies; major in school administration; consent of instructor. (1)

EA694: Thesis

A written report based upon investigation of some subject or the completion of a creative project. See Thesis Plan for additional information. (3)

EA695: Thesis

Second semester. (3)

EA696: Thesis

Second semester. (2)

EA697: Thesis

Second semester. (1)

EA698: Independent Study in School Administration

Designed to permit the graduate student to pursue independent study in a topic of interest relating to Educational Leadership. It is expected that the student will secure approval of his/her major advisor and will be assigned a professor who will work closely with the student in structuring and directing the study. (1)

EA699: Independent Study in School Administration

This course is designed to permit the graduate student to pursue independent study in a topic of interest relating to Educational Leadership. It is expected that the student will secure approval of his/her major advisor and will be assigned a professor who will work closely with the student in structuring and directing the study. (2)

EA707: Personnel Management in Education

Provides school administrators with knowledge and skills on the purposes, processes, planning procedures, and policy making in administering the personnel program. Prerequisites: EA625; EA630 or EA635; or consent of the instructor. (3)

EA708: Fundamentals of Collective Bargaining

Designed to acquaint potential school administrators with some of the basic fundamentals of collective bargaining, investigate case studies, examine the literature, and preparation for collective bargaining if the

need should exist. It is an introduction to bargaining and will include a study of the glossary of terms used in labor relations. On demand. (3)

EA709: Administrative Leadership

An exploration of post-industrial models of leadership as they relate to administration of educational organizations. Prerequisite: admission to the Ed.S. program; or consent of instructor. (3)

EA710: School District Administration

This course provides knowledge, skills, and dispositions in preparation for school administrators to effectively lead school districts in the twenty first century. Prerequisites: Master's degree and admittance to the Specialist degree program. (3)

EA716: Instructional Leadership Strategies I

This course is designed to acquaint educators with theories and current research that support innovative practices and effective teaching strategies in K-12 school settings. The emphasis of the course will be the study of design, implementation, and evaluation of curricular, instructional, and assessment decisions as they impact the teaching and learning environment of schools with diverse ethnic, socioeconomic, and special needs populations. The implications of current school improvement efforts, issues, and trends in K-12 education will be explored. The role of teachers as instructional leaders will be emphasized as this role leads to improving classroom performance and student achievement. Prerequisites: Master's degree; admittance to the Ed.S. program. (3)

EA718: Instructional Leadership Strategies II

This course is designed to provide students an advanced understanding of the factors and processes related to teacher leadership in K-12 educational settings. The emphasis of the course will be improving classroom performance and student achievement as it relates to school improvement efforts. Students will learn to apply their knowledge of

educational theories and current research as it relates to effective teaching strategies and innovative practices. Topics such as mentoring, community relations, shared decision-making, professional development, best practices, classroom management, and assessment issues will be addressed. Prerequisite: EA716. (3)

EA737: Administration of Curriculum

The course is designed to prepare the aspiring and practicing school administrator for the responsibilities at the central office level in proper administration of development of curricula, examining the national, state, district, and school roles in curricular matters, as well as being able to research findings in educational literature to identify trends in curriculum change, and to understand the components of a district curriculum. Prerequisites: Master's degree; admittance to the Specialist degree program; EL606 or SE637. (3)

EA743: Research into Administrative Practice

Designed to facilitate the process by which school leaders facilitate school improvement by integrating research skills and professional leadership practice. Prerequisites: Master's degree; admittance to the Specialist degree program; GR691 or equivalent. (3)

EA755: School District Law

A study of law that includes the basic fields of contracts, property, torts, constitutional law, and other areas of law that directly affect the educational and administrative processes of the educational system. Prerequisite: EA651 or consent of instructor. (3)

EA756: Financial Management and Leadership

Designed to prepare the aspiring and practicing school administrator for the responsibilities of financial management at the central office level of leadership in public schools. Includes theoretical concepts and practical skills necessary for successful school administration in the realm of finance. Emphasis on building budgets using state, local, and federal funds.

Prerequisite: Admittance to the graduate program Specialist level.

EA760, EA761, EA762: Internship Specialist Level.

Designed to provide advanced Specialist students with an opportunity to gain relevant experience in school administration. Students seeking an initial certification and four hours credit enroll in EA760. For students seeking certification renewal or advanced certification, the EA761 option is for students who completed 600 clock hours of relevant internship (Master's level), and the three hours of credit for EA762 is required of a student who completed 600 clock hours of internship. Those seeking multiple certifications will probably need at least 6 credit hours. Prerequisite: program admission. EA760-4; EA761-3; EA762-3.

EA767: Missouri Department of Elementary and Secondary Education

Designed for the Specialist student to acquire an understanding of the organization and functions of the Department of Elementary and Secondary Education (DESE) in Missouri as structure and function relate to the administration of a local school district. Particularly significant to the prospective Superintendent of Schools. Credit/no credit. Prerequisites: Master's degree; admittance to the Specialist program, or consent of instructor. (1)

EA781: Educational Administration-Variable Topics II

Incorporates and explores efforts initiated by private, state and federal educationally related entities and agencies, professional leadership organizations, professional leadership academies, and grant activities designed for school improvement. Prerequisites: teaching certificate; admitted to the Masters in School Administration Program. (1-3)

EA785: School Plant Planning and Operation

This course provides school district administrators the fundamental concepts of planning, designing and constructing new educational facilities and/or the rehabilitation, remodeling or modernization of existing facilities. Additionally, the course includes operation and maintenance programs. Prerequisite: Admission to a Specialist in Educational Administration degree program. (3)

EA787: Topics, Issues and Trends in School Administration

Directed study of special topics, issues and trends in school administration through seminars, forums, etc. Prerequisite: consent of instructor. (1-2)

EA789: Superintendent's Assessment

Practical application of knowledge, competencies and management skills that research has identified as crucial to effective school administration. Credit/no credit. Prerequisites: Completion of administration core courses; completion of specialist administration core courses; admission to graduate studies, major in school administration; consent of instructor. (1)

EA790: Independent Study in Educational Administration

Directed individual study of problems and special topics in educational administration. Prerequisite: Admission to graduate status on the specialist's degree. On demand. (1)

EA791: Independent Study in Educational Administration (2)

EA900: Leadership Theory and Practice

This course is intended to be an advanced study of leadership theories, concepts, and inquiry as applies to educational organizations. This course will explore leadership theories, power and authority in organizations, leader effectiveness, and organizational reform. Emphasis will be placed on understanding the conduct of leadership in organizations through

application and extension of leadership theories in practice. Prerequisite: Admission to Doctoral program. (4)

EA905: Educational Leadership Inquiry

This introductory seminar to inquiry will focus on understanding key policies related to doctoral dissertation research as set by the University of Missouri Graduate School. In addition, the seminar will explore the use of multiple search sources for information, human subjects review requirements, and research ethics. Prerequisite: Entrance into the Ed.D. program. (1)

EA906: Team Building and Group Dynamics

The seminar will focus on teaming and team development in organizations. The seminar will explore the team building process including activities to help groups move to high performance teams. Intervention strategies will be practiced to help teams and team members assume productive roles on the team. Prerequisite: Acceptance in the cooperative doctoral cohort. (1)

EA910: Content and Context of Learning

Students will develop the knowledge and skills for examining, designing and implementing organization, classroom, and training conditions that support quality learning experiences for learners. This theme is about learning and the issues that can enhance quality learning contexts. Prerequisite: Acceptance in the cooperative doctoral cohort. (3)

EA915: Program Planning and Evaluation

Participants will develop thorough knowledge of the theoretical underpinnings of selected approaches to planning and evaluation and the necessary integration of the two. The course will afford participants the opportunity to plan, conduct and deliver a utilization-focused evaluation to an actual client by the end of the semester. Prerequisite: Entrance into the Ed.D. Program. (3)

EDUCATIONAL FOUNDATIONS (EF)

EF590: Foundations of Curriculum Development

An exploration of the school curriculum; consideration will be given to the foundations, principals and issues, and the leadership needed to guide curriculum planning through curricular evaluation. (3)

EF591: History of American Education

An examination of education in America from the colonial period to the present, focusing on educational ideas and practices in the context of American social and intellectual history. (3)

EF592: Philosophy of Education

A study of the nature of philosophical inquiry in education. This course includes consideration of traditional and contemporary educational thought and the philosophical analysis of the problems of education. (3)

EF596: Education in American Society

An examination of education in the social structure of America concentrating on the social forces that affect education in a pluralistic society and on the educational functions of schools and other social institutions. (3)

EF651: Education and the Law

Survey of case law, federal statutes and Missouri school codes regulating the operation of public schools with an emphasis on current legal issues and court decisions. The course is designed to support teachers, practicing school administrators and those seeking school administration certification. Prerequisite: Graduate Standing. (3)

EF680: Topics in Educational Foundations

An examination of current issues associated with a general investigation of foundations of education, including those identified with sociology, history, philosophy and anthropology of education. (3)

EF690: Foundations of Curriculum

Development

An exploration of the school curriculum; consideration will be given to the foundations, principals and issues, and the leadership needed to guide curriculum planning through curricular evaluation. (3)

EF691: History of American Education

An examination of education in America from the colonial period to the present, focusing on educational ideas and practices in the context of American social and intellectual history. (3)

EF692: Philosophy of Education

A study of the nature of philosophical inquiry in education. This course includes consideration of traditional and contemporary educational thought and the philosophical analysis of the problems of education. (3)

EF694: Urban and Rural Education

Problems and Possibilities. An inquiry into the similarities and differences between rural and urban education; will consider history, curriculum, resources, public policies, and impact of socioeconomic factors. (3)

EF696: Education in American Society

An examination of education in the social structure of America concentrating on the social forces that affect education in a pluralistic society and on the educational functions of schools and other social institutions. (3)

EF697: Independent Study in Foundations of Education

Independent work in an educational foundation area not covered by regular course offerings. (1-3)

EF696. Education in American Society

An examination of education in the social structure of America concentrating on the social forces that affect education in a pluralistic society and on the educational functions of schools and other social institutions. (3)

EF697: Independent Study in Foundations of

Education

Independent work in an educational foundation area not covered by regular course offerings. (1-3)

EUROPE HISTORY (EH)

EH520: History of Spain and Portugal

Survey of the history of Spain and Portugal from the Roman era to the present. (3)

EDUCATIONAL MEDIA (EM)

EM585: Selection and Utilization of Instructional Materials

General survey of the theoretical and practical aspects involved in the selection and utilization of instructional materials; includes limited production and evaluation of instructional materials. Instructional materials/media included are flat pictures, slides, filmstrips, overhead transparencies charts and displays, relia, motion pictures, television, and computers. (3)

EM588: Administration of Educational Media

The procurement, care cataloging, retrieving, dissemination, and organization of media within the educational system on a continuum ranging from individual learning situations, the classroom, department, building and district. Prerequisite: EM585 or consent of instructor. (3)

ELECTRONICS AND COMPUTER TECHNOLOGY (ET)

ET568: Industrial Controls

A study of process controls fundamentals (Proportional Integral, Proportional Derivate, Proportional, Integral, and Derivate), sensors, transducers, actuators, and distributed controls, and their industrial/commercial applications using programmable controllers. (3)

ET570: Energy Management

A study of energy auditing, rate structures, economic evaluation techniques, lighting efficiency improvement, HVAC optimization, combustion and use of industrial waste, steam

generation and distribution system performance, Distributed Digital Control systems, process energy management, and maintenance considerations. (3)

ELEMENTARY EDUCATION (EL)

EL603: Teaching Elementary School

Mathematics

Designed to help the teacher better understand mathematical ideas basic to present-day elementary school mathematics and become acquainted with techniques for their presentation. (3)

EL604: Techniques of Teaching Science and Mathematics in the Elementary School

Students will apply standard driven instructional and assessment strategies to develop skills and abilities to work in elementary science classroom. (3)

EL605: Teaching Social Studies in the Elementary School

A course designed to study the structure of the elementary school social studies program. The social sciences, as the core of the social studies, are studied. Emphasis is placed on methods of organizing the curriculum, on teaching techniques, and on new materials. (3)

EL606: Curriculum Construction (Elementary)

Investigates historical, philosophical, psychological, and societal factors; organization, trends, and issues influencing curriculum; includes the contributions of each subject area. (3)

EL608: Diagnosis and Remediation of Difficulties in Learning Mathematics

Designed to help teachers learn to use techniques for assessing and remediating difficulties in mathematics. (3)

EL611: Practicum I

Early Literacy Learners

Field based application of assessment and resulting instructional decisions. Preschool

through grade 3. Prerequisites: EL609; EL610. (3)

EL618: Elementary Education - Variable Topics I

Incorporates and explores efforts initiated by private, state and federal educationally related entities and agencies, professional leadership organizations, professional leadership academics and grant activities designed for school improvement. Prerequisites: Valid teaching certificate; admission to a Master's program in the College of Education. (1, 2, 3)

EL623: Practicum II

Older Literacy Learners

Field based application of assessment and resulting instructional decisions (grade 4 and above). Prerequisites: EL609; EL622. (3)

EL624: Effective Literacy Leadership

Survey of leadership theories and styles and their application to the promotion of literacy in educational settings and beyond. Prerequisite: EL609; or consent of instructor. (3)

EL629: Literature and the Literate Learner

Enhancing the communicative arts for children and young adults through the study, use and evaluation of literature across the curriculum. (3)

EL630: Reading Recovery Seminar I

Introduces Reading Recovery teacher-in-training to Reading Recovery, its theoretical foundations, purposes and procedures. Classroom instruction is coordinated with the individual instruction of four at-risk students in an integrated field experience. Prerequisite: Admission to the Reading Recovery Program. (3)

EL631: Reading Recovery Seminar II

Further in-depth theoretical and procedural development of Reading Recovery for at-risk first graders. Classroom instruction is

coordinated with the individual instruction of four at-risk students in an integrated field experience. Prerequisites: Admission to the Reading Recovery Program; EL630. (3)

EL632: Theoretical Seminar I

This course will introduce the Reading Recovery professional to an in-depth understanding of the theoretical base for the Reading Recovery program as designed by Marie Clay. Prerequisite: Admission to the Reading Recovery Teacher Leader program or completion of EL630 and EL631 or EL660 and EL661. (3)

EL633: Theoretical Seminar II

Introduces the Teacher Leader-in-training to an in-depth understanding of the theoretical base for the Reading Recovery program as designed by Marie Clay. Prerequisite: Admission to the Teacher Leader program of Reading Recovery and Completion of EL632. (3)

EL634: Reading Recovery Practicum I

Teacher Leaders-in-training learn the role of the Teacher Leader in class and through field experiences. Prerequisite: Admission in the Teacher Leader Training Program and must be taken concurrently with EL630 and EL632. (3)

EL635: Reading Recovery Practicum II

Teacher Leaders-in-training learn the implementation and the system impact of Reading Recovery in class and through field experiences. Prerequisite: Admission in the Teacher Leader Training Program, successful completion of EL634 and must be taken concurrently with EL631 and EL633. (3)

EL636: Reading Recovery Advanced Seminar

Advanced level study of Reading Recovery theory, research, and practice. Prerequisite: Successful completion of the Reading Recovery teacher preparation program. Must also be working as a Reading Recovery teacher during the school year when the seminar is taken. The

previous advanced seminar must have been taken. (1)

EL637: Reading Recovery Advanced Seminar
(1)

EL638: Reading Recovery Advanced Seminar
(1)

EL639: Reading Recovery Advanced Seminar
(1)

EL642: Early Literacy in Reading

An examination of the philosophy, research base, methods, organization and evaluation of using Reading Recovery techniques in a whole class early literacy setting. (3)

EL644: Understanding and Applying the Multidimensional Process of Reading

The course will advance the understanding and application of the theoretical base supporting reading and writing as a multi-dimensional process and an emphasis on National Board for Professional Teaching Standards. Prerequisites: Graduate standing; EL615. (3)

EL646: Inquiry and Research Models Used to Improve Reading Instruction

This course will provide knowledge of inquiry models and research in "best practices" to implement effective literacy strategies in educational settings with an emphasis on National Board for Professional Teaching Standards. Prerequisites: Graduate standing; successful completion of EL615 and EL644; or consent of instructor. (3)

EL647: Reading Assessment

The course will provide participating graduate students with guided practice in administration, scoring, and interpretation of informal and formal literacy assessment instruments and procedures as a means of making instructional decisions and an emphasis on National Board for Professional Teaching Standards. Prerequisites: Graduate standing; EL615; EL644; EL646; or consent of instructor. (3)

EL651: Independent Study in Elementary Education

Selected topics in elementary education to meet the needs of individual students. (1, 2, 3)
EL683. Advanced Practicum Intervention Models. Supervised practicum implementing intervention models for learners' experiencing literacy difficulty within school settings, collecting data documenting children's progress over time. (3)

ENGINEERING PHYSICS (EP)

EP501: Thermal Analysis

Thermodynamic laws and processes. Applications to heat engines, turbines, refrigeration, and thermodynamic cycles. Kinetic theory and applications. Prerequisites: PH231; MA245; or consent of instructor. (3)

EP502: Computer Applications

Use of computers for the solution of physics and engineering problems in mechanics, thermodynamics, electromagnetics, modern physics and applied optics. Prerequisites: CS177; PH231; MA245; or consent of instructor. (3)

EP503: Materials Science

The solid state; structure of solids; mechanical, chemical, thermal, electrical, magnetic and optical properties of materials; behavior of materials in engineering applications. Prerequisites: PH121 or PH231; CH185; or consent of instructor. (3)

ENGLISH (EN)

EN535: Rhetorical Theory and Written Discourse

Historical survey of rhetorical theory (Aristotle to the moderns), with emphasis on critical examination of texts. (3)

EN550. Style in Writing

A study of the theory and practice of style in written expression, analyzing styles of writers representing various periods and types of writing, with focus on the development of style in the student's own writing. (3)

EN600: Orientation Seminar for Teaching Assistants

Seminar in methods and materials for teaching freshman English. Open only to graduate assistants in the Department of English. May not be repeated for credit. (3)

EN601: Research in English Studies

This course provides research strategies that will enable students to work more proficiently in the profession. In addition, addresses thesis writing, the prospectus, proposals, and the scholarly paper. (3)

EN606: Topics, Issues and Trends in English

This class is a graduate seminar in which we will discuss current educational issues. The textbook essays will serve as a starting place for these electronic forum discussions. (3)

EN615: Practicum in Teaching Creative Writing

For graduate students who wish to gain mentored experience in teaching introductory creative writing and facilitating a writing workshop within the classroom setting of EN275. Prerequisites: Consent of the mentoring instructor. (3)

EN623: Visual Rhetoric

Advanced study of rhetorical and design techniques for technical writing. (3)

EN624: Editing and Research in Professional Writing

Practicum in the forms of research commonly performed by professional writers, such as historical and data fact-checking; analysis of and collaboration with authorial style; and usage of CMS, APA, and online style manuals. (3)

EN645: Advanced Literary Publishing

Principles, techniques, and theories in the production of literary books, including history of cover art, collaborative typography, special problems in editing and book marketing, review writing, contracts, budgets, and grant writing. (3)

EN651: Seminar in Teaching Freshman English I

Seminar in methods and materials for teaching freshman English. Open only to graduate assistants in the English Department. May not be repeated for credit. (1)

EN652: Seminar in Teaching Freshman English II

A seminar in the origin of writing, the origin and evolution of writing instruction, the origin of composition texts, major theories of composition pedagogy, and philosophies and practices of major writers as relevant to teaching composition. (2)

EN670: Advanced Creative Writing: Poetry

For graduate students who wish to create imaginative writing in poetry, including open form, the formal poem, and the prose poem. In addition to workshop sessions and special problems assigned in class, at least eight imaginative works in poetry must be completed during the term. May be taken up to 6 hours. (3)

EN678: Advanced Creative Writing: Fiction

For graduate students who wish to create imaginative writing in fiction, including traditional and experimental short fiction, novellas, and novels. In addition to workshop sessions and special problems assigned in class, at least 40 pages of well-revised fiction must be completed during the term. May be taken up to 6 hours. (3)

EN686: Sociolinguistics

The study of language in context, particularly dialects, bilingualism, multilingualism, speech

communities, genderlects and regional/social variations as they relate to linguistic variables. (3)

EN694: Thesis

A written report based upon investigation of some subject or the completion of a creative project. See "Thesis" for additional information. (3)

EN696: Thesis

A written report based upon investigation of some subject or the completion of a creative project. See "Thesis" for additional information. (2)

EN697: Thesis

A written report based upon investigation of some subject or the completion of a creative project. See "Thesis" for additional information. (1)

ENVIRONMENTAL SCIENCE (EV)**EV551: HazWoper**

Introduction to performing investigative or remedial activities at hazardous waste sites. Three hours lecture; one mandatory field exercise. Prerequisites: CH185, CH186, or permission of instructor. (3)

EV600: Health Physics

Radiation physics and biology as related to safe use of ionizing radiation in therapeutic and diagnostic medicine, industry, and research. Prerequisites: BI154 or BS105; CH185 or PH120 or permission of instructor. Two hours lecture; one 2-hour lab. (3)

EV643: Epidemiology

Concepts, methods and applications of infectious disease, chronic disease and environmental epidemiology focused on epidemiological reasoning processes. Prerequisite: BI154. (3)

EV650: Environmental Chemistry

A study of the sources, reactions, transport, and fate of chemical entities in the air, water, and soil environments as well as their effects on human health and the environment. Prerequisites: CH341; CH342; or consent of instructor. Two hours lecture; and one 2-hour lab. (3)

EV653: Occupational Health

Introduction to the factors influencing occupational incidents and the adverse interactions of environmental and occupational chemical/physical agents with humans. Prerequisites: Living Systems (any BI or BS course); CH181 or CH185. (3)

EV654: Risk Assessment Applications

Introduction to concepts, terminology, methods, and applications of qualitative and quantitative health and ecological risk assessment and risk communication. Prerequisites: Living Systems (with BI or BS course), CH181 or CH185; MA134 or MA135 or MA139 or MA140. (3)

EV655: Industrial Hygiene

The study of chemical and physical hazards in the occupational environment and the methods used for their evaluation and control. Prerequisites: BI200; CH186; MA134 (3)

EV660: Introduction to Toxicology

Introduction to the fundamental principles of toxicology, toxic agents, toxicity testing, mechanisms of toxicity, toxic effects, sources of exposure, and applications of toxicology. Prerequisites: BI154; CH185. (3)

EV661: Business Strategies for Corporate Environmental Management

Exploration of the importance and effects of environmental leadership in establishing management strategies for national and international businesses. Prerequisites: Admission to the MBA Program; CH181 or CH185; MA134; permission of instructor. (3)

EV671: Topics in Environmental Science

Special topics in environmental science typically unavailable in the departmental curriculum. May be taken more than once. Prerequisite: consent of instructor. (1)

EV672: Topics in Environmental Science (2)

EV673: Topics in Environmental Science (3)

EV674: Readings in Environmental Science

Consideration in depth of subject matter ordinarily unavailable in the program curriculum through directed readings and discussion with the instructor. Prerequisite: Admission to the graduate program in Environmental Science; consent of the instructor; permission of the program director. (1)

EV675: Readings in Environmental Science (2)

EV681: Environmental Science Internship

A supervised experiential learning opportunity in environmental science which enhances the student's comprehension of applied environmental concepts and skills. Prerequisite: Admission to the graduate program in Environmental Science; the internship learning site must exhibit a demonstrated relationship to environmental science; approval of Program internship coordinator. (1)

EV682: Environmental Science Internship (2)

EV683: Environmental Science Internship (3)

EV691: Environmental Science Research

Conduct of a research project in environmental science including design, evaluation, and relation to current literature. Appropriate summarizing paper required. Prerequisite: Admission to the graduate program in Environmental Science; consent of instructor and Program Director (an abstract of the research problem to be studied is required for approval by the Program Director). (1)

EV692: Environmental Science Research (2)

EV693: Environmental Science Research (3)

EV697: Thesis

A written report based on an independent, in-depth scientific investigation in environmental

science. Prerequisite(s): Admission to the graduate program in Environmental Science; consent of the student's Thesis Committee. (1)

EV698: Thesis (2)

EV699: Thesis (3)

EXCEPTIONAL CHILD EDUCATION

(EX)

EX555: Introduction to Autism Spectrum Disorder

This course offers an overview of student characteristics, theory and teaching applications for students with Autism Spectrum Disorder (ASD). Major theories, teaching approaches, trends, etiological and diagnostic issues, classroom structure and environmental arrangements, research based instructional strategies, and family involvement will be discussed. Field experiences are embedded in this course. (3)

EX556: Communication Intervention & Strategies for Individuals with Autism Spectrum Disorder.

This course addresses the process of verbal and non-verbal communication skills, the assessment of ability in communication and investigates research-based strategies and interventions for improving communication in individuals with communication difficulties, autism spectrum disorder and related disabilities. A brief overview of language development, social skills training, alternative/augmentative modes of communication, assistive technology devices and environment arrangement will be discussed and investigated. Field experiences are embedded in this course. (3)

EX557: Behavior Management & Interventions for Individuals with Autism Spectrum Disorder

This course provides an in-depth analysis of the principles of behavior management and interventions that have been successful for individuals with autism spectrum disorder and sensory disabilities. Applied Behavior Analysis (ABA) and Positive Behavior Supports (PBS) will

be emphasized for classroom and school management systems. Field experiences are embedded in this course. (3)

EX558: Seminar: Research in Autism Spectrum Disorder

This course addresses critical issues and trends in the field of developmental disabilities. Contemporary issues and research including social relationships, sensory integration, communication, behavior, core academic areas, transition, family and professional collaboration, and educational models will be discussed. Field experiences are embedded in this course. (3)

EX559: Clinical Practicum

This course consists of a supervised field experience which will be conducted in a clinical environment with individuals diagnosed with developmental disabilities, sensory impairments, and/or with ASD. Students will apply the knowledge gained in previous coursework by completing a capstone project consisting of an educational, treatment and family support plan. (May be completed as a 3 credit course or a series of 3 one credit practica in order to meet individual needs of students.) (3)

EX601: Educational Assessment Techniques

Develops skills in selection, administration, scoring, and interpretation of standardized tests used in special education. Appraisal process is reviewed and report writing is emphasized. (3)

EX602: Language Acquisition of Exceptional Children

The process of language acquisition; language development theory; language development as part of general child development; identification and management of language problems by early childhood teachers and teachers of exceptional children. (3)

EX611: Historical Perspectives, Present Practices and Future Issues in Special

Education

The study of historical perspectives, current best practices, and issues and trends affecting the education and treatment of exceptional individuals. (3)

EX616: Behavior Management

Theoretical background and rationale for managing student behavior. Emphasizes practical application of respondent, operant, and social learning principles (3)

EX628: Introduction to Mild/Moderate Cross-Categorical

An overview of the field of cross-categorical special education, and K-12 students who are placed in cross-categorical settings. (3)

EX635: Psychology and Education of Students with Special Needs

This course is to assist in preparing graduate students to meet the diverse educational needs of the exceptional learner. (3)

EX652: Techniques of Teaching the Mild/Moderate Cross-Categorical

Methods and materials needed in teaching students with mild/ moderate disabilities K-12 in cross-categorical settings will be studied. Academic, perceptual, cognitive, prevocational, and social skills will be emphasized. Prerequisite: EX628. (3)

EX691: Transition Planning for Individuals with Exceptional Learning Needs

A course designed to provide structure for infusing transition education into the curriculum to fulfill the unique needs of learners with exceptional learning needs. (3)

EX693: Special Education and the Law

A course designed to study historical and current state and federal litigation and legislation affecting special education services. (3)

FACILITIES MANAGEMENT (FM)

FM504: Facilities Management

A variety of topics will be covered related to facilities and their management. These include: project management, facility planning, maintenance, energy management, cost estimating, accounting, preventative maintenance, and others. (3)

FM544: Sustainable Construction Materials and Technology

This course will explore the philosophy behind the growth in Green Building design. It will also expose the student to Green Building with regards to residential construction. Covering such topics as energy efficient building codes, green construction methods and environmentally friendly construction practices. (3)

FM554: Facilities Operation/Supervision

An introductory course discussing Facilities Management responsibilities involving daily management of corporate needs, these core competencies are based on recommended certification requirements of IFMA (International Facility Management Association).(3)

FM564: Sustainable Facility Planning and Design

Course on sustainable construction and green building design for large commercial facilities based on LEED standards. Topics include locality, energy systems, controls, materials, water, planning and design using sustainable construction methods. (3)

FM565: Building Energy Management

Course based on energy efficiency strategies for commercial and residential building energy systems. Students will learn the concepts related to engineering analysis of building energy systems and reduction of greenhouse gas emissions. Related topics include passive and active energy systems, climate and comfort parameters, environmental implications of the buildings, and carbon footprint management. (3)

FASHION MERCHANDISING (FA)

FA517: History of Costume

An overview of factors which affect form and function of human apparel from ancient times to the present. (3)

FA518: Social Psychological Aspects of Clothing

Social, psychological, economic and cultural factors related to clothing. (3)

FA520: Survey of National Markets – New York

Supervised visits to all components of the fashion business and its auxiliary fields located in the industry center – New York City. (3)

FOOD AND NUTRITION (FN)

FN502: Nutrition II

Study of metabolism of proteins, fats and carbohydrates, stressing the action and interaction of nutrients within the human body. Prerequisite: FN235; FN355; BS113; BS114; FN255; CH181; CH234. (3)

FN503: Medical Nutrition Therapy I

Part one of the in-depth study of pathophysiology and the principles of medical nutrition therapy for various disease states. Three hours lecture and two hours lab. Prerequisites: BS113; BS114; FN235 and/or FN255; FN355; FN502; UI331 or consent of instructor. (4)

FN504: Medical Nutrition Therapy II

Part two of the in-depth study of pathophysiology and the principles of medical nutrition therapy for various disease states. One hour lecture and six hours clinical rotation. Prerequisite: FN503 or consent of instructor. (4)

FN525: Nutrition Counseling

Principles of nutrition counseling theories, behavior change models, approaches for nutrition counseling, skill development and application in nutrition counseling setting.

Prerequisites: FN235 or 255; FN355/605, FN370. (3)

FN530: Pathophysiology: Implications for Nutrition and Exercise Science

An in-depth examination of pathophysiology and the relationship to nutrition and exercise. Prerequisites: FN502; HL331; or consent of instructor. (3)

FN540: Community Nutrition

Fundamentals of nutritional care and delivery in community programs. A special focus on cultural food patterns, nutrition education assessment and meeting community needs on local, state and federal levels. Prerequisites: FN235; HE409; HE501. (3)

FN550: Vitamin Metabolism

Focus on the theories and principles of vitamin metabolism and their application to health promotion and discuss prevention. Prerequisite: FN502 or consent of instructor. (3)

FN600: Advanced Practice in Medical Nutrition Therapy

Provides the supervised component of dietetic education in medical nutrition therapy. Prerequisite: accepted to the Dietetic Internship. (4)

FN605: Nutrition in the Family Life Cycle

Study of recent scientific findings and developments as they affect the nutrition of all individuals in the family unit. Prerequisite: FN235 or FN255. (3)

FN610: Advanced Practice in Food Service Systems Management

Provides the supervised component of dietetic education in Food Service Systems Management. Prerequisite: accepted to the Dietetic Internship. (4)

FN620: Advanced Practice in Community Based Nutrition Services

Provides the supervised component of dietetic education in Community Based Nutrition

Services. Prerequisite: accepted to the Dietetic Internship. (4)

FN627: Essentials of Food Science

Application of food science principles and their efforts on product quality, recipe development, nutritional value and current assessment techniques. Prerequisites: CH181; CH234; FN205; HL303 or PY271. (4)

FN690 (Cross-listed as HL690): Seminar in Nutrition and Exercise Science

Discussion and presentations on current issues involving the disciplines of Nutrition, Dietetics, and Exercise Science. May be repeated for credit. (3)

FN699 (Cross-listed as HL699): Internship in Nutrition and Exercise Science

Internship with an approved agency for the purpose of applying knowledge and enhancing practical skills through an experiential learning opportunity. Prerequisites: Completion of all coursework for M.S. in Nutrition and Exercise Science. (3)

FORENSIC SCIENCE (FS)

FS550: Crime Laboratory: Microscopy

Introduction to the techniques of forensic microscopy in the analysis of physical evidence. Prerequisite: CH540; or equivalent with consent of instructor (2)

FS552: Crime Laboratory II: Blood and Fluids

Introduction of the techniques of forensic serology in the analysis of biological evidence. Prerequisite: CH540; or the equivalent with consent of instructor. (2)

FS601: Problems in Forensic Science

Directed study in specific topics related to forensic science, the operation and function of a crime laboratory, or methods of analysis applied to physical evidence. Prerequisite: Consent of instructor. (1)

FS603: Problems in Forensic Science (3)

GEOGRAPHY (GG)

GG561-563: Advanced Topics in Geography

Lectures, discussions, laboratories, field trips and assigned readings in various fields of geography. Topics vary. May be taken more than once. (1-3)

GEOSCIENCES (GO)

GO555: Soil classification and Resource Management

Classification of soils in terms of their physical, chemical, and mineralogical composition. Interpretation of soils in terms of proper land use, with special attention to soil erosion. Prerequisites: AO215 or GO110; CH181 or CH185 or consent of instructor. (3)

GO561: Advanced Topics

Lectures, discussions, labs, field trips and assigned readings in various fields of geology. May be taken more than once. Topics vary. Prerequisite: Consent of instructor. (1)

GO562: Advanced Topics

Lectures, discussions, labs, field trips and assigned readings in various fields of geology. May be taken more than once. Topics vary. Prerequisite: Consent of instructor. (2)

GO563: Advanced Topics

Lectures, discussions, labs, field trips and assigned readings in various fields of geology. May be taken more than once. Topics vary. Prerequisite: Consent of instructor. (3)

GO605: Environmental Assessment

A seminar on the philosophy and process of environmental assessment with an interdisciplinary project which includes team writing of an environmental assessment report. Prerequisite: Consent of the instructor. (3)

GO618: Topics in Earth Science Education

A review of the basic content of earth science coupled with pedagogical models appropriate for teaching the elementary or secondary

classroom. This course is not intended for students with an undergraduate or graduate major in earth science. (3)

GO640: Remote Sensing

An introduction to the principles/concepts of remote sensing, its applications, and its significance in today's world. Two lectures, one lab per week. Prerequisites: GO110; MA133; MA 134; or consent of instructor or consent of instructor. (3)

GO645: Geographic Information Systems (GIS)

An introduction to the theory, methods, and applications of GIS for spatial data analysis. Two lectures, one lab per week. Prerequisite: IS175; GO340; MA223 OR SO242; GO640 or consent of instructor. (3)

GO658: Environmental Geochemistry

Application of chemical principles to the study of near surface environments. Prerequisite: CH186 or consent of instructor. (3)

GO661: Environmental Hydrology

An introduction to the interrelationships between the environment and the occurrence, distribution, movement, and chemistry of water. Emphasizing the influence of geologic processes and materials on surface water, groundwater, and fluid and contaminant transport through the vadose zone. Two lectures, one lab per week. Prerequisites: GO110; MA134; or consent of instructor. (3)

GO681: Independent Study

Supervised individual study in a selected field of the geosciences. Prerequisite: Consent of department chairperson and supervising faculty member. (1)

GO682: Independent Study

Supervised individual study in a selected field of the geosciences. Prerequisite: Consent of department chairperson and supervising faculty member. (2)

GO683: Independent Study

Supervised individual study in a selected field of the geosciences. Prerequisite: Consent of department chairperson and supervising faculty member. (3)

GRADUATE INSTRUCTION (GI)

GI600: Studies in Pedagogy

Intensive study and research in the art of teaching the disciplines. Topics will vary according to the areas of specialty of the instructor. (3)

GI602: A.P. Institute - Art

Examine and develop curricular and assessment methodologies, explore practical classroom management strategies, and prepare teaching resources to be used in each respective studio. (3)

GI603: A.P. Institute – Biology

A course designed to assist high school biology teachers in offering Advanced Placement Biology as part of their curriculum. 8 days, from 8 a.m.-5 p.m. each day, lab and lecture. Summer. Prerequisite: Certified biology teacher. (3)

GI604: A.P. Institute – Chemistry

An institute designed to help prepare high school chemistry teachers to teach Advanced Placement Chemistry in their schools. Eight days, from 8 a.m. to 12 p.m. and 1 p.m. to 5 p.m. each day, lecture and lab. Summer. Prerequisite: Certified chemistry teacher. (3)

GI609: A.P. Institute - English Language and Composition

An institute designed to prepare high school teachers to develop a curriculum that will prepare their students to take the Advanced Placement Language and Composition examination and to discuss and develop effective pedagogical techniques for teaching various types of prose passages and to practice evaluation of student writing. (3)

GI610: A.P. Institute – English Literature/Composition

This course is designed to assist high school teachers in implementing a curriculum that will prepare their students to successfully take the College Board's Advance Placement Literature and Composition examination. (3)

GI611: A.P. Institute - Foreign Language

This institute is designed to prepare high school teachers of French, German, and Spanish for the AP exam. In particular, it is intended to assist in implementing a curriculum that will prepare their students to pass the College Board's Advanced Placement French, German, or Spanish examinations. (3)

GI619: A.P. Institute - U.S. Government and Politics

An institute designed to prepare high school U.S. Government and Politics teachers to teach AP U.S. Government and Politics in their high schools and to develop pedagogical methods and techniques for teaching specific skills and to provide the high school student with a learning experience equivalent to that obtained in college introductory U.S. government and politics courses. Prerequisite: High school teacher of Social Studies. (3)

GI621: A.P. Institute - European History

A workshop designed to prepare high school history teachers to teach the AP European History course in their high schools. Focus is upon the factual content, methods of historical interpretation and pedagogy appropriate to a college equivalent course. Prerequisite: Qualification for and experience in teaching history at the high school level. (3)

GI622: A.P. Institute - U.S. History

A workshop designed to prepare high school teachers to teach the AP American History course in their high schools. Focus is upon the factual content, methods of historical interpretation and pedagogy appropriate to a college equivalent course. Prerequisite: Qualifications for and experience in teaching history at the high school level. (3)

GI623: A.P. Institute - Calculus AB

This institute assists secondary school mathematics teachers in offering an Advanced Placement Calculus course in their schools. The institute is taught over a two-week period for a total of 45 hours. Prerequisite: Mathematics teacher certificate. (3)

GI624: A.P. Institute - Calculus BC

This institute assists secondary school mathematics teachers in offering an Advanced Placement Calculus course in their schools. The institute is taught over a one or two-week period for a total of 45 hours. Prerequisite: Mathematics teacher certificate. (3)

GI631: A.P. Institute - Human Geography

An institute designed to prepare high school teachers to develop a curriculum that will prepare their students to take the Advanced Placement Human Geography test and understand the interactions of people on the surface of the earth. Prerequisites: Participants must have a bachelor's degree in social studies (or a social studies-related degree program) with course work in geography; Missouri teacher certification. (3)

GI635: A.P. Institute - Environmental Science

A course designed to assist high school environmental science teachers in offering Advanced Placement Environmental Science as part of their curriculum. 8 days, from 8 a.m. - 5 p.m. each day, lab and lecture. Summer. (3)

GI640: A.P. Institute - English Vertical Teams

An institute designed to prepare middle school, junior high, and high school language arts teachers to form English vertical teams and develop a sequential curriculum that will prepare their students to take either the Advanced Placement Literature and Composition or Advanced Placement Language and Composition examination, develop effective pedagogical techniques for teaching various types of nonfiction and literary works, and practice evaluation of student writing. (3)

GI641: A.P. Institute - Mathematics Vertical Teams

The Advanced Placement Program Mathematics Vertical Teams Toolkit will be studied as a resource for implementing vertical teams in mathematics aimed at increasing the number and diversity of students succeeding in Advanced Placement Calculus. Prerequisite: Graduate status or consent of instructor. (3)

GI642: A.P. Institute - Science Vertical Teams

An institute designed to prepare middle school, junior high, and high school science teachers to form vertical teams and develop and implement an aligned curriculum that will prepare their students to take Advanced Placement Courses in science. Prerequisite: consent of instructor. (3)

GI647: A.P. Institute - Music Vertical Teams

An institute designed to prepare elementary, middle school, junior high and high school music teachers to form vertical teams and develop and implement an aligned curriculum that will prepare their students to take the Advanced Placement Music Theory course and the AP Music Theory examination. Prerequisite: Consent of Instructor (3)

GI654: Advanced Topics in Advanced Placement Chemistry

A course focusing on advanced topics in AP Chemistry and designed for experienced AP teachers. Five days, from 8 a.m. to 12 p.m. and 1 p.m. to 5 p.m. each day, lecture and lab. Summer. Prerequisites: Certified Chemistry Teacher; Experienced AP Chemistry Teacher. (2)

GI680: Topics in Advanced Placement Teaching

An examination of trends and issues in the Advanced Placement program at the middle level and secondary education, including instructional strategies in the contemporary middle-level and secondary-school classrooms. Prerequisite: Possess middle or secondary school teaching credentials (for public school teachers only). (1-3 credit hours)

GRADUATE SCHOOL (GR)

GR525: Accounting and Reporting Considerations of Governmental and Not-for-Profit Entities

An introduction to the accounting and reporting practices of governmental and not-for-profit entities. This course is not available for students seeking credit toward any degree offered through the Harrison College of Business. (3)

GR526: Management in Not-for-Profit Organizations

A study of the concepts of management as applied to public and private not-for-profit organizations. This course is not available for students seeking credit toward any degree through the Harrison College of Business. (3)

GR603: Seminar on College Teaching

An in depth study of, and intensive practical training in effective classroom teaching. (3)

GR651: Organization Development

A study of managerial strategies, processes and techniques for bringing about change within an organization. This course is not available for students seeking credit toward any degree through the Harrison College of Business. Prerequisite: GR526. (3)

GR691: Methods of Research. Qualitative and Quantitative Designs

This course prepares students to understand, interpret, evaluate, and design qualitative and quantitative research as well as develop the ability to select and use appropriate research methods. Prerequisite: Admittance to the graduate program. (3)

GR697: MSA Internship

Designed for students without significant administrative experience. The student will be assigned to a one hundred and twenty hour experience with an experienced administrator. (3)

GR698: Master's Final Comprehensive

Examination

The written comprehensive is an examination over the degree program. Students must enroll in GR698 during the final semester. If not enrolled in regular coursework a minimum enrollment fee must be paid. (0)

GR699: Master's Oral Examination

The oral examination will be conducted for students writing a thesis or internship paper in lieu of the comprehensive examination. Students must enroll in GR699 during the final semester. If not enrolled in regular coursework or thesis, a minimum enrollment fee must be paid. (0)

HEALTH AND HUMAN SERVICES (HS)

HS551: Case Management

An interdisciplinary study of client-driven service coordination with special emphasis on strength based assessment. Prerequisites: Major in the College of Health and Human Services; graduate standing; or consent of instructor. (3)

HEALTH, HUMAN PERFORMANCE & RECREATION (HL)

HL510: Health Concerns of Aging

This course is designed to consider the health concerns of individuals and groups as they relate to the aging process. Emphasis will be on working with the aged population. (3)

HL526: Health Behavior Change

Behavior change theory, principles, predictive models, and their application to health behavior change programs and interventions. Prerequisites: HL120; HL331/031; or consent of instructor; or graduate standing. (3)

HL531: Advanced Exercise Testing

Development of knowledge and skills necessary to conduct exercise tests in clinical settings. 2-hours lecture, 2-hours lab. Prerequisite: HL431 or HL601; or consent of instructor. (3)

HL601: Physiology of Exercise

Physiological responses to exercise, the recovery process, and systematic training regimens. Emphasis on bioenergetics, training and health. (3)

HL621: Exercise in Health and Disease

The role of exercise in the prevention and rehabilitation of cardiopulmonary diseases. Emphasis on patient/client education, programming, and assessment. (3)

HL671: Implementation and Organization of Fitness Programs for Healthy and Diseased Populations

Organizational structure, exercise programming, facility administration, and testing/screening procedures for programs serving apparently healthy, symptomatic, and diseased populations. Prerequisite: Graduate standing or consent of instructor. (3)

HL672: Health Promotion Programs

Principles of planning, implementing, and evaluating health promotion programs in various settings. Prerequisite: Graduate standing or consent of instructor. (3)

HL690 (Cross-listed as FN690): Seminar in Nutrition and Exercise Science

Discussion and presentations on current issues involving the disciplines of Nutrition, Dietetics, and Exercise Science. May be repeated for credit. (3)

HL699 (Cross-listed as FN699): Internship in Nutrition and Exercise Science

Internship with an approved agency for the purpose of applying knowledge and enhancing practical skills through an experiential learning opportunity. Completion of all coursework for M.S. in Nutrition and Exercise Science. (3)

HL691: Applied Research

An applied research project, guided by a faculty committee within the fields of Health Promotion, Exercise Science, and Athletic

Training. Prerequisites: GR691 or equivalent; PY571 or equivalent; consent of department chair. (3)

HISTORIC PRESERVATION (HP)

HP535: Problems in Historic Site

Administration

An applied research course which deals exclusively with preservation projects such as survey, planning, historic districts, adaptive use and revolving funds. Prerequisite: HP420. (3)

HP540: Topics in Historic Preservation

Examination of specialized topics or issues in historic preservation. (3)

HP552: Historic Preservation Field School

Intensive field experience in documenting and preserving the built environment and the historic landscape. (3)

HP580: History of American Building Materials and Techniques

A survey of traditional construction materials and methods used in buildings and structures in the United States from the late sixteenth century to the recent past. (3)

HP585: History of American Architecture

The study of architectural history as material evidence of America's social, cultural, economic, and technological development. (3)

HP588: Legal and Economic Principles of Historic Preservation

A study of the legal and economic aspects in the procedures for locating, recording and preserving America's historical, architectural and cultural resources. Prerequisites: HP100; HP200. (3)

HP589: Historic Preservation-Based Economic Revitalization

A study of the role of historic preservation in the revitalization of America's historic downtown. (3)

HP601: Independent Study in Historic Preservation

Prerequisite: Consent of instructor. (1)

HP602: Independent Study in Historic Preservation

Prerequisite: Consent of instructor. (2)

HP603: Independent Study in Historic Preservation

Prerequisite: Consent of instructor. (1)

HP615: Heritage Education

An applied research course focusing on techniques used to teach about the diverse, rich heritage of the built environment and material culture artifacts. (3)

HP640: Historic Preservation Internship

Graduate internship in historic preservation. 150 hours required. (3)

HP645: Advanced Projects in Applied History

Individual or group projects requiring knowledge and skill in the field of historic preservation, historic site administration, museum administration, archives administration or heritage education. Prerequisite: Minimum of 16 hours of graduate coursework completed. (3)

HP650: Problems in Historic Preservation

Projects in historic preservation that acquaint the student with a broad spectrum of academic/practical problems that complement professional training. Prerequisites: HP100 and HP200; or HP600; or consent of instructor. (3)

HISTORY-GENERAL (GH)

GH520: Techniques of Oral History

Study and practice in designing and carrying out oral history projects. (3)

GH600: Introduction to Public History

Guided readings, discussion, and practice in presenting history to audiences outside the academy. Prerequisite: Graduate status. (3)

GH601: Independent Study in History

Prerequisite: Consent of instructor. (1)

GH602: Independent Study in History

Prerequisite: Consent of instructor. (2)

GH603: Independent Study in History

Prerequisite: Consent of instructor. (3)

GH610: Methods of Research in History

Location, evaluation, and presentation of historical material, including a component of historiography. Designed to prepare the student for writing research papers and the thesis. Emphasis will be upon archival and computer research tools. (3)

GH651: Problems in Social Studies

(Subtitle will vary.) (1)

GH652: Problems in Social Studies (2)

GH653: Problems in Social Studies (3)

GH654: Problems in Social Studies (4)

GH678: Issues in Teaching Social Studies in the Secondary School

An analysis of special problems in teaching history and the social studies in the secondary school. Emphasis on current trends in the social studies curriculum. Prerequisite: A major or minor in history and/or social studies. (3)

GH694: Thesis

A written report based upon investigation of a subject or the completion of a creative project. See "Thesis" for additional information. (3)

GH695-697: Thesis

Candidates choosing the Teaching Option may elect to write a thesis under the direction of their advisor. Upon completing the thesis the candidate will defend it before a committee selected by the candidate and advisor. Candidates may elect 6 hours of coursework and 1 non-thesis paper in lieu of the thesis. (6)

HISTORY-UNITED STATES (US)

US509: American Frontier History

The economic cultural, political, and military developments of the various frontiers. (3)

US511: American Diplomatic History

The diplomatic affairs and foreign policy of the U.S. from the American Revolution to the present. (3)

US520: History of American Ideas

An examination of patterns in American thought from the colonial period to the present. On demand. (3)

US522: American Presidential History

An examination of the presidents and the presidency in terms of personality, institutional evolution and achievements in foreign and domestic policy from 1789-present. (3)

US523: American Constitutional History

Origins of the constitution and a survey of its development to the present. (3)

US525: American Urban History

A study of the origins and growth of American cities from the colonial town to the modern metropolis and an analysis of the city's historical impact on American culture and institutions. (3)

US529: American Labor History

Study of the American labor movement to the present. (3)

US531: American Military History

A study of the changing relationship between civil-military authority, of warfare, and their impact upon democratic institutions. (3)

US535: The Age of Roosevelt

This course deals with American history from 1920-1945. Includes an examination of the domestic and foreign political events affecting the United States from the end of the First

World War to the conclusion of the Second. It will focus on political, economic, social and cultural factors that formed the background of modern America. (3)

US600: Readings in United States History

Selected readings in United States history. Topics will vary according to the areas of specialty of the instructor. (3)

US620: Studies in United States History

Intensive study and research in United States history. Topics will vary according to the areas of specialty of the instructor. (3)

US635: American Material Culture

A study of American material culture emphasizing how commonplace artifacts provide historical evidence of the past and the people who made and used them. (3)

US660: African Americans During a Time of Slavery

A study of Africans in America, both slave and free, from 1619 to 1865. (3)

HISTORY-WORLD (WH)

WH514: History of Modern France

The political, social, and cultural developments of modern France. (3)

WH516: History of Modern Germany

The rise of the Prussian state. Germany in the nineteenth and twentieth centuries. (3)

WH518: History of Soviet Russia

The 1917 revolution and analysis of the history and policies of the U.S.S.R. (3)

WH520: Latin American Colonial History

Survey of the Iberian and Indian background to the voyages of discovery, European conquest; establishment of imperial institutions, Bourbon reforms of the eighteenth century and the origins of independence. (3)

WH524: History of Mexico Since 1810

An examination of modern Mexico from wars of independence to the Mexican Revolution of 1910. (3)

WH527: Intellectual History of Modern Europe

Examination of intellectual and social history of Europe from the seventeenth century to the present. (3)

WH550: The Atlantic World

The political, social, economic and cultural history of the Atlantic world from 1492 to 1830. Prerequisite: US105 or consent of the instructor. (3)

WH600: Readings in European History

Selected readings in European history. Topics will vary according to areas of specialty of the instructor. (3)

WH610: Readings in World History

Selected readings in world history. Topics will vary according to the areas of specialty of the instructor. (3)

WH620: Seminar in European History

Intensive study and research in European history. Topics will vary according to the areas of specialty of the instructor. (3)

WH630: Seminar in World History

Intensive study and research in world history. Topics will vary according to the areas of specialty of the instructor. (3)

HORTICULTURE (HO)

HO530: Home Horticulture

Insight into the various phases of horticulture activity as related to modern living. Designing and planting the home landscape, including the fundamentals of establishing a vegetable garden, fruit orchard, and vineyard. Plant identification, establishment, and maintenance of ornamental trees, shrubs, vines, turf grasses, ground covers, and annual and perennial

flowering plants found in the home landscape. One lecture; two-hour lab. (2)

HOUSING AND INTERIOR DESIGN (HI)

HI518: Environmental Design for Special Populations

A study of the principles and theories relative to the design of effective environments for children, the elderly, and people with disabilities. (3)

HI530: History of Furniture I

The study of furniture styles from ancient Egypt through the Renaissance with emphasis on the economic, political and social issues which affected the development of design. (3)

HI532: History of Furniture II

A study of furniture styles from the 17th century through the contemporary movement with emphasis on the economic, political and social issues. Emphasis on France, England and America. (3)

HI601: Housing and Environmental Living

The study of housing needs in the American society and the design and construction of functional, aesthetically pleasing homes. (3)

HUMAN ENVIRONMENTAL STUDIES (HE)

HE501: Learning Theories and Methods for the Human Services Professional

Application of learning theory in instructional planning, implementation and evaluation in nontraditional educational settings. Students will interview, counsel individuals and facilitate a group process related to the field of dietetics. Prerequisite: Completion of 45 hours of coursework. (2)

HE505: Problems in Human Environmental Studies

Directed study of special problems through seminars, workshops, forum, etc. (1)

HE506: Problems in Human Environmental Studies (2)

HE507: Problems in Human Environmental Studies (3)

HE508: Problems in Human Environmental Studies (4)

HE520: Techniques of Teaching Nutrition and Health Education

Utilization of educational principles and theory for instructional planning, implementation, and evaluation for nutrition and health education. Prerequisite: FN255. (3)

HE600: Foundations of Human Environmental Studies

A study of history, theory and philosophy as related to Human Environmental Studies. Prerequisite: Introductory Philosophy course or consent of instructor. (3)

HE608: Supervision and Personnel Development in Human Environmental Studies

Evaluation of supervision theories, models and employee development for private/ public institutions with emphasis on Human Environmental Studies areas. (3)

HE610: Independent Study (1)

HE611: Independent Study (2)

HE612: Independent Study (3)

HE615: Qualitative Research Design

Introduction to qualitative research design including data collecting, recording, managing analysis. Prerequisites: CF630; HE625; or consent of instructor. (3)

HE625: Evaluating Research in Human Services

Emphasizes understanding and evaluating research studies. Identifying, differentiating, analyzing, and evaluating research components and processes. Prerequisite: Introductory statistics course or consent of instructor. (3)

HE637: Research Design in Human

Environmental Studies

Application of basic principles of research design to the development of the first three chapters of the student's research proposal. Prerequisites: HE625; PY571; or permission of instructor. (3)

HE640: Advanced Professional Practicum

A professional practicum placement designed to enhance the development of advanced interactive skills and management practices appropriate to the discipline. Prerequisite: Graduate standing. (3)

HE645: Advanced Graduate Seminar

Selected advanced topics will be offered as needed in a seminar format. Student interaction, debate and presentation skills are incorporated. Prerequisites: CF630; HE608; or consent of instructor. (3)

HE694: Thesis

First Semester. A written report based upon investigation of some subject or the completion of a creative project. See Thesis Plan for additional information. (3)

HE695: Thesis

Second semester (3)

HE696: Thesis

Second semester (2)

HE697: Thesis

Second semester (1)

INDUSTRIAL EDUCATION (IE)

IE590: Assessment for Career and Technical Education

Study of terminology and philosophy of career and technical education, objectives, analysis for development and evaluation of courses of study. (3)

IE592: Selection and Organization of Subject Matter

Study of terminology and philosophy of industrial education; objectives, analysis for manipulative and informational units, projects,

exercises, experiments, production jobs, demonstrations, textbooks, job, operation, assignment and information sheets, teaching aids, evaluations, progress charts, performance tests, master teaching plan, instructional guides and courses of study. On demand. (3)

IE593: Principles and Practices of Technical Subjects

A vocational teacher training course designed to serve trade, technical, health, CETA teachers. Designed to give practical and substantial assistance to instructors through the study of the most useful methods, basic principles, and techniques for teaching. (3)

IE594: Guidance in Career and Technical Education

Problems, methods, and procedures involved in assisting individuals to choose, prepare for, enter and become adjusted in their vocations. Designed for teachers and counselors, employment service personnel, and others. (3)

IE595: Teaching Adults in Career and Technical Education

Definition, importance, concepts, problems, and movement with characteristics, interests, and abilities of adults. Techniques of overcoming problem areas, methods of conducting classes, and role of school system in an adult vocational education program. (3)

IE596: Foundations of Career and Technical Education

Introduction to the foundations of vocational and industrial education including history, philosophy, definitions, state plan, handbook, certification, recertification, occupational surveys, safety programs, career education, area vocational-technical schools, co-op education, CETA programs, apprenticeships, related instruction, state department evaluations, accountability, follow-up studies, advisory committees, facilities, funding and federal acts. (3)

IE597: Coordination of Cooperative Education

Organization and operation of cooperative programs, including advisory committees, classroom, development of training stations, methods of instruction and student organizations. (3)

INDUSTRIAL MANAGEMENT (IM)

IM501: Independent Study in Industrial and Engineering Technology

Individualized independent investigation in laboratory and informational content. (1)

IM502: Problems in Industrial and Engineering Technology

Study of special concerns. (1)

IM503: Independent Study in Industrial and Engineering Technology

Individualized independent investigation in laboratory and informational content. (2)

IM504: Problems in Industrial and Engineering Technology

Study of special concerns. (2)

IM505: Independent Study in Industrial and Engineering Technology

Individualized independent investigation in laboratory and informational content. (3)

IM506: Problems in Industrial and Engineering Technology. Study of special concerns. (3)

IM581: Independent Study in Industrial and Engineering Technology

Individualized independent investigation in laboratory and informational content. (1)

IM583: Independent Study in Industrial and Engineering Technology

Individualized independent investigation in laboratory and informational content. (2)

IM585: Independent Study in Industrial and Engineering Technology

Individualized independent investigation in laboratory and informational content. (3)

IM601: Industrial Safety and Ergonomics

This course will examine the role and importance of management in producing and maintaining a safe workplace environment. Topics covered will include the role of Occupational Safety and Health Administration (OSHA) in industry and business, OSHA inspections, regulations, required documentation and legal and ethical issues regarding safety issues. (3)

IM602: Advanced Quality Concepts

This course examines the role(s) and application of quality concepts to modern industrial organizations. The key concepts related to Certified Quality Engineer certification exam will be covered. (3)

IM603: Industrial Supervision in a Diverse Workplace

The role(s) and knowledge required for managers to effectively supervise, interact, communicate, and motivate employees of various demographics in current work environments. (3)

IM605: Innovation for a Lean Enterprise

This course is aimed at preparing students for careers in industry. A team of students will identify and develop solutions to practical problems or market needs. Students will develop creative problem solving abilities and other skills necessary for innovative thought and innovation. (3)

IM606: Knowledge Management

The goal of the course is to prepare students to become familiar with the current theories, practices, tools and techniques in knowledge management (KM) organizations. In addition, students will learn to determine the infrastructure requirements to manage the intellectual capital in organizations. (3)

IM617: Manufacturing Resources Analysis

Prediction of costs involved in manufacturing processes and systems. Students learn how to create effective production and inventory control applications throughout all production phases. Activities will include application of Enterprise Resource Planning Software. (3)

IM681: Independent Study in Industrial and Engineering Technology

Individualized independent investigation in laboratory and informational content. (1)

IM683: Independent Study in Industrial and Engineering Technology

Individualized independent investigation in laboratory and informational content. (2)

IM685: Independent Study in Industrial and Engineering Technology

Individualized independent investigation in laboratory and informational content. (3)

IM693: Applied Research Project

Designed to develop an understanding of the process by which industrial supervisors respond to problems. Integrates research skills and professional practices and provides an opportunity to apply current research to an identified problem. (3)

IM694: Thesis (3)

INTERNATIONAL EDUCATION (IN)

IN510: Introduction to Comparative Education

A cross-national examination of various historical, political, economic, cultural, and social issues affecting education in selected countries throughout the world. Prerequisite: IN510 or graduate standing. (3)

IN520: Issues in Comparative and International Education

A cross-national examination of various historical, political, economic, cultural, and social issues affecting education in selected countries with emphasis on the nonwestern

world. Prerequisite: IN510 or graduate standing. (3)

IN550: International Education Internship

Intensive professional internship experience requiring demonstration of culturally appropriate intercultural education competencies. Prerequisites: EL274; IN510; IN520; UI347; or graduate standing. (3)

LITERATURE (LI)

LI510: Literature and the Bible

A study of literature based on Biblical parallels and archetypes. Includes novels, stories, poems, and plays. (3)

LI542: Literature for the Young Adult

A survey of the literature written for young adults (grades 7-12) with emphasis on literary analysis and evaluation of the literature and on the reading interests of young adults. (3)

LI560: Chaucer

Chief works of Chaucer and his time. (3)

LI565: Southern Literature

Southern writers from colonial days to the present, with particular emphasis upon the Southern Renaissance, c. 1920-1945. (3)

LI568: Nineteenth Century American Novel

Intensive reading of selected American novels from the beginning to 1890. (3)

LI570: Modern and Contemporary American Novel

A study of the contemporary American novel and new techniques in fiction as revealed in the works of novelists who have made their appearance since World War II. (3)

LI571: Contemporary American Poetry

An emphasis on critical interpretation of contemporary poetry. (3)

LI572: The Modern Essay

A study of the development of the personal essay form, intensive reading of works by contemporary American and British essayists, and composition of original personal essays. (3)

LI576: American Fiction of the Twenty-First Century

The study of the social and cultural junctures and fractures explored by twenty-first century American fiction and its criticism.-(3)

LI577: Studies in Early English Literature

A course which focuses on the study of early modern English literature from 1450-1785. It addresses issues, periods, or genre studies in the literature of England not addressed in the regular course listings. May be repeated for elective credit. (3)

LI578: Studies in Later English Literature

Studies in Romantic, Victorian, Modern, or Contemporary Literature: issue, period, or genre studies in British literature not addressed in the regular course listings. Topics will be announced when course is offered. (3)

LI582: Topics in Literature

Directed study of special topics in literature. (3)

LI605: Contemporary Anglophone Literature/ Contemporary Theory

An examination of contemporary literary theory through contemporary literature (British, Commonwealth, and post-colonial) which addresses the theoretical issues of our time. (3)

LI615: Practicum in Teaching Literature

Teaching practicum: Mentored experience in teaching undergraduate literature; experience includes techniques for writing, presenting, facilitating discussion, and finding employment. (3)

LI621: Cross-Cultural American Voices

Studies in fiction, poetry, drama, film, and nonfiction written by African American, Native American, Hispanic, Asian American, Jewish,

feminist, gay, lesbian, and other diverse voices. (3)

LI658: Literary Criticism

A course in the techniques of close analysis of literary form. (3)

LI665: Shakespeare

An extensive study of the works of William Shakespeare and Shakespeare criticism. (3)

LI674: Studies in Modern American Literature

A study of American literature from the Civil War to the present. Variable content; may be repeated. (3)

LI676: Early Twentieth-Century British Literature

Representative fiction, poetry, and drama in British and Irish literature from the late 1890s to the 1970s. This course will focus primarily on modernist literature (1890s through the 1940s), but will conclude with the mid-century's critique of modernism and an exploration of how the modern is echoed in the postmodern. (3)

LI679: Independent Study

Independent work in a specialized area not covered by regular course offerings. (1)

LI680: Independent Study in English

Independent work in a specialized area not covered by regular course offerings. (2)

LI681: Independent Study in English

Independent work in a specialized area not covered by regular course offerings. (3)

MANAGEMENT (MG)

MG526: Managing and Developing Talent

Covers the human resources activities of performance, management and training and development of talent. Emphasis is placed on practice, applications, and exercises. (3)

MG546: Acquiring and Compensating Talent

Covers the human resources activities of recruitment, selection and compensation of talent. Emphasis is placed on practice, applications, and exercises. Prerequisites: MG356 with minimum grade of C; or MBA program admission; or consent of instructor. (3)

MG550: Improving Team Performance

The course will investigate team performance and the skills and techniques required to improve team performance. Prerequisite: MG301 with minimum grade of C or equivalent; or consent of the instructor. (3)

MG566: Legal and Union Issues in Human Resources

Covers the human resources topics of employment law and labor relations. Emphasis on the impact of case law and union activity on organizations. (3)

MG560: International Management

Economic, cultural, political, and environmental variables of international management. Includes trends, organization for international operations, international management of human resources. Prerequisite: MG301 with minimum grade of C. (3)

MG566: Legal and Union Issues in Human Resources

Human resource topics of employment law and labor relations. Emphasis on the impact of case law and union activity on organizations. (3)

MG575: Information Technology Management

Business alignment with technology as pertaining to strategic frameworks for IT deployment in an organization. Applied nature, with discussions on industry practices. (3)

MANUFACTURING ENGINEERING TECHNOLOGY (MN)

MN512: Computer Integrated Manufacturing

Provides students an opportunity to study the integration of robots, CNC, CAD/CAM,

databases, and automated systems into the manufacturing environment. (3)

MN516: Manufacturing Seminar

This is a course involving all of the student's previous coursework in an interdisciplinary format. The course will cover the use of Mathematics, Physics, Product Design, Management, Materials, and Processes, to solve common industrial problems. (1)

MARKETING (MK)

MK555: Internet Marketing

An introduction to the Internet as part of a company's marketing strategy. Students will explore Internet consumer characteristics and behavior and their effect on web content. Prerequisites: AD101; MK301; with minimum grades of C. (3)

MK560: International Marketing

The marketing environments throughout the world and the management of the marketing function on a global scale. Prerequisites: MK301 with minimum grade of C. (3)

MATHEMATICS (MA)

MA623: Statistical Analysis for Forensic Science

Introduction to the statistical analysis of genetic data used in forensic science. Basic probability distributions used in analyzing genetic data will be discussed. Emphasis will be placed on estimation and statistical inferential procedures employed in forensic science. Prerequisite: MA140; or consent of instructor. (3)

MA523: Probability and Statistics I

An introduction to the theory of probability and statistics using the tools of calculus. Algebra of probability, random variables, discrete and continuous variables. Prerequisite: MA240. (3)

MA524: Probability and Statistics II

A continuation of MA523 with emphasis on applications. Sampling, estimation, hypothesis testing, regression, experimental design, non-parametric methods. Prerequisite: MA523. (3)

MA540: Projective Geometry

Non-Euclidean geometries, study of projective geometry, interrelationship of projective geometry to other geometries. Prerequisite: MA340; or consent of instructor. (3)

MA544: Numerical Analysis

Finite differences, numerical differentiation and integration, numerical solution of equations, linear systems of equations, and differential equations, with reference to algorithm speed and stability. Prerequisites: MA240; MA334. (3)

MA545: Linear Algebra and Matrices

Vector spaces, linear transformations, matrices, characteristic polynomials, eigenvalues, and eigenvectors. Prerequisite: MA445. (3)

MA546: Advanced Calculus I

Elementary set theory and topology, sequences and series, continuous and differentiable functions on Euclidean n -space. Prerequisites: MA240; MA250. (3)

MA547: Advanced Calculus II

Convergence of series of functions, Implicit Function Theorem, integration. Prerequisite: MA546. (3)

MA550: Differential Equations II

Theory and techniques of solving linear differential equations, nonlinear differential equations, partial differential equations, and boundary value problems, with an emphasis on series solutions, asymptotic expansions and Fourier series. Prerequisite: MA350. (3)

MA560: Research Methods of Mathematics

An overview of research methods. Practice in the methods for the formulation and solution of problems. Prerequisite: MA240 or MA445. (3)

MA580: Experimental Design and Analysis of Variance

Completely randomized design and analysis, randomized block design and analysis, factorial experiments, split-plot design and analysis,

repeated measurement experiments and analysis, analysis of covariance. Prerequisite: MA223; or consent of instructor. (3)

MA632: Foundations of Geometry

Historical development of the postulational approach to geometry, coordinatization of affine and projective planes and metric postulates for Euclidean, hyperbolic, and elliptic planes. (3)

MA633: Differential Geometry

Basic properties of curves and surfaces in three dimensional space, arc length, curvature, torsion. Frenet-Serret formulas, surface normal, tangent plane, fundamental forms of surface theory. Prerequisite: MA240. (3)

MA635: Topology

Study of sets, relations, functions, products, cardinality, metric spaces, topological spaces, convergence, continuity, separation axioms, connectedness, compactness, homotopy, and fundamental group. (3)

MA638: History of Mathematics

A historical account of mathematics from the time of Newton and Leibniz to its twentieth century developments. (3)

MA640: Seminar in Contemporary School Mathematics

A survey of the major issues and curricular trends in mathematics for secondary schools (7-12). Prerequisite: Secondary mathematics teaching experience or consent of instructor. (3)

MA643: Number Theory

A study of prime numbers, congruences, quadratic residues, and numerical functions. (3)

MA646: Modern Real Analysis

A study of sets, metric spaces, the Lebesgue integral, Hilbert space. Prerequisite: MA546 or the equivalent. (3)

MA647: Complex Analysis

Complex numbers, analytic function, integrals, power series, residues and poles, and conformal mapping. Prerequisite: MA240. (3)

MA648: Independent Study in Mathematics

Study of topics in specialized area not covered by regular course offerings. (1)

MA649: Independent Study in Mathematics (2)

MA650: Independent Study in Mathematics (3)

MA694: Thesis

Written report based upon investigation of some subject or the completion of a creative project. See Thesis Plan for additional information. (3)

MA695: Thesis

Second semester. (3)

MA696: Thesis

Second semester. (2)

MA697: Thesis

Second semester. (1)

NURSING (NS)

NS600: Theoretical Foundations for Nursing Practice

Provides a basis for examining theory construction and the role that theory plays in providing the scientific basis for nursing practice. (3)

NS605: Advanced Nursing Concepts

Orients students to advanced nursing roles. Particular emphasis is placed on working with individuals and families in rural communities. Students participate in service learning activities anchored in the university's service region. Prerequisite: Admission to the MSN program. (3)

NS610: Public Policy and Issues in Health Care

Explores the nature of the United States health care system and the economic, political, ethical, socio-cultural and environmental forces impacting on the delivery of health care in rural

and other settings. Examines health policy development and the role of nurses in advanced practice in analyzing the effect of policy on the health of rural families. Prerequisites: BSN; pre-approval of the Director of Graduate Studies. (3)

NS612: Nursing Legal and Ethical Issues

Analyzes legal and ethical situations from the consumer and professional perspective encountered in advanced nursing roles. (2)

NS620: Advanced Nursing Research Methods and Designs

Focuses on nursing research as a process in the development and testing of nursing theory. Critical analysis of nursing research, research designs, and the role of the advanced nurse practitioner as a consumer and practitioner of nursing research emphasized. History and trends in nursing research, ethical issues, and reporting outcomes discussed. Prerequisite: Completion of a basic course in statistics or instructor consent. (4)

NS625: Advanced Pharmacology

Builds on basic knowledge of pharmacology. Provides a comprehensive study for advanced practice nurses who manage drug therapy for a variety of patients. Commonly used drugs, pharmacokinetics, pharmacotherapeutics, and drug interactions studied in depth. A disease state approach is used. Legal aspects of prescribing, patient compliance, and cost-effective therapies discussed. Meets the requirements for prescription writing by advanced practice nurses. Prerequisites: BSN or instructor consent. (4)

NS628: Advanced Health Assessment

Builds on basic physical assessment skills, health history, and family dynamics. Systematic approach to health assessment is utilized. A combination of classroom, online, and clinical experiences. Prerequisite: BSN or instructor consent. (3.5)

NS629: Advanced Health Assessment

Practicum

Focuses on assessment skills necessary for the advanced practice nurse to perform in an advanced practice role. Clinical experiences are guided and directed by an experienced practitioner. Opportunities focus on integration of theory and practice. 45 clock hours. Corequisite: NS628. (.5)

NS635: Nurse Educator Practicum

A precepted advanced clinical experience in a selected clinical focus area. Prerequisites: Preparation of customized "Specialty Area Clinical Action Plan" designed to meet individualized learning needs; NS643; NS644. (3)

NS636: Advanced Pathophysiology and Symptom Management

Explores the physiologic human response to illness from a symptom management perspective. Prerequisite: Graduate status or consent of the instructor. (3)

NS638: Primary Care I Family Health

Prepares providers of primary health care to families in rural areas. Emphasis on defining needs of the members of the family across the lifespan, using concepts of family and rural health to achieve an optimal level of wellness. Focus on common etiologies of variances from the optimal level. Prerequisites: NS600; NS620; NS625; NS628*; NS636; or instructor consent. * If NS628 was completed prior to the summer semester immediately preceding enrollment into NS638, the student must complete a faculty supervised, comprehensive health and physical assessment, according to NS628 evaluation criteria. This assessment must be completed by the end of the first week of the NS638 fall semester and must be completed with 80% accuracy. Failure to complete the above will prohibit the student from progressing in NS638. Corequisite: NS639 or consent of instructor. (3)

NS639: Primary Care I Family Health Clinical**Practicum**

Focuses on preparation of the advanced practice nurse as a family nurse practitioner in a family practice setting. Practice guided and directed by an experienced practitioner. Opportunities to integrate theory and practice. Prerequisite: Instructor consent. Corequisites: NS638; NS642. (2)

NS641: Internship

Supervised and precepted practicum experience in the nurse educator role. 90 hours of clinical/classroom experience. Prerequisites: NS643; NS634. (1)

NS642: Advanced Roles Seminar

Presents theoretical content pertinent to the implementation of role development for the nurse practitioner and the nurse educator. Corequisite: NS644; or NS638 and NS639. (2)

NS643: Advanced Nursing Roles I: Nurse Educator

Explores implementation of advanced nursing specialty role of nurse educator in academic and practice settings, emphasis on role related to curriculum development. Three hours class and six hours lab per week. Prerequisite: Instructor consent. (4)

NS644: Advanced Nursing Roles II: Nurse Educator

Continues exploration of advanced theoretical and empirical knowledge related to nursing education; focuses on development of learning objectives, a variety of learner-centered teaching strategies, and classroom/clinical evaluation techniques for nursing education. Explores a variety of teaching/learning issues influencing the nurse educator role. Three hours class and six hours lab per week. Prerequisites: NS643 or instructor consent. (4)

NS648: Primary Care II Adult Health

Prepares providers of primary health care to clients in rural areas. Emphasis is on defining needs of adults with selected acute and chronic

problems, using concepts of family and rural health to assist in the achievement of optimal level awareness. Common etiologies and management plans focus of discussions. Prerequisites: NS638; NS639; or instructor consent. Corequisite: NS649. (3)

NS649: Primary Care II

Adult Health Clinical Practicum

Focuses on preparation of the advanced practice nurse as a family nurse practitioner in a family practice setting. Clinical practice guided and directed by an experienced practitioner. Opportunities focus on integration of theory and practice. Corequisites: NS 648; NS659. (2)

NS650: Topics and Issues in Nursing

Directed study of special topics and issues in nursing through seminars, forums, etc. (1)

NS651: Topics and Issues in Nursing

Directed study of special topics and issues in nursing through seminars, forums, etc. (2)

NS652: Topics and Issues in Nursing

Directed study of special topics and issues in nursing through seminars, forums, etc. (3)

NS659: Primary Care III Clinical Role Practicum

Focuses on development of the family nurse practitioner as primary care provider in a family practice setting. In depth practice provided with guidance and direction of an experienced practitioner. Practice areas provide role analysis, and integration through application of theory in the clinical setting. Twenty-four clinical hours per week (total of 360 clock hours). Prerequisite: NS649 or instructor consent. (4)

NS661: Independent Study (3)

NS662: Independent Study (2)

NS663: Independent Study (1)

NS694: Thesis

A written report based upon investigation of a nursing problem. See Department Thesis Guidelines for additional information. (3)

NS695: Thesis

Second semester. (3)

PHILOSOPHY (PL)

PL697: Independent Study in Philosophy

A study of a major trend or issue in philosophy with emphasis on interdisciplinary connections. (1)

PL698: Independent Study in Philosophy (2)

PL699: Independent Study in Philosophy (3)

PHYSICS (PH)

PH501: Optics

Geometrical and physical optics; Fourier analysis; interference, diffraction, double refraction, gratings and light in matter. Prerequisites: MA245; PH231 or consent of instructor. (3)

PH502: Modern Physics

Theory of special relativity, quantum physics, atomic structure, nuclear physics, elementary particles. Selected topics chosen from recent developments in physics. Prerequisites: PH231; MA245 or consent of instructor. (3)

PH503: Mechanics

Selected topics in Newtonian mechanics, including kinematics and dynamics of particles, oscillations, gravitation, Lagrangian and Hamiltonian dynamics, central-force motion, noninertial reference frames, and rigid-body dynamics. Prerequisites: PH231; MA245 or consent of instructor. (3)

PH504: Electromagnetics

Electric fields, potential and dielectrics, magnetic fields, magnetic properties of matter; Maxwell's equations and electromagnetic waves. Prerequisites: PH231; MA245; or consent of instructor. (3)

PH505: Quantum Mechanics

The fundamental postulates of quantum mechanics and their applications to selected systems. Topics include one-dimensional systems, perturbation theory, three-dimensional systems, angular momenta, one-electron atoms, Hartree-Fock formalism, variational principles and quantum theory of scattering. Prerequisites: PH360/PH502 or consent of instructor. (3)

PH570: Mathematical Physics

Selected topics in vector analysis, coordinate transformations, Fourier series, Legendre and Bessel functions, and partial differential equations. Emphasis on practical applications in physics. Prerequisites: MA350; PH231; or consent of instructor. (3)

PH618: Topics in Physics Education

A review of the basic content of physics coupled with pedagogical models appropriate for teaching in the elementary or secondary classroom. This course is not intended for students with an undergraduate physics major. (3)

POLITICAL SCIENCE (PS)

PS602: Fundamentals of Public Administration

A contemporary view of public agencies from an internal and external perspective. To introduce graduate students to the concepts and functions of administrative organizations. (3)

PS603: Public Personnel Administration

An analysis of public agency personnel practices, procedures, and issues. Exposes students to the history, concepts, research and operation of government personnel administration. (3)

PS605: Organization Theory and Behavior

This course will introduce students to the major concepts of organization theory and behavior. Topics include organization structure and design, bureaucracy, the systems concept,

leadership, culture, job satisfaction, and motivation. (3)

PS615: Government Budgeting

Procedures and decision-making strategies involved in the preparation, authorization, and expenditure of the budget at all levels of government. (3)

PS618: Public Policy Analysis

This course is a systematic introduction to the conduct of policy analysis. It is designed for practitioners and for those seriously interested in how policy analysts do their work. (3)

PS625: Administrative Law and Procedure

An analysis of rules, procedures and decision-making practices of public agencies at the state and federal level. (3)

PS630: Seminar in American Government

A study of problems facing national, state, and local government with emphasis on the one problem area chosen by the student. (3)

PS635: International Relations in Social Science Curriculum

Oriented toward developing a viable course in international relations involving the origin, history, functional structure, and objectives of international relations as a field of social science for the secondary school curriculum. (3)

PS640: Seminar in Twentieth Century Political Thought

Study of twentieth century political philosophies. (3)

PS645: Research Methods for Public Administrators

This course provides a foundation in the theory and practice of applied research methodology for public administrators, from conceptualization to practical data analysis. (3)

PS655: Federalism

This course covers the theory and practice of federalism and intergovernmental relations. (3)

PS687: Independent Study for Political Science

Directed individual study of special topics of particular interest to the student. (1)

PS688: Independent Study for Political Science
(2)**PS689: Independent Study for Political Science**
(3)**PS691: Topics in Political Science**

Analysis of variable topics in Political Science such as interest groups, rational choice theory or environmental politics. May be repeated for credit when different topics are offered. (3)

PS697: Internship

Provides graduate students with an alternative academic and practical learning experience with a public agency or nonprofit organization. Introduces the student to first-hand experiences in the operations and management practices of public agencies. For those presently employed in public agencies, internships will be in a different type of employment situation. (3)

PSYCHOLOGY (PY)**PY521: Advanced Child Development**

An in-depth investigation of selected topics in cognitive, social, emotional, and physical development from conception through late childhood. Prerequisite: PY120 or PY220. (3)

PY525: Maturity and Aging

Investigation of the physical, intellectual, social and cultural influences on post-adolescent development. (3)

PY529: The Psychology of Death and Dying

An examination of the processes of death, dying and bereavement in contemporary society. Topics will include the physiology, demography and classification of death, developmental changes in attitudes toward death, reactions to the knowledge of impending death and the needs of the dying patient; the process of

mourning and the needs of the bereaved; ethical issues related to death and dying; and the development of death education. (3)

PY531: Psychological Testing

Technical and methodological principles of test construction, as well as an overview of psychological tests employed in various applied settings. (3)

PY555: Health Psychology

Applications of psychology which contribute to the promotion of health and the prevention of disease through behavior change in health enhancing directions. Topics to be covered include health promotion and wellness, psychosomatic illness, risk factor identification, and disease prevention, and career opportunities in health psychology for administrators, service providers, and consultants. (3)

PY571: Introductory Behavioral Statistics

An introduction to descriptive and inferential statistics used in the reporting of educational and psychological research. (3)

PY650: Organizations as Open Systems

Organizations and organizational behavior are studied from an open system theory orientation. Social psychological principles are applied to problems of morale, motivation, productivity, effectiveness, communication, power, leadership, and change processes in organizations. (3)

PY690: Independent Study in Psychology (1)**PY691: Independent Study in Psychology** (2)**PY692: Independent Study in Psychology** (3)**PY930: Applied Regression Analysis**

An introduction to applied multiple regression/correlation analysis. Topics include matrix algebra, partial and semi-partial correlation, and hierarchical modeling. Prerequisite: PY571 or equivalent course in statistics. (3)

RECREATION (RC)

RC630: Program Delivery in Leisure Services

Comprehensive analysis of levels of leisure service delivery including needs assessment, program planning, inclusion and diversity issues, policy implementation, evaluation of program impact. Prerequisite: Graduate standing. (3)

RC680: Recreation in Community Development

An analysis of the role of recreation programming and facilities in the community, with emphasis on the importance of inclusion of leisure services in community development. Prerequisite: Graduate standing. (3)

SCIENCE TEACHING (ST)

ST601: Introduction to Science Education

Overview of current thinking and trends in science education, focusing on issues in science teaching, learning and learners, curriculum, and assessment. Emphasis on application of the ideas to science in the classroom, including practical techniques and multimedia strategies for science teaching and learning. Lightly blended course format. Students must have internet access. Prerequisite: Consent of instructor. (3)

ST603: Research Methods in Science Education

An overview of assumptions, limitations, and methods of research in science education with emphasis on classroom situations and application to published research; preparation of a proposal for classroom-based research. (3)

ST610: Integrated Science

An emphasis on the integrated nature of science in the natural environment and the design, development and study of teaching units integrating various topics from the fields of biology, chemistry, geosciences, and physics that are appropriate for science classes in a

variety of settings, including the public schools. Prerequisite: Consent of Instructor. (3)

ST630: History, Nature, and Social Perspective of Science

An examination of the history of human scientific endeavor and the exploration of nature. How scientific facts, ideas, principles, laws, and theories have changed with the change of our conceptions in view of new evidence will be explored. The course will focus on the issues that have emerged in human society because of science and scientific ideas of the nature and the way the world works. Only students in the On-Line Master's Program in Teaching and Learning in Elementary Education may enroll in this course. Prerequisite: Successful completion of the program's core courses. (3)

ST631: Teaching Science to Elementary Students-Content-Based Science Methodology

This is a content-based science methods course for teachers of elementary science. This course will examine the various methods and techniques of teaching elementary science content as reflected in the Show-Me State Standards. It will focus on the view that science can best be described as both a process and a set of ideas, and that it is the science process skills that generate understandings about the natural world and science itself. Only students in the On-Line Master's Program in Teaching and Learning in Elementary Education may enroll in this course. Prerequisite: Successful completion of the program's core courses. (3)

ST632: Field-based Inquiry and Problem Solving

This course involves the application of inquiry-based science learning processes to the student's real-life context or situations. Only students in the On-Line Master's Program in Teaching and Learning in Elementary Education may enroll in this course. Prerequisite: Successful completion of the program's core courses. (3)

ST633: Capstone. Curriculum, Instruction, and Assessment in Science Education

This course will address the issue of designing, implementing, and assessing a science curriculum, weaving the skills obtained in the other science courses within the program. Only students in the On-Line Master's Program in Teaching and Learning in Elementary Education may enroll in this course. Prerequisites: ST630; ST631; ST632. (3)

ST660: Advanced Topics in Science Education

An in-depth consideration of subject matter that is not a part of the established curriculum. Topics available can be obtained from the department chairperson. Lecture, discussion, and practical application sessions. Prerequisite: ST603 or consent of instructor. (3)

ST667, ST669: Independent Study in Science Education

Directed individual study in science education. (May be taken for 1, 2, or 3 hours of credit and may be repeated up to a maximum of 6 hours.) Prerequisite: Admission to the graduate program of the MNS in Science Education. Departmental approval of study plan and compliance with university guidelines for independent studies. (1-3)

SECONDARY EDUCATION (SE)

SE500: The Internet in Education

Study of the internet and its uses in education, including the design of educational web pages and planning of internet-based activities for students. In addition, this course will give students a background for the management issues surrounding the development and use of information technology in education. Prerequisite: EM102 or consent of instructor. (3)

SE600: Multimedia in Education

This is a product-oriented course that examines the role of a variety of media sources in the classroom. Working with sound, photos, and

video to design multimedia presentations will be a focal point of the course, and the integration of multimedia productions to in the content curriculum will be addressed. (3)

SE601. Schools in the Middle. This course is designed for persons interested in understanding more about the evolution, current structure, status and progress of middle schools. (3)

SE602: Effective Literacy Instruction at the Middle and Secondary Levels

Implementation of effective literacy programs that support content area learning and literacy through use of materials and methods that meet the needs of diverse learners. Pre- or Corequisite: SE601. (3)

SE603: Curriculum Development at the Middle Level

The course is designed for teachers of middle level students or persons interested in the curricular structure of the middle school. Prerequisite: SE602. (3)

SE604: Designing Interdisciplinary Units

The course is designed for teachers of middle level students. The course will focus on the relevance and design of interdisciplinary activities at the middle level. Prerequisite: SE603. (3)

SE605: The Affective Dimension of the Middle School

The course is designed for persons who work with early adolescents in the educational environment. Emphasis will be on enhancing self-perceptions of the early adolescent. Prerequisite: SE602. (3)

SE606: Using Multimedia in the Middle Level Classroom

This is a product-oriented course designed for teachers interested in learning to integrate multimedia presentations into the content curriculum. Participants will work together to produce a CD-ROM that includes multimedia

presentations to be used with the standard middle level curriculum. (3)

SE617: Foundations of Educational Technology

An introduction to educational technology and integration into educational programs through examination of history, philosophy, theory, planning, funding, and current issues and trends in technology. (3)

SE635: Theories of Learning and Instructional Strategies - Middle and Secondary

Introduces the student to theories of individual development, learning styles, organization and curriculum of middle and secondary schools, instructional strategies, and assessment. This course is designed for students without current teacher certification. Pre- or Corequisites: Graduate status; consent of instructor. (3)

SE637: Curriculum Construction (Secondary)

Designed to provide individuals with understanding of the theory and practice of curriculum development in middle and secondary schools. Prerequisite: Graduate Standing. (3)

SE638: Improvement of Instruction and Assessment

The class is designed for those teachers who are interested in increasing their knowledge and understanding of the teaching process and effective procedures for the improvement of instruction, classroom management, and assessment in the learning environment. (3)

SE639: Analysis/Prescription of Learning

Skills for participating secondary teachers common to instruction in all subject areas. Awareness of needs, identification of strengths, implementation, and evaluation. (3)

SE640: Supervised Field Study in Secondary Education

The supervised field study will provide the student with the opportunity to synthesize

knowledge from both professional education and the subject matter courses. This synthesis will occur primarily in an appropriate field site with on-campus meetings with the college supervisor. Prerequisite: Twenty-four semester hours completed, including GR691 and SE638. (3)

SE641: Teaching in Multicultural Society

The foundations of multicultural education are considered along with approaches to multicultural education and teaching strategies applicable to all ages/grades/subjects. (3)

SE680: Topics in Middle and Secondary Education

Directed study of contemporary issues in middle level and secondary education. (1-3)

SE681: Components of Professional Practice in Teaching

This field-based course provides novice teachers expanded mentoring through a comprehensive framework that provides theory, practice, collaboration, and reflection about best teaching practices. Prerequisite: Classroom instructional certification awarded by the state of Missouri. (2)

SE683: Instructional Design and Technology

Design and development of instruction for classrooms incorporating computers and multimedia tools to enhance learning through instructional materials and web pages. (3)

SE685: Planning for Technology in the School District

An examination of technology in school districts combined with an exploration of issues and trends from current literature and planning for future technology needs. (3)

SE694: Thesis

A written report based upon investigation of a subject or the completion of a creative project. See Thesis Plan for additional information. (3)

SE698: Independent Study in Secondary

Education

Independent work in a specialized area not covered by regular course offerings. Prerequisite: Consent of instructor. (1-3)

SOCIOLOGY (SO)

SO570: Sociology of the Child

Childhood and socialization; ecological, social and cultural forces. Both urban and rural environments will be covered to include the status of the child in social change. Prerequisite: SO101 or 102. (3)

SO600: Seminar on Sociological Concepts for Teachers

An introduction and evaluation of the basic concepts of sociology which could be taught to students. Examines the perspectives, theories and research methods specific to sociology. Prerequisite: SO100; or consent of instructor. (3)

SO605: Seminar on American Minorities

Evaluates the concepts, theories, and notion of change with regard to minority groups with reference to the concepts presented, and provides individuals (teachers) with a broader cultural background for effectively dealing with members of these different groups. (3)

SO687: Independent Study for Sociology

Directed individual study of special topics of particular interest to the student. On demand. (1)

SO688: Independent Study for Sociology (2)

SO689: Independent Study for Sociology (3)

SPANISH (SN)

SN635: Hispanic Civilization as a Background to Literature

Course offered in English to familiarize teachers with the historical, sociological, and political factors underlying artistic and literary movements in the Iberian Peninsula. (3)

SN636: Hispanic American Civilization as a Background to Literature

Course offered in English to familiarize teachers with the historical and sociological and political factors underlying artistic and literary movements in Latin America. (3)

SN640: Modern and Contemporary Latin American Literature

Study of modern and contemporary trends in Latin American literature. (3)

SPEECH COMMUNICATION (SC)

SC510: Communication Principles of Leadership and Team Building

A study and survey of leadership theories and concepts of team building. Emphasis on the communication competencies necessary for successful leadership and teamwork within the organizational culture. (3)

SC560: Organizational Communication

Study of communication functions and networks in organizations. Emphasis on leadership functions and principles needed for effective management of organizational communication processes. (3)

SPORTS MANAGEMENT (SM)

SM540: Legal Aspects of Sport and Physical Activity

This course is designed to introduce the student to the various legal principles applicable to the sport industry. Prerequisite: Senior or graduate standing or consent of instructor. (3)

SM570: Management and Leadership in Sport Organizations

This course will provide students with the opportunity to understand and apply contemporary management concepts to the operations of sport organizations. (3)

SM610: Principles and Practices of Sport Management

Sport management principles and practices for international, collegiate and professional sport. Prerequisite: Graduate standing. (3)

SM612: Topics, Issues and Trends in Sport

Directed study of special topics, issues and trends in sport through seminar. Prerequisite: Six hours of graduate credit in Athletic Administration or consent of instructor. (3)

SM655: Design and Operations of Sport Related Facilities

Prepares the prospective and practicing athletic administrator in the design and operations of sport related facilities. (3)

TESOL (TL)**TL525: Theories of Second Language Learning and Teaching**

Basic theories of second language acquisition and their implications for second language teaching, including work with ESOL students and development of personal theories of second language learning and teaching. (3)

TL530: Practicum for Teaching English to Speakers of Other Languages

This course provides students with practical classroom experience in teaching English to Speakers of Other Languages (ESOL). (3)

TL585: Methods and Techniques for Teaching ESOL

Introduces students to techniques for teaching ESOL. Includes curriculum development, class observations, and hands-on experiences. (3)

TL601: Research Methods in TESOL

An introduction to methods, analysis, interpretation, and presentation of original research in language, teaching, and composition. Course may be offered through several delivery modes (on-campus, Web-based, hybrid, etc.). (3)

TL610: Developing Intercultural Awareness and Competence

The course focuses on diverse worldviews, ethnic heritages and historical contributions of people from different regions of the world. The course provides an opportunity to develop

appropriate teaching strategies and materials to use in an intercultural/international classroom setting. (3)

TL620: Approaches to Teaching Grammar

Structural, transformational, and traditional approaches to the teaching of grammar. The class will be concerned with the ways in which they differ, and the underlying theories (philosophies) that gave rise to each approach. (3)

TL625: Materials Development and Assessment Tools for ESOL

Advanced course in the analysis and preparation of materials for teaching ESOL and the basics of test development in ESOL. (3)

TL630: Special Problems in TESOL

Professional seminar which focuses on current issues in the Teaching of English as a Second/Foreign Language. Topics vary from term to term according to the interests of the students. (3)

TL648: Foundations in Linguistics

A foundation course which uses Chomsky's generative paradigm to provide students with the skills needed to conduct basic linguistic analysis. Primary focus will be linguistic analysis, particularly in sociolinguistics, semantics, phonetics, phonology, morphology, syntax, and language acquisition. This course is offered as a multimedia online course. Computer literacy and e-mail access required. (3)

TL650: Approaches to Second Language Literacy Instruction

The course introduces current approaches and research supported practice in teaching reading, writing and academic literacy to nonnative English learners with an emphasis on the development of an informed personal approach to teaching second language literacy to targeted second language learners. Offered via the traditional classroom, ITV and web enhanced. (3)

THEATRE (TH)

TH663: Independent Study (3)

TELECOMMUNICATIONS & COMPUTER NETWORKING (TN)

TN562: Networking I

Comprehensive overview of networking; from fundamentals to advanced applications and services. The course emphasizes concepts and skills required to design networks, while providing opportunities for practical application and hands-on experience. Topics include data networks and the Internet, layered communications, networking models, networking services and protocols. (3)

TN563: Local Area Network Switching

Switching and operation of networking technologies and protocols. Topics include operation and security configurations of VLAN, trunking, VTP (VLAN Trunking Protocol), inter-VLAN routing and layer two networks. (3)

TN564: Telecommunications and Networking II

Advanced networking course focusing on the purpose, nature, and operations of routers and routing protocols. The course emphasizes IOS installations, configurations and maintenance of routers. Details of routing protocols including both distance vector and link state algorithms. Configuration and troubleshooting of routing protocols in routed networks. (3)

TN565: Network Management

Design, performance analysis, monitoring, optimization, and troubleshooting of modern data communication networks. Topics include managing TCP/IP networks using SNMP, protocol analysis, remote management, and performance improvement. (3)

TN566: IP Telephony

Theories of Voice over IP (VoIP) and data networking. Topics include TCP/IP network, voice packetizing and compression, VoIP

protocols and architecture, Quality of Service (QoS) and security of IP telephony systems. (3)

TN625: Wireless Communications and Mobile Data Networks

Topics in analog cellular phone systems (AMPS); digital cellular standards. GSM, IS-95; short message service (SMS); 2.5 G data services; cellular standards (CDMA 2000 and WCDMA/UMTS); Wireless LANs (IEEE 802.11); Bluetooth; Mobile IP; ad hoc and sensor networks. (3)

TN635: Network Security

Topics in security services, threats, and vulnerabilities for networked environments. Principles of cryptography, security protocol design and analysis, node and service authentication, address spoofing, hijacking, SYN floods, sniffing, viruses, intrusion detection, firewalls, and ethical and legal issues. (3)

UNIVERSITY STUDIES (UI)

UI500: History of the English Language

Origin and development of the English language, including grammatical forms, principles of sound change, and growth of English vocabulary. (3)

UI501: Principles of Language

Study of nature of language, including its systems, role in society, historical changes, writing systems, the language acquisition process, biological foundations, and machine languages. (3)

UI504: Leaders of Social Change

A course in rhetorical criticism, exploring how rhetorical theories help us process and appreciate the substance of speeches and the effectiveness of speakers. (3)

UI505: Health-Related Quality of Life Across Life Span

A critical exploration of "Quality of Life" or overall well-being related to health conditions

among pediatric, adult, and geriatric populations across the life span. (3)

ZOOLOGY (ZO)

ZO501: Fundamental Concepts of Zoology

Diversity of animal life with emphasis on invertebrates. Comparison of the major animal phyla emphasizing integration of function and form. Does not count toward completion of a graduate degree. Prerequisite: Admission to Graduate Study in Department of Biology; 30 semester hours of acceptable undergraduate credit in science and mathematics. Two hours lecture; one 2-hour lab. (3)

ZO614: Developmental Biology

The differentiation of germ layers into tissues and organs with an emphasis on genetic processes and morphological patterns. Prerequisite: BI381. Two hours lecture; one 2-hour lab. (3)

ZO620: Animal Behavior

An evolutionary approach to the study of behavior of the individual and group. Topics include proximate and ultimate explanations of behavior. Prerequisites: BI154; MA134 or MA135 or MA139 or MA140. (3)

ZO630: Invertebrate Zoology

Invertebrate biology, diversity, phylogeny, structure, life history, development, and additional selected topics in invertebrate zoology. Prerequisite: ZO 200 or permission of instructor. Studio style course: three 2-hour periods. (4)

ZO641: Parasitology

Introduction to the symbiotic association known as parasitism, with special emphasis on animal parasites. Protozoa, platyhelminths, and nematodes are stressed, particularly host-parasite relationships and life cycles. Prerequisite: BI154. One hour lecture; two 2-hour labs. (3)

ZO659: Mammalogy

An introduction to the ecology, zoogeography, structure/function, evolution, and behavior of mammals. Prerequisite: BI 154. One-hour lecture; two 2-hour labs or field trips; two weekend field trips. (3)

ZO660: Herpetology

An introduction to the biology of the amphibians and reptiles. Evolutionary history, ecology, behavior, physiology, and distribution. Prerequisite: BI154. (3)

ZO665: Entomology

Insect biology, diversity, structure, physiology, behavior, control and additional selected topics in entomology. Prerequisite: BI154; or AO120 and AY101 and HO130. Two hours lecture; one 2-hour lab. (3)

ZO666: Ornithology

The physical structure, habits, ecology, geographical distribution, physiology, evolution, and conservation of birds are discussed. The emphasis will be on current topics in the scientific literature. Prerequisite: BI154 or equivalent. Two hours lecture; one 2-hour lab. There may be one Saturday field trip. (3)

ZO669: Vertebrate Adaptations

A survey of vertebrate adaptations to aerial, arboreal, aquatic, and terrestrial environments. Mechanistic and morphological adaptations for feeding, thermoregulation, locomotion, reproduction and sensory systems are among the topics included for study. Prerequisite: BI154. One hour lecture; two 2-hour labs. (3)

ZO678: Ichthyology

An introduction to the evolution, zoogeography, taxonomy, and ecology of fishes with particular reference to Missouri fishes. Prerequisites: BI154 and ZO200. Two hours lecture; one 2-hour lab or field trip. One Saturday and one week-end field trip required. (3)

Note: The following courses are offered through the Gulf Coast Research Laboratory, Ocean Springs, Mississippi. Credit is awarded by Southeast Missouri State University Department of Biology. See department chairperson for details.

ZOOLOGY (GULF COAST) (ZO)

ZO500/502: Marine Invertebrate Zoology and Laboratory

A concentrated study of the important free-living, marine and estuarine invertebrates of the Mississippi Sound and adjacent continental shelf of the northeastern Gulf of Mexico with emphasis on structure, classification, phylogenetic relationships, larval development, and functional processes. Prerequisite: Sixteen hours of zoology including at least an introductory course in invertebrate zoology. (5)

ZO510/511: Comparative Histology of Marine Organisms and Laboratory

A detailed study of the histological organization of representative marine organisms. Fixation, processing, and study of tissues using light microscopy, transmission electron microscopy, and scanning electron microscopy. The relationship between structural changes and physiological changes during the life cycle of organisms. Histopathology with respect to tissue responses to infection and to damage by toxic agents. (6)

ZO540/541: Parasites of Marine Animals and Laboratory

A study of the parasites of marine and estuarine animals with emphasis on morphology, taxonomy, life histories, and host-parasite relationships. (6)

ZO552/553: Marine Fisheries Management and Laboratory

An overview of practical marine fisheries management problems. Prerequisite: consent of instructor. (4)

ZO554/555: Marine Aquaculture

and Laboratory

An introduction to principles and technologies applied to the culture of commercially important marine organisms. Prerequisite: 16 hours of biology. (6)

ZO559/560: Marine Mammals and Laboratory

Emphasis on the natural history and population ecology of cetaceans, including life history, distribution, population dynamics, diet and feeding, social structure, evolution, and zoogeography. Marine mammal identification, survey techniques and applications, photo-identification techniques and applications. Prerequisites: Sixteen hours of biology, including general zoology and general botany; and Marine Science I, Marine Science II, or Marine Ichthyology. (5)

ZO561/562: Marine Ecology and Laboratory

A consideration of the relationship of marine organisms to their environment. The effects of temperature, salinity, light, nutrient concentration, currents, food, predation, and competition on the abundance and distribution of marine organisms are considered. Prerequisite: Sixteen hours of biology, including general zoology, general botany, and invertebrate zoology. (5)

ZO563/566: Fauna and Faunistic Ecology of Tidal Marshes, Seagrasses, and Sand Beaches and Laboratory

A field survey course dealing with the taxonomy, distribution, trophic relationships, reproductive strategies, and adaptations of animals commonly found associated with tidal marshes, seagrasses, and sand beaches with emphasis on those occurring in the northern Gulf of Mexico. Abiotic and biotic factors controlling or limiting the occurrence and distribution of fauna in these three habitat types will be compared and contrasted. Prerequisite: 16 hours of biology and junior standing or consent of instructor. (5)

ZO564/574: Marine Ichthyology

and Laboratory

A study of the biology of marine fishes. Emphasis placed on the principles involved in the classification and taxonomy of marine and estuarine fishes. Prerequisite: 16 semester hours of biology, including comparative anatomy. (6)

ZO565/567: Early Life History of Marine Fishes and Laboratory

Reproductive strategies and early developmental processes of marine fishes. Includes discussion of temporal and spatial distribution patterns, population dynamics, and ecological interactions of fish eggs and larvae; role of early stages of fishes in fisheries, oceanography, marine ecology, and systematics; methods of sampling and identifying fish eggs and larvae; data quantification and analysis; rearing experiments; techniques for studying larval fish dynamics. (4)



Southeast
Missouri State University

University Personnel

**SOUTHEAST MISSOURI STATE UNIVERSITY
ADMINISTRATIVE OFFICERS**

Kenneth W. Dobbins (1991)
President (1999)

Ronald Rosati (2010)
Provost

Deborah Below (2002)
Vice President, Enrollment Management and
Student Success (2013)
Dean of Students (2013)

Kathy Mangels (1995)
Vice President, Finance and Administration
(2006)

William R. Eddleman (1994)
Vice Provost/Dean, School of Graduate Studies
(2011)

William Holland (2005)
Vice President, University Advancement/
Executive Director, Foundation (2009)

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Dept. of Economics and Finance, Dr. Rebecca
Summary
Dept. of Management & Marketing, Dr. Judy
Wiles

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Dept. of Elementary, Early, and Special
Education, Dr. Julie Ray (Interim)
Dept. of Middle and Secondary Education,
Dr. Simin Cwick

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Dept. of Communication Disorders, Dr. Thomas
Linares

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Dr. Diana Bruns
Dept. of Health, Human Performance and
Recreation, Dr. Joe Pujol
Dept. of Human Environmental Studies,
Dr. Shelba Branscum
Dept. of Nursing, Dr. Gloria Green
Dept. of Social Work, Dr. Michael D. Parker

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Williams
Dept. of English, Dr. Carol Scates
Dept. of Global Cultures and Languages
Dept. of History, Dr. Wayne Bowen
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Dept. of Psychology, Dr. Leslee Pollina
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Dr. David Probst

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SCHOOL OF UNIVERSITY STUDIES
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ACADEMIC INFORMATION SERVICES
Dr. David Starrett, Dean

ONLINE AND EXTENDED LEARNING
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