



# 2018-2019 Undergraduate Catalog

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# UNDERGRADUATE CATALOG

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Welcome to Missouri Western State University's 2018-19 online catalog. This catalog outlines academic programs, course information, degree requirements and policies as well as providing general information and resources.

While this catalog is an excellent resource for information, students are responsible for understanding the requirements for meeting degree or certificate completion.

University Telephone (816) 271-4200

Admissions (816) 271-4266

Admissions Toll Free 1-800-662-7041

4525 Downs Drive, St. Joseph, Missouri 64507-2294

Missouri Western is an equal opportunity  
educational institution/employer.

# UNIVERSITY INFORMATION

Missouri Western State University has a proud tradition of providing a high quality, affordable education to students in the state of Missouri and beyond. More than 28,000 alumni have transformed their lives, and the lives of their families, through the power of a Missouri Western education.

From its founding as the St. Joseph Junior College in 1915 to becoming a comprehensive, master's granting university in 2005, Missouri Western has remained committed to being a University where all students, from all backgrounds, have the opportunity to succeed.

Students hail from throughout the United States and more than 30 countries. Missouri Western alumni continue to deepen the University's impact on the community, region, nation and world.

Missouri Western is a four-year, state-supported institution providing a variety of degree programs through the college of liberal arts and sciences, the college of professional studies, the School of Fine Arts, the Craig School of Business & Technology, School of Nursing and Health Professions and the Graduate School. The University is authorized under Missouri statutes to offer professional master's degrees, four-year baccalaureate programs, two-year associate degrees, pre-professional transfer programs and one-year certificates. In addition, the University offers continuing education courses, seminars, conferences and workshops through the Western Institute.

## The Griffon

A Griffon, which is half lion and half eagle, was chosen in 1918 as the mascot of St. Joseph Junior College, the institution which later became Missouri Western State University. The mythical creature was selected because it is considered a guardian of riches, and education is viewed as a precious treasure. Its wings are spread in the shape of the state of Missouri to signify the union of the college with the state.

## Vision, Mission and Values

### Vision

Missouri Western will be the premier open access regional university, known for transforming the lives of our students and the communities we serve Missouri.

### Mission

Western State University is a student-centered learning community preparing individuals for lives of excellence through applied learning.

### Values

In fulfilling our mission and pursuing our vision, we the people of Missouri Western State University hold in common these values:

#### **Service**

We share the common purpose of serving students, one another and the people of the region.

#### **Quality**

We are committed to the quality of our programs, our students, and our partnership with the people of the region.

#### **Enthusiasm**

We are enthusiastic about learning and confident that we can make a difference in the lives of students through their learning.

#### **Freedom**

We promote the free exchange of ideas that makes education liberating and democracy unique.

#### **Respect**

We act as individuals and as a campus community with respect for diversity and for the best in human potential.

#### **Courage**

We seek the challenge and adventure of shaping the future with an increasingly global perspective.

## Applied Learning

(816) 271-4364

[www.missouriwestern.edu/appliedlearning](http://www.missouriwestern.edu/appliedlearning) (<http://www.missouriwestern.edu/appliedlearning>)  
[appliedlearning@missouriwestern.edu](mailto:appliedlearning@missouriwestern.edu)

In August of 2005, Missouri Western achieved university status and was designated as having a statewide mission in applied learning. Applied learning refers to student learning that occurs in nontraditional contexts on or off the university campus, involves "hands-on learning," and can be either credit-bearing or noncredit bearing. Over 98% of Missouri Western students experience a credit-bearing applied learning course during their time at Missouri Western, and some programs require that all students complete such an experience.

Missouri Western's applied learning experiences align closely with the Missouri Department of Higher Education's high impact educational experiences and include learning communities, collaborative assignments and projects, student/faculty research, service learning, study abroad, internships/practica/student teaching and focused field experiences. The common thread among all of these experiences is that they take place outside of the typical classroom setting. Even undergraduate research, which may occur in a laboratory setting, involves presenting research findings in a conference-type setting. Internships and practica typically take place off campus. Service-learning integrates academic content with community need in ways that enhance both student learning and community outcomes. Study abroad experiences broaden our students' perspectives to provide a richer context for the academic knowledge they are acquiring. Each form of applied learning involves moving beyond the classroom walls to apply and understand content in context.

Noncredit bearing applied learning occurs through portions of the co-curriculum, and includes a wide variety of cultural events. Participation in the co-curriculum is not required, but encouraged, for all students.

## Admission

At Missouri Western State University, everything is possible. We believe that Griffons are called to be leaders in their community and that our students have the ability to positively influence the world around them. We are a fully accredited university that is home to more than 5,300 students from 40 states and 37 countries. Your life-changing journey, filled with unique possibilities, starts here.

- Freshman Admission (<http://catalog.missouriwestern.edu/undergraduate/university-information/admission/freshman-admission>)
- Transfer Admission (p. 6)
- Returning/Special Student Admission (p. 7)
- International Student Admission (p. 8)
- Advanced Placement/Credit (AP, IB) (p. 9)
- First Year Experience (p. 9)

### Early Application is Strongly Encouraged

New students enrolling for the first time must submit a complete application file at least three weeks before registration begins or they must pay a \$20 late application fee. The University reserves the right to rescind an offer of admission should updated or additional documentation become available.

Applicants for admission are required to disclose details of previous felony convictions (including a plea of guilty, a plea of no contest, withholding of adjudication or their equivalents). The Office of Admissions may require additional information from the applicant prior to reaching an admission decision. The University reserves the right to deny admission to an applicant or admit with restrictions based upon a review of these details. Misrepresentation of the facts or failure to provide requested information could be cause for refusal of admission, cancellation of admission or suspension from the University.

## Transfer Admission College Transfer

A transfer student is a student who has enrolled and completed at least one credit hour in a college or university after high school (not including the summer immediately following high school graduation), but has never attended Missouri Western.

To be admitted in this category, applicants must provide:

1. An application for admission.
2. An official transcript from each undergraduate college and university attended. Student transcripts received from other colleges and universities become the property of Missouri Western, and are not reissued to the student or to another institution.
3. An official high school transcript and ACT/SAT scores if applicant has earned less than 24 transferable credit hours.

Students who have completed an Associate of Arts degree (AA), a bachelors degree or the Missouri 42-hour general education block (must be noted on the transcript or other official document) from a regionally-accredited institution, are considered to have satisfactorily completed Missouri Western's general studies requirements (some exceptions apply which will be evaluated on a course-by-course basis). Completion of general studies requirements does not waive departmental major prerequisites. A transfer student who has completed any other degree will have their courses evaluated on a course-by-course basis.

Missouri Western accepts unlimited lower division transfer hours (100-200 level) from accredited two-year colleges. Graduation requirements which may impact a transfer student include:

- Earn a minimum of 120 credit hours (including 60 hours from a senior college in the following departments: Art; Biology; Chemistry; Communication and Journalism; Theatre, Cinema and Dance; Computer Science, Mathematics and Physics; Economics, Political

Science and Sociology; English and Modern Languages; History and Geography; Philosophy and Religion; Music; and Psychology)

- Earn a minimum of 30 credits in upper-division coursework (300-400 level). Lower division transfer courses accepted as meeting upper division departmental course requirements cannot be used to fulfill this requirement.
- Earn 30 of the last 45 credits at Missouri Western in institutional coursework
- Refer to [www.missouriwestern.edu/transfer](http://www.missouriwestern.edu/transfer) (<http://www.missouriwestern.edu/transfer>) for transfer credit equivalencies and guidelines

## CORE 42 MOTRansfer Guaranteed

The Missouri Higher Education Core Transfer Curriculum is a recommended lower-division core curriculum of forty-two semester credit hours intended to facilitate student transfer among Missouri's public institutions of higher education. It is a statewide general education course of study intended to ensure that all graduates possess a common core of college-level skills and knowledge.

Effective Fall 2018, a student who attends another Missouri public college or university after high school graduation, has attempted 12 credit hours or more, and whose first term at Missouri Western is subsequent to this attendance, is eligible for CORE 42.

Once a student applies for admission to MWSU and is identified as CORE 42 eligible their student record will be coded appropriately. The student's degree audit on Griffon GPS will reflect the CORE 42 general education curriculum and transfer courses which meet requirements will show as complete.

CORE 42 is comprised of dozens of courses distributed across five knowledge areas.

- Mathematical Sciences
- Written and Oral Communications
- Natural Sciences
- Social & Behavioral Sciences
- Humanities and Fine Arts

The courses in each knowledge area are designated with a Missouri Transfer (MOTR) course number, which guarantees the one-to-one transfer among all Missouri public institutions of higher education.

Missouri Western MOTR courses are identified within the course description in the university catalog and within the semester schedule [www.missouriwestern.edu/schedule](http://www.missouriwestern.edu/schedule) (<https://www.missouriwestern.edu/schedule>). MOTR courses from other Missouri schools can be found at <https://dhe.mo.gov/core42.php>.

More information can be found at

- Missouri Western CORE 42 (<https://www.missouriwestern.edu/registrar/core42>)
- Missouri Journey to College (<https://journeytocollege.mo.gov/finish/transfer-credit/core-42>)
- Missouri Department of Higher Education (MDHE) (<https://dhe.mo.gov/core42.php>)
- Admissions Office at 816.271.4266, Eder Hall 101
- Registrar's Office at 816.271.4211., Eder Hall 102



## Determination of Transferability

Missouri Western adheres to the guidelines of the Missouri Articulation Agreement. Transfer coursework is evaluated, credit is awarded and policies applied in the same manner applicable to currently enrolled Missouri Western students. Applicants who are considering transferring to Missouri Western should refer to the Table of Academic Standards to determine their incoming academic standing for transfer admission purposes.

Missouri Western awards transfer credit for undergraduate coursework completed at regionally accredited associations recognized by the United States Department of Education (USDE). A full list of those agencies can be found at [www.chea.org](http://www.chea.org).

Transfer credit is:

- Awarded if it was completed at the prior institution after they received accreditation or during the period that they were granted candidacy status from a regional accrediting body as stated above.
- Not awarded for coursework completed at institutions not accredited as stated above. Exceptions may be approved through the transfer appeals process. See "Appeal Procedure for Transfer Credits."
- Awarded to graduate level students for graduate coursework approved by the head of the appropriate graduate program or the Dean of Graduate Studies.
- Typically not awarded for vocational-technical programs or practical training. Exceptions may be approved for specific programs, degrees, articulated agreements or by approval of the appropriate academic department chair, dean or the Admissions and Graduation Committee. The Bachelor of Science in Technology (BST) has been designed to incorporate AAS degrees from regionally accredited institutions.
- Awarded for a limited number of religion courses that are substantially similar to courses offered at Missouri Western. Courses in mission, theology, doctrine, and religious education are not accepted.
- Awarded to students only if they enroll at Missouri Western subsequent to completing coursework at other institutions (exceptions may be approved by the Registrar's Office).

## Appeal Procedure for Transfer Credits

A student has the right to appeal a denial of transfer credit at Missouri Western. After consulting the Office of Admissions, a student wishing to appeal should take the following steps:

The student wishing to appeal must:

1. File an appeal with the Admissions and Graduation Committee (contact the Registrar's Office, Eder 102 with questions).
2. Indicate specific transfer course and proposed MWSU equivalent/requirement for each transfer course.
3. For each transfer course submit a course description, a course syllabus and if appealing coursework from an institution not regionally accredited, the credentials of the instructor.
4. For each general studies transfer request provide documentation if the course was considered a general education course at the transfer school.

After all appeal steps internal to Missouri Western have been exhausted, a transfer student may appeal to the state level Committee on Transfer and Articulation, <http://dhe.mo.gov/policies/credit-transfer.php>.

## Misrepresenting or Falsifying Information

Any student who misrepresents, falsifies or withholds required information will be referred to the Admissions and Graduation Committee for review and appropriate action. Such action may result in being denied admission to Missouri Western or immediate dismissal from Missouri Western. The University reserves the right to investigate and review the records of any prospective student to determine the applicant's eligibility to enroll.

## Returning/Special Student Admission Special Student

This category is for the student who is not seeking a degree or certificate at Missouri Western. The following guidelines apply:

- A student under suspension is not eligible to be admitted under this category.
- A student who applies and is admitted as a special student is not eligible for financial assistance through the University.
- A student will not be permitted to switch to special student status to avoid penalties imposed by the University.
- Transfer work, credit by examination (AP, IB, test-out, CLEP) and non-traditional credit will not be evaluated or posted on the Missouri Western transcript for any student who is admitted under this category.

A student who later decides to seek a degree at Missouri Western must re-apply for admission in the appropriate admission category and submit all college transcripts and pertinent test and non-traditional credit for evaluation. Consult the Office of Admissions with questions concerning the appropriate admission status. All applicable credits earned as a special student will be applied to the new admission status.

## Self-Enrichment

To be admitted in this category, applicants must provide:

1. Completed application for admission.

## Visiting High School Student

Students currently enrolled in high school who are seeking admittance to Missouri Western on a part-time basis concurrent with high school attendance must provide:

1. Completed application for admission.
2. Certification and approval from the high school principal or counselor (required each semester prior to enrollment).
3. Evidence of completion of junior year in high school.

## Visiting College Student

Students who are attending another college or university and wish to take courses at Missouri Western and then transfer the Missouri Western coursework to the parent institution for degree applicability must provide:

1. Completed application for admission.
2. Unofficial transcript or Letter of Good Standing from the parent institution which reflects the student is academically eligible.

## Returning to Missouri Western or Seeking Certification

### Returning to Missouri Western (Re-admitted Student)

Students whose last attendance at Missouri Western State University was other than in the semester prior to that for which application is being made must provide:

1. Completed application for admission to reactivate your record.
2. Official transcript from each undergraduate college and university which has been attended since last enrolled at Missouri Western.
3. Payment of any prior financial obligation to Missouri Western.

### Purposes of Certification

Students seeking postgraduate teacher certification, or other forms of professional certification for which Missouri Western has an academic program, are required to provide information as a college transfer or as a returning Missouri Western student as indicated previously.

## Misrepresenting or Falsifying Information

Any student who misrepresents, falsifies or withholds required information will be referred to the Admissions and Graduation Committee for review and appropriate action. Such action may result in being denied admission to Missouri Western or immediate dismissal from Missouri Western. The University reserves the right to investigate and review the records of any prospective student to determine the applicant's eligibility to enroll.

## Senior Citizen Registration

Persons 65 years of age or older may register for undergraduate courses as a non-degree seeking student without payment of tuition, but may be subject to fees and other expenses. All Senior Citizens should make their status known to the Financial Aid Office (Eder Hall 103) during registration to assure correct fee assessment. Senior Citizens desiring to register for CED courses as non-credit seeking students should contact the Western Institute Office.

## Veterans

Missouri Western State University assists military members and veterans, their dependents and active duty service-members attending classes and receiving veteran benefits. The University is a Yellow Ribbon Program participating institution, participates in the Community College of the Air Force's (CCAF) General Education Mobile (GEM) program and is in compliance with the requirement of PL 113-146 the Veteran Access, Choice and Accountability Act of 2014, Section 702, as amended.

Application forms for educational assistance (G.I. Bill) and general information for military members and veterans are available in the Financial Aid Office. Also refer to: [www.missouriwestern.edu/finaid/](http://www.missouriwestern.edu/finaid/) veterans (<http://www.missouriwestern.edu/finaid/veterans/>).

Students who successfully complete Basic Training in any of the United States Military branches or ROTC Basic Camp will be granted four hours of credit which will complete the general studies Category 5: Physical Health requirement. The credit will be granted by the Office of Admissions upon presentation of the DD 214, a joint services transcript, an official certificate of completion or a letter from a Commanding Officer indicating completion of training. Further, students who officially declare a Military Science minor with the Military Science department will also be granted

four hours of credit which will complete the general studies Category 5: Physical Health requirement.

## International Student Admission International Students (F1)

To be admitted in this category, applicants must provide:

1. Complete an Application for admission and pay the \$50 application fee.
2. TOEFL (Test of English as a Foreign Language) scores with a minimum of 72 on the Internet based exam, or 5.5 on the IELTS (International English Language Test System). NOTE: If you do not meet the English requirement you may apply for the Intensive English Program.
3. Official secondary school transcripts with English translation of all coursework. The records must indicate secondary education completion and graduation. Effective Spring 2018: Full-time admission will be granted to first-time students who have a minimum 2.0 GPA on a 4.0 scale and to transfer students who have not completed 24 credit hours of non-ESL coursework but have a minimum 2.0 GPA on a 4.0 scale.
4. International students transferring from other U.S. colleges or universities must submit official and complete transcripts from each institution to determine eligibility. If the student has studied outside of the U.S., they must submit official and complete transcripts from each institution and course descriptions to determine college credit. If the documents are not in English, the student must also provide an English translation. If the student chooses not to provide transcripts and course descriptions, the student must arrange and pay for a course by course evaluation from a NACES accredited evaluation provider such as WES at [wes.org](http://www.wes.org). (<http://www.wes.org>)
5. Financial Support Form and verification of financial resources (students must make payment by the first day of classes).
  - Applicants must submit Mumps, Measles, & Rubella Immunization Certificate and be tested for Tuberculosis.
  - Health insurance is required of all international students with a F1 visa status. Students must enroll in the Missouri Western International Student Health Plan. The cost of the required coverage must be paid by the student and will be applied to the student's account upon registration.

Missouri Western will only issue an I-20 form when all requirements for admission have been met. Accepted undergraduate international students must be enrolled as a full-time student (12 semester hours) during each semester in order to maintain their F1 visa status.

## Exchange Students (J1)

1. Complete the Application for Admission, Exchange Application and Application Fee of \$50 U.S. dollars.
2. TOEFL (Test of English as a Foreign Language) scores with a minimum of 72 on the Internet-based exam, or 5.5 on the IELTS (International English Language Test System).
3. Transcript from home institution.
4. Two letters of recommendation from professors that can certify applicant's English ability.
5. Financial Support Form and verification of financial resources (students must make payment by the first day of classes).

6. Health insurance is required of all international students with a J1 visa status. Students must enroll in Missouri Western's International Student Health Plan. The cost of the required coverage must be paid by the student and will be applied to the student's account upon registration.
- Applicants must submit Mumps, Measles, & Rubella Immunization Certificate and be tested for Tuberculosis.

Note: Students whose immigration status is other than F1 or J1 will be reviewed for admission on a case by case basis.

## Misrepresenting or Falsifying Information

Any student who misrepresents, falsifies or withholds required information will be referred to the Admissions and Graduation Committee for review and appropriate action. Such action may result in being denied admission to Missouri Western or immediate dismissal from Missouri Western. The University reserves the right to investigate and review the records of any prospective student to determine the applicant's eligibility to enroll.

## Advanced Placement/Credit (AP, IB) Advanced Placement Program Tests (AP)

Several departments at Missouri Western give credit for Advanced Placement Program Tests. Information regarding specific course credit is available online at [www.missouriwestern.edu/admissions/advanced-placement-ap](http://www.missouriwestern.edu/admissions/advanced-placement-ap) (<http://www.missouriwestern.edu/admissions/advanced-placement-ap>). Please note that Missouri Western State University may accept a total of 30 credit hours (maximum applicable to a degree) obtained through non-traditional credit, such as Advanced Placement. A student must be a current degree-seeking student at Missouri Western before AP credit is entered on the transcript.

## International Baccalaureate (IB)

Missouri Western State University will grant credit for International Baccalaureate subject examinations. For a complete listing of IB scores required and the Missouri Western course equivalencies, please visit the Office of Admissions website at [www.missouriwestern.edu/admissions/freshman-students/ib](http://www.missouriwestern.edu/admissions/freshman-students/ib) (<https://www.missouriwestern.edu/admissions/freshman-students/ib>). Missouri Western State University may accept a total of 30 credit hours (maximum applicable to a degree) obtained through non-traditional credit, such as International Baccalaureate. A student must be a current degree-seeking student at Missouri Western before IB credit is entered on the transcript.

## First Year Experience

### Griffon Orientation (GO)

Griffon Orientation, which focuses on academic advising, is available several times throughout the year. These programs assist freshmen students as they make the transition from their previous environment to Missouri Western.

### Griffon Edge

Griffon Edge Orientation (CED 131 Griffon Edge Orientation) is a one credit hour, four-day orientation program for new students at Missouri Western. This program occurs the week prior to the first week of school. Griffon Edge equips new students with comprehensive information about

Missouri Western and its services to ease students' transition to higher education and the Missouri Western community.

## University Orientation Courses

**UNV 101 Foundations of University Experience Credits: 3**

**Typically Offered:** Fall, Spring, Summer.

**Course Description:** Introduces students to the vocabulary and processes of critical thinking and their application to reading and writing, academic and personal skills critical for success in college and the practical application of those skills within a seminar setting. Students develop study skills, learn about campus resources and policies, and explore career options. Each section focuses upon a different seminar topic which serves as the basis for assignments and class discussions.

**RESTRICTIONS:** Course admission is limited to students with fewer than 24 hours of college credit from Missouri Western, including those in progress. Furthermore, this course is not open to students with credit for or currently enrolled in UNV 151 Introduction to Critical Thinking.

**UNV 151 Introduction to Critical Thinking Credits: 1**

**Typically Offered:** Fall, Spring.

**Course Description:** Introduces students to the vocabulary and processes of critical thinking and their application to reading and writing within a seminar setting. This course is not open to students with credit for or currently enrolled in UNV 101.

**RESTRICTIONS:** This course is not open to students with credit for or currently enrolled in UNV 101 Foundations of University Experience.

**UNV 205 Library Resources and Research Credits: 1**

**Typically Offered:** Fall, Spring.

**Course Description:** Develops general library skills, research techniques, and strategies for effectively accessing information. **Prerequisite(s):** UNV 101.

## Financial Aid & Payment

### Financial Aid and Scholarships

The goal of the Missouri Western State University Financial Aid Office is to provide students and their families with a professional, unbiased approach to making the dream of higher education a reality. Our objectives include helping students attain a higher education by providing eligible students the maximum amount of financial assistance from all available sources, while keeping student loan debt as low as possible.

The Missouri Western State University Financial Aid Office belongs to the National Association of Student Financial Aid Administrators (NASFAA). We adhere to a code of ethics requiring us to be "committed to removing financial barriers for those who wish to pursue postsecondary learning." In adhering to this code of ethics, our student aid professionals make every effort to seek and recommend the best alternatives for our students.

This section provides basic information related to application procedures, federal regulations, eligibility requirements, cost of education and Missouri Western policies. Additional information regarding these, and other topics, is available online at [www.missouriwestern.edu/finaid](http://www.missouriwestern.edu/finaid). (<http://www.missouriwestern.edu/finaid>)

- Estimated cost of attending Missouri Western (information and calculators)
- Sources of federal, state, institutional and private assistance

- Financial aid application procedures
- Missouri Western scholarship application procedures
- Student loan information
- Financial aid forms
- Services available to veterans
- The rights and responsibilities of students receiving financial assistance
- Statistical information concerning the types of financial assistance received by Missouri Western students
- Policies and other information concerning the administration of financial assistance at Missouri Western

## Communication to Students

The Office of Financial Aid communicates with enrolled and prospective students using the student's Missouri Western email and GoldLink accounts. As a general rule, financial aid notices will not be sent by postal mail. Students are responsible for monitoring their status online through GoldLink and for ALL communications sent to their Missouri Western email account. Students who do not elect to receive electronic communication from Missouri Western should contact the Office of Financial Aid for additional information.

## Business Office & Payment Information

The Business Office is Missouri Western's central office for billing and collection of student payments for tuition, fees, and other charges incurred by students, including the Missouri Western's Tuition Payment Plan. The Business Office also processes student refunds of excess financial aid and bills for delinquent accounts. Please see the website at [www.missouriwestern.edu/businessoffice](http://www.missouriwestern.edu/businessoffice) (<http://www.missouriwestern.edu/businessoffice>) for additional information.

## Applying and Awards

### How to Apply for Financial Aid

1. Create a FSA ID.  
The FSA ID is a user name and password required to log into certain U.S. Department of Education websites including [fafsa.gov](https://fafsa.gov) (<https://fafsa.gov>), [StudentAid.gov](https://studentaid.ed.gov/sa) (<https://studentaid.ed.gov/sa>) and [StudentLoans.gov](https://studentloans.gov/myDirectLoan/index.action) (<https://studentloans.gov/myDirectLoan/index.action>). If you do not have an FSA ID, you can create one online at [fsaid.ed.gov](https://fsaid.ed.gov/npas) (<https://fsaid.ed.gov/npas>).
2. Complete the Free Application for Federal Student Aid (FAFSA).  
FAFSA applications are available after October 1st each year. Students may complete the FAFSA online at [www.fafsa.gov](http://www.fafsa.gov). (<http://www.fafsa.gov>) Be sure to indicate Missouri Western (school code 002490) as a college choice when completing the application.
3. Apply for Missouri Western Competitive Scholarships. Students may apply for Missouri Western competitive scholarships beginning in October each year. Unless otherwise specified in the scholarship description, students should complete all application requirements no later than February 1st to be considered. Students may search and apply for scholarships online at [www.missouriwestern.edu/finaid](http://www.missouriwestern.edu/finaid). (<http://www.missouriwestern.edu/finaid>)

## February 1st Priority Deadline

The priority deadline is February 1st for federal, state and Missouri Western aid opportunities. The FAFSA should be submitted no later than the second week of January to ensure the February 1st priority deadline

is met. Applications will continue to be accepted after February 1st, however, program funding may be limited.

## File Review (Verification)

The federal Central Processing System (CPS) selects approximately 30% of all FAFSA filers for the verification review process. Missouri Western may also select additional filers for review to ensure accuracy and consistency. During the review process, the Financial Aid Office will verify all mandatory items identified by the U.S. Department of Education. In addition, the Financial Aid Office may verify discretionary items.

Students who are selected for verification by either CPS or by Missouri Western will be notified via their Missouri Western email account and will see all required documents listed on GoldLink. Students who do not elect to receive electronic communication from Missouri Western should contact the Office of Financial Aid for additional information.

Applicants whose FAFSA information requires correction will have those corrections electronically processed by the Financial Aid Office. The corrections will generate an updated Student Aid Report (SAR) which will be sent to the student by the federal Central Processing System (CPS). The student's Expected Family Contribution (EFC) may change based on corrections made.

If conflicting information is discovered after aid is awarded or disbursed, the Financial Aid Office must resolve the conflicting information regardless of whether the student was selected for verification. If it is determined that a student has received funds for which he or she is not eligible, the student must repay the amount to Missouri Western.

**Missouri Western's priority deadline for completion of the verification process is February 1st each year.** Completing the process after this date, may result in you not being considered for Missouri Western competitive scholarships and other aid opportunities including Federal SEOG. You may also be required to make payments towards your account balance until your aid eligibility can be determined.

The final deadline to complete the Verification process will be established by the U.S. Department of Education and published in the Federal Register on an annual basis - [www.federalregister.gov](http://www.federalregister.gov) (<https://www.federalregister.gov>).

## Student Eligibility

To be eligible for federal financial assistance, a student must:

- be accepted for admission and enroll as a degree-seeking student in an eligible program;
- be a U.S. citizen or national, U.S. permanent resident, citizen of the freely associated States or other eligible non-citizen;
- have a valid Social Security Number;
- be registered for Selective Service (if applicable);
- not be in default on a federal loan or owe an overpayment of federal grant funds; and
- be making Satisfactory Academic Progress.

High school students taking dual credit coursework, visiting college students who are not seeking a degree from Missouri Western, and self-enrichment students will not be eligible to receive financial assistance.

## Enrollment Requirements

- For financial aid purposes, a student's enrollment status will be determined at the end of the official add/drop period each semester.
- Only classes that count toward a degree or certificate may be used in calculating financial aid eligibility. Audited classes and most continuing education classes do not count toward a degree or certificate, and may not be used in calculating eligibility for financial aid.
- Financial assistance may be prorated or cancelled if the student is enrolled in less than 12 credit hours at the end of the official add/drop period.
- Only Missouri Western credit hours will be included when determining a student's enrollment status for Missouri Western scholarships.
- Financial assistance will be recalculated for students who do not begin attendance, withdraw, are administratively withdrawn or stop attending and receive a failing or incomplete grade in all courses during a term.

Students who are enrolled at more than one college or university at the same time may receive financial aid from only one of the institutions, not both. Contact the Office of Financial Aid for more information.

## Financial Aid Awards

Students may view and accept offered awards on GoldLink beginning March 15th each year. Regulations require students to report any external sources of monetary assistance that are not reflected on the award notification.

Financial aid awards are based on the student's demonstrated financial need, enrollment status, achievement, and other criteria. It is the student's responsibility to notify the Financial Aid Office when there is a change in enrollment status, or if there is a change in family, or financial situation that may affect eligibility to receive financial assistance.

Financial aid awards may be reduced or cancelled if aid received from ALL sources causes the student to exceed unmet need or cost of attendance or if the student does not meet eligibility criteria. Adjustments made to financial aid awards or in a student's eligibility to receive financial assistance will be reflected on GoldLink.

## Disbursement of Financial Aid

Financial aid funds will be released to student accounts in two equal disbursements and will first be applied to outstanding charges for tuition, fees, room, board, and other authorized University expenses. Remaining funds will be issued to the student. By Federal regulation, excess funds MUST be used for educational expenses.

If a student's aid package includes PLUS loan funds, credit balance checks will be made payable to the student or parent and will be mailed to the parent's home address.

The Financial Aid Office will disburse funds each Friday beginning the 2nd Friday of each semester<sup>1</sup>. Students who elect to receive credit balance refunds by direct deposit, should allow five (5) additional business days for the transfer of funds to a personal bank account. Students who have not elected direct deposit, should allow ten (10) additional business days for the check to be mailed to the student's permanent address of record.

<sup>1</sup> Federal regulations prohibit the disbursement of Federal Stafford Loan proceeds to freshman, first-time borrowers until 30 days after classes begin.

## Financial Aid Advance to Purchase Books and Supplies

If a student is scheduled to receive more financial assistance than his or her current charges, Missouri Western will notify the campus bookstore of the student's eligibility to apply up to \$750 of pending financial assistance to purchase required books and supplies. The bookstore is located in the Blum Student Union.

Eligible students will receive an email notification and instructions 10 days prior to the first day of classes each semester. Students who do not elect to receive electronic communication from Missouri Western should contact the Financial Aid Office for additional information.

Students who purchase books and supplies through this program must authorize the campus bookstore to submit the actual value of his or her purchases to Missouri Western State University to be deducted from pending financial aid, regardless of its source. Only the amount of actual purchases will be deducted from the student's pending financial aid. Any additional funds will be issued to the student in the form of a credit balance refund.

Should the student's financial aid be reduced for any reason, the student's account must be paid within thirty (30) days. Students who default on their account, will be responsible for all attorneys' fees, other costs and charges necessary for the collection of the unpaid balance.

If a student needs to return books or supplies purchased through this program, the items must be returned to the campus bookstore. The bookstore will forward the return amount to Missouri Western State University and the student's account will be credited. All refunds will be issued within two weeks.

Only textbooks and school supplies may be purchased. Clothing, emblematic gifts and convenience items may not be purchased.

To participate in the program, students must present a valid Missouri Western student ID card at the time of purchase. Student may elect to opt out simply by not presenting his or her ID at the campus bookstore.

## Penalties for Drug Law Violations

Federal law provides that a student who has been convicted of an offense under any federal or state law involving the possession or sale of a controlled substance during a period of enrollment for which the student was receiving financial aid shall not be eligible to receive any federal or institutional grant, loan, or work assistance during the period beginning on the date of such conviction and ending after the interval specified in the following table. If convicted of an offense involving:

Possession of a Controlled Substance	Ineligibility Period
First Offense	1 year
Second Offense	2 years
Third Offense	Indefinite

Sale of a Controlled Substance	Ineligibility Period
First Offense	2 years
Second Offense	Indefinite

A student whose eligibility has been suspended based on a conviction for possession or sale of a controlled substance may resume eligibility before the end of the ineligibility period if:

- the student satisfactorily completes a drug rehabilitation program that:
  - complies with the criteria prescribed in the federal regulations; and
  - includes two unannounced drug tests;
- the student successfully passes two unannounced drug tests conducted by a drug rehabilitation program that complies with the criteria prescribed in the federal regulations; OR
- the conviction is reversed, set aside, or otherwise rendered nugatory.

## Treatment of Federal Financial Assistance When a Student Withdraws or Stops Attending

Federal regulations specify how Missouri Western must determine the amount of Title IV program assistance that a student has earned if he or she officially withdraws or stops attending. The Title IV programs that are governed by this law are the Federal Pell Grants, TEACH Grants, Federal Direct Loans, PLUS Loans, and Federal Supplemental Educational Opportunity Grants (FSEOG).

When a student withdraws or stops attending, the amount of assistance that the student has earned is determined on a prorata basis. For example, if the student has completed 30% of the semester, he or she has earned 30% of the assistance that was scheduled for the period. Once a student has completed more than 60% of the semester, he or she has earned all scheduled assistance for the period. If the student did not receive all of the assistance that was earned, a post-withdrawal disbursement may be due. Additional information about post-withdrawal disbursements is available online at [www.missouriwestern.edu/finaid](http://www.missouriwestern.edu/finaid) (<http://www.missouriwestern.edu/finaid>).

If a student has received unearned Title IV program funds, Missouri Western MUST return a portion of the excess that is equal to the student's institutional charges multiplied by the unearned percentage of funds or the entire amount of excess funds, whichever is less.

If Missouri Western is not required to return all of the excess funds, the student must return the remaining amount. Any loan funds that the student must return may be repaid in accordance with the terms of the promissory note. That is, the student may make scheduled payments to the holder of the loan over a period of time.

Any amount of unearned grant funds that a student must return is called an overpayment. The maximum amount of a grant overpayment that the student must repay is half of the grant funds he or she received or was scheduled to receive. The student must make arrangements with the Missouri Western Business Office to return unearned grant funds.

Missouri Western's Refund Policy may be found here (<https://intranet.missouriwestern.edu/businessoffice/refund-policy>).

Missouri Western's Official Withdrawal Policy may be found here (<https://intranet.missouriwestern.edu/registrar/withdrawal>).

## Satisfactory Academic Progress (SAP)

### Satisfactory Academic Progress Policy

Federal regulations require institutions to establish reasonable standards to ensure that recipients of Title IV financial aid are making satisfactory academic progress toward completion of a degree program. These standards must establish the maximum timeframe for degree completion and include minimum standards for rate of completion (pace) and cumulative GPA.

Satisfactory academic progress (SAP) will be evaluated at the end of each semester based on each of the standards outlined below. **A student who fails to meet satisfactory academic progress standards will lose eligibility for federal financial assistance the following semester.** Federal financial assistance consists of the Federal Pell Grant, Federal Work-Study, Federal Stafford Loans, Federal Parent Loans, Federal SEOG, and Federal TEACH Grant.

### Satisfactory Academic Progress Standards

#### Minimum Cumulative GPA

Students must maintain a minimum cumulative GPA of 2.00 to remain eligible for federal financial assistance.

The calculation of cumulative GPA will include grades earned from all coursework, including transfer coursework that is accepted toward the student's educational program as well as any remedial coursework.

A student who loses financial aid eligibility based on GPA must receive grades sufficient to increase his or her cumulative GPA to the required 2.00 to regain eligibility. The student will be required to use his or her own financial resources to cover the cost of education until he or she is again meeting satisfactory academic progress standards.

#### Completion Rate (Pace)

Completion Rate is defined as the pace at which a student must progress through an educational program to ensure completion within the maximum timeframe. This rate is calculated by dividing the cumulative number of hours successfully completed by the cumulative number of hours attempted.

Students must maintain a completion rate of 67% to remain eligible for federal financial assistance.

A student who loses financial aid eligibility based on rate of completion must attend, and successfully complete, a sufficient number of credit hours to raise his or her completion rate (pace) to the required 67%. The student will be required to use his or her own financial resources to cover the cost of education until he or she is again meeting satisfactory academic progress standards.

#### Maximum Timeframe

The maximum timeframe allowed for completion of a degree program should not exceed 150% of the published length of the program as measured in hours attempted.

- An undergraduate student seeking an associate's degree must be able to complete his or her program within 93 attempted hours.

- A student seeking a baccalaureate degree must be able to complete his or her degree program within 180 attempted hours.

If it is determined that a student cannot complete his or her program of study within this timeframe, he or she will become ineligible for federal financial assistance. The student will be required to use his or her own financial resources to cover the cost of education.

## Attempted and Completed Hours

Attempted Hours consist of any hours the student is enrolled in at the end of the official add/drop period including those hours that are earned, withdrawn from, audited, repeated, failed, taken as pass/fail or are incomplete. Hours for which the student did not receive financial aid and those waived under an academic renewal policy must be included as attempted hours.

Successful Completion is defined as the absence of failing or incomplete grades and voluntary/involuntary withdrawals.

Transfer Hours that are accepted toward the student’s educational program will count as both attempted and completed hours.

## Warning Period

A current student who falls below satisfactory academic progress standards for the 1st time may be granted a one (1) semester warning period to improve his or her progress. During the warning period the student may continue to receive federal financial assistance. To be granted a warning period, the student must attend a satisfactory academic progress seminar and sign a warning period acknowledgement.

If the student fails to meet satisfactory academic progress standards at the end of the warning period, he or she will lose eligibility for federal financial aid the following semester.

Students who have exceeded the maximum timeframe for degree completion or have lost eligibility under the standards of a previous satisfactory academic progress policy will not be eligible for a warning period. In addition, transfer students who are not meeting Missouri Western’s Satisfactory Academic Progress standards will be required to submit a letter of appeal to the Satisfactory Academic Progress Committee.

## Approaching the Maximum Timeframe

Federal regulations require Missouri Western to ensure that each recipient of federal financial assistance is able to complete degree requirements within 150% of the published length of the program as measured in attempted hours. In compliance with this regulation, Missouri Western will conduct an evaluation of each student’s degree progress each semester as indicated below. In addition, bachelor’s degree seeking students should officially declare a degree program upon completion of 60 attempted hours.

Academic Program 1	Academic Program 2	Declare Major	Program Review	Maximum Timeframe
AS Certificate, Undeclared Program			60 to 92 Hours	93 Hours
AS Certificate	Pre-Major		93 to 179 Hours	180 Hours
Undeclared Bachelor’s		60 to 134 Hours		180 Hours

Declared Bachelor’s	135 to 179 Hours	180 Hours
2nd Bachelor’s	195 to 239 Hours	240 Hours
Graduate	35 to 51 Hours	52 Hours

If it is determined that a student cannot complete his or her program of study within this timeframe, he or she will become ineligible for federal financial assistance.

## Satisfactory Academic Progress Appeal Process

A student may submit a written appeal to the Satisfactory Academic Progress Committee if documentable extenuating circumstances caused the student to fall below satisfactory academic progress standards or exceed the maximum timeframe allowed for degree completion.

Examples of circumstances that may warrant an appeal include:

- Lengthy hospitalization or illness;
- Death of a parent, spouse or child at a critical time during the semester;
- Lengthy illness of a child or spouse; or
- Other mitigating circumstance.

Appeals should include the following documentation:

- A completed Statement in Support of Appeal form found online at [forms.missouriwestern.edu/finaid/SAPAppealForm.asp](https://forms.missouriwestern.edu/finaid/SAPAppealForm.asp) (<https://forms.missouriwestern.edu/finaid/SAPAppealForm.asp>) (Form 10);
- A letter of explanation describing how extenuating circumstances resulted in the student’s inability to maintain satisfactory academic progress;
- Sufficient documented evidence that the extenuating circumstance clearly caused the student to fall below the required standards or exceed the maximum timeframe; and
- An explanation of what has changed that will allow the student to maintain satisfactory academic progress at the next evaluation.

Examples of documentation supporting the extenuating circumstance may include medical documentation; notice of death; accident reports; court documentation; or other relevant documentation.

Appeal deadlines for each term should be posted on the financial aid website. Students may also contact the Financial Aid Office for deadline dates.

**The decision of the University Satisfactory Academic Progress Committee is final.**

## Probationary Period

A probationary period may be granted only after a student has appealed and has had eligibility for aid reinstated based on the appeal. Students who are granted a one (1) semester probationary period will be required to adhere to an academic plan that, if followed, will ensure the student will complete his or her degree program within the maximum timeframe.

As a general rule, a student on an academic plan will be required to successfully complete all attempted courses with a grade of C or higher and not audit or withdraw from any course. In addition, the student may

be required to enroll in only those courses required for completion of his or her degree program and may not be allowed to change his or her major without approval from the Satisfactory Academic Progress Committee. An individual academic plan may also include additional requirements as deemed appropriate by the Satisfactory Academic Progress Committee.

A student on financial aid probation may receive Title IV funds for one semester. At that point, the student must meet satisfactory academic progress standards or the requirements of the established individual academic plan to maintain eligibility for federal financial assistance.

## Additional Degree Programs and Degree Completion

A student, who is pursuing an additional undergraduate degree, after completion of the first undergraduate program, should be able to complete degree requirements within 200% of the published length of the program as measured by the student's overall attempted hours.

Students enrolled in both an associate's and baccalaureate degree program simultaneously, who have attempted greater than 92 hours, must be enrolled in coursework relevant to the baccalaureate degree program to receive federal financial aid. In this situation, students may be required to appeal to the Satisfactory Academic Progress Committee for reinstatement of financial aid eligibility.

A student who has completed all required coursework for his or her degree program but has not yet received the degree, may not receive further financial aid for that program.

## Remedial and Repeated Coursework

### Remedial Coursework

Federal regulations allow students to receive financial aid for up to 30 credit hours of remedial coursework. Remedial coursework taken in excess of this limitation must be excluded from the student's financial aid enrollment status.

### Repeated Coursework

Federal financial aid regulations allow students to repeat any coursework previously taken in the program as long as it is not a result of more than one repetition of a previously passed course, or any repetition of a previously passed course due to the student failing other coursework.

Repeating coursework can affect a student's satisfactory academic progress status in the following manner:

- The repeated course and the original attempt will be counted in calculation of overall attempted hours; and
- The most recent grade received for the course will be included in the calculation of GPA.

## Communication of Satisfactory Academic Progress Status

Although students will be notified in writing, should they fall below satisfactory academic progress standards, it is the student's responsibility to know his or her academic standing in regard to this policy. Failure to receive notification does not dispute or reverse the termination of a student's eligibility to receive financial assistance.

Students are responsible for monitoring their status online through GoldLink and for ALL communications sent to their Missouri Western

email account. Students who do not elect to receive electronic communication from Missouri Western should contact the Office of Financial Aid for additional information.

## Tuition and Fees

Tuition and fees are payable at registration. Any special payment arrangements should be coordinated with the Business Office, Eder 104. A complete listing of current tuition and fees plus payment due dates and options can be found at [www.missouriwestern.edu/businessoffice](http://www.missouriwestern.edu/businessoffice) (<http://www.missouriwestern.edu/businessoffice>).

Students who complete the registration process must agree to pay the University according to an agreed upon payment schedule with the Business Office. Students who fail to meet the terms of the agreement may entitle Missouri Western State University to:

- declare the full balance plus late fees immediately due and payable by law.
- refuse subsequent registration for any classes and/or drop current classes.
- deny future enrollment in any payment plan.
- withhold grades, diplomas or transcripts from being released until the unpaid balance, as well as all attorney fees, legal expenses and other collection costs are paid in full.

## Residency

It is the student's responsibility to register under the proper residence and to pay the proper fees. Petition forms and rules of residency are available at [www.missouriwestern.edu/registrar](http://www.missouriwestern.edu/registrar) (<http://www.missouriwestern.edu/registrar>) or in the Registrar's Office. A student requesting a change of residency classification for fee purposes must submit an appeal with the Registrar's Office by the end of the first week of classes in order to be considered for the current term. The student will be required to complete a Residency Petition and furnish evidence in support of the claim.

## Refund Policy

- Students who make schedule changes during the add/drop period will be charged for the added class and/or credited the cost of the dropped class.
- No refunds are given to students who make schedule changes after the add/drop period but remain in school.
- Students completely **withdrawing from school** within the add/drop period will receive a refund of tuition and fees assessed, based upon the withdrawal refund schedule found in the appropriate term's online Registration Guide, <https://www.missouriwestern.edu/registrar/registration/>. Withdrawal refunds are computed based upon the date the Registrar's Office receives the completed/correctly executed withdrawal form. Withdrawal computations are not effective the date the student stops attending classes. The refund must be claimed during the semester in which the refund applies.
- **Failure to attend classes does not constitute a withdrawal, Students must officially withdraw in the Registrar's Office to be eligible for a refund.**
- Off-schedule classes do not begin and/or end according to defined term dates. Dates for adding, dropping and withdrawing are determined by the individual start and end dates of the class. Please refer to the current class schedule or the Registrar's office for specific dates. A 100% refund will be given for late starting classes dropped before the first day of class.



- Students receiving financial assistance may be required to pay back all or a portion of funds received according to federal/state regulation(s) or institutional policies.
- If after all charges/credits have been applied to the account and the student is eligible for a refund, the funds will be refunded directly to the student. If, however, payment has been made either partially or fully by financial aid (scholarships, grants, or loans) or another source (i.e. Vocational Rehabilitation), the excess funds will be returned to the financial aid source(s) up to 100 percent of the original aid amount. After restoring the financial aid or other source to its original amount, any excess of refund monies will be returned to the student.
- Students who feel that individual circumstances warrant exceptions from this policy may appeal in writing to the University Bursar. See the **Business Office Appeals Procedure**.

## Military and Veteran Services

Missouri Western State University assists military members and veterans, their dependents and active duty service-members attending classes and receiving veteran benefits. The University is a Yellow Ribbon Program participating institution and also participates in the Community College of the Air Force's (CCAF) General Education Mobile (GEM) program.

Missouri Western State University is in compliance with the requirement of PL 113-146 the Veteran Access, Choice and Accountability Act of 2014, Section 702, as amended. Missouri Western will assess in-state tuition for eligible uniformed service veterans and their qualified dependents covered under Section 702. The School Certifying Official, located in the Financial Aid Office (Eder Hall, Room 103), coordinates the services for veterans including:

- certification of enrollment for educational benefits;
- referrals for tutorial assistance;
- referrals for counseling for financial, personal, vocational, and academic problems;
- veterans work study job information;
- information about changes in legislative regulations which affect veterans; and
- information about MWSU procedures.

The School Certifying Official also acts as a direct liaison between Missouri Western State University and the Veterans Administration Regional Office in St. Louis regarding payment of benefits. Additional information is available online at [www.missouriwestern.edu/finaid](http://www.missouriwestern.edu/finaid) (<http://www.missouriwestern.edu/finaid>).

Undergraduate students who successfully complete Basic Training in any of the United States Military branches or ROTC Basic Camp will be granted four hours of credit which will complete the general studies Category 5: Physical Health requirement. The credit will be granted by the Office of Admissions upon presentation of the DD 214, a joint services transcript, an official certificate of completion or a letter from a Commanding Officer indicating completion of training. Further, students who officially declare a Military Science minor with the Military Science department will also be granted four hours of credit which will complete the general studies Category 5: Physical Health requirement.

## Academic Standards & Regulations

The Academic Standards & Regulations chapter addresses the following information -

- Academic Programs (p. 15)
- General Degree Requirements (p. 17)
- Baccalaureate Degree Information (p. 19)
- Associate Degree & Certificate Information (p. 22)
- Academic Standards & Grading (p. 23)
- Enrollment & Registration (p. 26)
- Rights & Responsibilities (p. 28)
- Consumer Information (p. 30)

## Academic Programs Degrees/Majors at MWSU

AAS	Associate of Applied Science
AS	Associate of Science
BA	Bachelor of Arts
BFA	Bachelor of Fine Arts
BGS	Bachelor of General Studies
BIS	Bachelor of Interdisciplinary Studies
BM	Bachelor of Music
BME	Bachelor of Music Education
BS	Bachelor of Science
BSBA	Bachelor of Science in Business Administration
BSE	Bachelor of Science in Education
BSN	Bachelor of Science in Nursing
BST	Bachelor of Science in Technology
BSW	Bachelor of Social Work
C	Teaching Certification
CERT	Certificate

Department/Major	Degrees
<b>Art</b>	
Art	BSE
Digital Animation	BFA
Graphic Design	BFA
Studio Art <sup>1</sup>	BFA
<b>Biology</b>	
Biochemistry & Molecular Biology	BS
Biology <sup>1</sup>	BS
Natural Science/Biology	BS, BS/C
Wildlife Conservation and Management	BS
<b>Business</b>	
Accounting	BSBA
Finance	BSBA
Management <sup>1</sup>	BSBA
Marketing	BSBA
Supply Chain Management	BSBA
<b>Chemistry</b>	
Biochemistry & Molecular Biology	BS
Chemistry	BS
Medical Laboratory Science	BS
Natural Science/Chemistry <sup>1</sup>	BS, BS/C

<b>Cinema/Theatre/Dance</b>	
Speech and Theatre	BSE
Theatre and Cinema <sup>1</sup>	BA
<b>Communication/Journalism</b>	
Convergent Journalism	BS
Public Relations	BS
Speech Communication	BA, BS
Speech and Theatre	BSE
<b>Computer Science/Mathematics/ Physics</b>	
Applied Computer Technology	BS
Computer Science <sup>1</sup>	BS
Mathematics	BS, BS/C
<b>Criminal Justice/Legal Studies/ Social Work</b>	
Criminal Justice <sup>1</sup>	AS, BS
Legal Assistant	AS, CERT
Social Work	BSW
<b>Economics/Political Science/ Sociology</b>	
Economics	BS
Political Science	BA, BS
Sociology	BS
<b>Education</b>	
Early Childhood Education	BSE
Elementary Education	BSE
<b>Engineering Technology</b>	
Construction Engineering Technology	BS
Electronics Engineering Technology <sup>1</sup>	BS
Manufacturing Engineering Technology <sup>1</sup>	AAS, BS
<b>English/Modern Languages</b>	
English <sup>1</sup>	BA, BSE
French	BSE
International Studies	BA
Modern Languages <sup>1</sup>	BA
Spanish	BSE
Technical Communication	BS
<b>Health/Physical Education/ Recreation</b>	
Physical Education	BS, BS/C
Recreation Sport Management <sup>1</sup>	BS
<b>History/Geography</b>	
History	BA, BA/C, BS, BS/C
International Studies	BA
<b>Interdisciplinary Studies</b>	
Custom Major	BST
General Studies	BGS
Interdisciplinary Studies	BIS
International Studies	BA
<b>Music</b>	

Music <sup>1</sup>	BA, BM, BME
<b>Nursing and Allied Health</b>	
Nursing	BSN
Health Information Management	BS
Health Information Technology	CERT
Population Health Management <sup>1</sup>	BS
Physical Therapist Assistant	AAS
<b>Philosophy/Religion</b>	
International Studies	BA
Philosophy	BA, BS
<b>Psychology</b>	
Psychology <sup>1</sup>	BS

<sup>1</sup> See department information for Concentration Areas

## Minors

A minor is a subject or course of study that provides the essence of a major discipline, but requires less intensive concentration than a major field of study. Minors are available in a variety of academic subject areas and those officially-recognized minors will be placed on a transcript. Students must declare and successfully complete a four-year major program in order to receive credit for a minor. To earn a minor, students must attain a minimum GPA of 2.0 in minor coursework. Upon graduation, however, students may not complete or declare an additional minor unless that minor is accompanied by an additional degree and major. Minor coursework must consist of a minimum of three credit hours beyond the student's major, emphasis, concentration, and/or general studies requirements. Students cannot be awarded a minor in the same area as their major, emphasis, or concentration.

## Minors at MWSU

- Athletic Coaching
- Applied Computer Technology
- Art History
- Biology
- Ceramics
- Chemistry
- Childhood Studies (Departments of Criminal Justice/Legal Studies/  
Social Work, Education, Health/Physical Education/Recreation,  
Nursing/Allied Health, English/Modern Languages, Economics/  
Political Science/Sociology, Psychology)
- Cinema
- Computer Science
- Computer Technology
- Cognitive Sciences (Departments of Education, English/Modern  
Languages, Philosophy/Religion, Psychology)
- Construction Management
- Creative Writing
- Criminal Justice
- Dance
- Digital Animation
- Drawing
- Economics
- English Literature
- English Studies

- English Technical Communication
- Entrepreneurship
- Finance (Accounting majors only)
- French
- Gender and Power Studies (Departments of Communication/ Journalism, Criminal Justice/Legal Studies/Social Work, Education, English/Modern Languages, Economics/Political Science/Sociology, Health/Physical Education/Recreation, Philosophy/Religion, Nursing/ Allied Health, Psychology)
- General Business (Non-business majors only)
- Geography
- German
- Graphic Design
- Health Informatics and Information Management
- History, European
- History, General
- History, United States
- Humanities
- Illustration
- International Studies (Departments of Business, English/Modern Languages, Economics/ Political Science/Sociology, History/ Geography, Philosophy/Religion)
- Journalism
- Leadership
- Legal Studies
- Manufacturing Technology
- Mathematics
- Military Science
- Music
- Music Technology
- Musical Theatre (Speech and Theatre majors and Vocal Music majors only)
- Painting
- Peace and Conflict Studies (Departments of Communication/ Journalism,Criminal Justice/Legal Studies/Social Work, Economics/ Political Science/Sociology, History/Geography, Philosophy/Religion, Psychology)
- Philosophy
- Photography
- Physics
- Political Science
- Printmaking
- Professional Business (Non-business majors only)
- Psychology
- Recreation Sport Management
- Religion
- Sculpture
- Sociology
- Spanish
- Speech and Theatre
- Speech Communication
- Theatre
- Wellness (Non-physical education majors only)

## General Degree Requirements

### Major Declaration

Every degree candidate must have on file in the Registrar's Office an approved Major Declaration Form. Students complete this form with an advisor in the academic department where the major is housed. The Major Declaration Form is valid for six years.

In the process of earning a degree, students must complete requirements for that degree and any appropriate state certification requirements. If certification or statutory requirements change and additional requirements become effective during the time a student is enrolled in a program, the new requirements take precedence over previously existing degree or certification standards.

A University exit exam is required of all graduating baccalaureate students; visit [www.missouriwestern.edu/acadaff/ets-proficiency-profile](http://www.missouriwestern.edu/acadaff/ets-proficiency-profile) (<https://www.missouriwestern.edu/acadaff/ets-proficiency-profile>) for more information. An exit exam may also be required by the academic department housing the major of the graduating student; confirm any necessary exit exams with individual academic departments.

### Ten-Year Old Credit

College credit more than ten years old cannot be used as part of the student's major requirements unless approved by the department of the declared major. College credit more than ten years old may be used to fulfill general studies or elective requirements for a degree if any of the credit is applicable. This determination will be made by the Registrar's Office.

### Missouri Constitution Requirement

In accordance with section 170.011 RSMo, no student shall graduate from any public or private Missouri school unless he/she has "satisfactorily passed an examination on the provisions and principles of the Constitution of the United States and of the State of Missouri, and in American History and American Institutions."

Missouri Western students may comply with this law by:

- Successfully completing MWSU general studies Category 3: Social Sciences, Group 2, which requires one of the following courses:

Code	Title	Credit Hours
HIS 140	American History to 1865	3
HIS 150	American History since 1865	3
PSC 101	American National Government	3

- Transferring to Missouri Western with a Missouri Associate of Arts (AA or AAT) degree or a Missouri Bachelor's degree.
- Successfully completing a transfer course or courses (as evaluated by MWSU) and/or a Missouri constitution competency test.

Note: Students who meet the Constitution of the United States, American History and American Institutions requirements through a transfer course, but have not completed the Missouri Constitution portion, must fulfill this degree requirement through completion of PSC 111 Understanding the Missouri Constitution or by passing a Missouri constitution test offered by Missouri Western State University. This includes students who receive credit through Advanced Placement, CLEP or International Baccalaureate. Refer to the guidelines and

processes at [www.missouriwestern.edu/moconstitution](http://www.missouriwestern.edu/moconstitution) (<https://www.missouriwestern.edu/moconstitution>).

## Additional Required Tests

In order to measure student progress toward educational goals, students are required to participate in periodic assessment efforts at Missouri Western. University-wide assessments include, but are not limited to, a university exit exam, and departmental exit tests (see department for more information). Transcripts and graduation may be held if a student does not participate in this required testing.

## Multiple Degrees and Double Majors

### Two-Year Associate Degrees

1. Prior to graduation, a student may earn a double major within an associate degree.
2. After the original associate degree has been awarded, the student is not eligible to earn an additional major. However, a second Associate degree may be earned by completing a minimum of twenty (20) additional credits beyond the original graduation credits, and satisfactorily fulfilling all requirements of the second degree program.

### Four-Year Baccalaureate Degrees

1. Prior to graduation, a student may earn a double major (120 minimum credit hours, courses numbered 100-499) or a double degree (minimum 140 credit hours, courses numbered 100-499).
2. The university will confer two baccalaureate degrees during the same semester, provided the student meets graduation requirements for each degree and has earned a minimum of 140 credit hours.
3. After the original baccalaureate degree(s) has been awarded, the student is not able to earn an additional major. However, a second degree (baccalaureate or associate<sup>1</sup>) may be earned by satisfactorily fulfilling all requirements of the second degree program and, in doing so, completing a minimum of twenty (20) additional credit hours beyond the original graduation hours.

<sup>1</sup> There is not an additional minimum credit hours requirement for a student returning to earn a certificate.

## Graduation and Commencement

### Application for Graduation

To be considered as a candidate for graduation, the student must declare candidacy by submitting an Application for Graduation to the Registrar's Office. Applications are available in Eder 102 or at [www.missouriwestern.edu/registrar/candidates](http://www.missouriwestern.edu/registrar/candidates) (<http://www.missouriwestern.edu/registrar/candidates>). Payment is required at the time of application; applications are subject to late fees if submitted after the fifth day of the Fall/Spring semester and second day of the Summer term. To assure the candidates' records are reviewed by the Registrar's Office prior to the final semester the following deadlines must be observed:

Fall graduation	July 1
Spring graduation	October 1
Summer graduation	March 1

Students must submit documentation showing that all requirements have been met (i.e. submission of transcripts with transfer work completed, exit exams, makeup of incomplete grades) within 60 days of the end of the semester in which they plan to graduate. Students who do not meet

this deadline, must file a new Application for Graduation along with the required documentation.

### Graduate Honors

Students completing degree requirements with an overall GPA of 3.9 or higher will graduate with Highest Honors (summa cum laude). Those who have earned an overall GPA of 3.75 or higher but below 3.9 will graduate with High Honors (magna cum laude). Those who have earned an overall GPA of 3.5 or higher but below 3.75 will graduate with Honors (cum laude). A student earning an MWSU certificate with an overall GPA of 3.5 or higher will be awarded the certificate with honors.

### Commencement

Commencement is held in December and May. Participation in commencement is voluntary on the part of the student.

Undergraduate students who complete all degree requirements in the Fall will be eligible to attend the DECEMBER commencement ceremony. Undergraduate students who complete all degree requirements in the Spring and Summer will be eligible to attend the MAY commencement ceremony.

Commencement attendance information is required on the Application for Graduation form found in the Registrar's Office or at [www.missouriwestern.edu/registrar/candidates](http://www.missouriwestern.edu/registrar/candidates) (<http://www.missouriwestern.edu/registrar/candidates>).

## Transfer Programs

Preprofessional is a category for students who intend to enter a professional school after graduating with their bachelor's degrees or to transfer to another university for the completion of their studies. Students choosing preprofessional studies should select a transfer institution early and should work closely with their academic advisor. The following areas are those in which most students concerned with transfer programs express an interest: architecture, dentistry, engineering, journalism, law, medicine, optometry, pharmacy, physical therapy, veterinary medicine. These are not majors. They are officially recognized areas of academic interest. Identifying your pre-professional interest will enable your academic advisor to provide you with a wide range of support to realize your goals.

Missouri Western State University participates in professional school programs that allow students to use credit from their professional school for credit at MWSU. The following guidelines must be followed:

1. MWSU will accept a maximum of 30 semester credit hours earned in a professional school as credit toward the baccalaureate degree and thus waive the resident requirement for graduation.
2. General education requirements must be completed before the student transfers to the professional school.
3. Degree requirements in the student's major field for the baccalaureate degree must be substantially completed at Missouri Western State University with limited substitutions from the professional program as approved by the department.
4. The last 60 credit hours prior to the professional school transfer must have been completed at MWSU.
5. MWSU will grant the baccalaureate degree with written verification from the professional school upon the student's completion of the necessary coursework.

Missouri Western students have the opportunity to be selected for participation in one of three Medical School Admissions Programs

which partner with MWSU: Kansas City University of Medicine and Biosciences, A.T. Still University's Kirksville College of Osteopathic Medicine, and University of Missouri-Kansas City, School of Medicine. Detailed information on these programs can be found within Biology Department.

## Baccalaureate Degree Information

### Baccalaureate Degree Programs

Missouri Western State University offers twelve baccalaureate degrees, with majors in various fields. The baccalaureate degrees offered are:

- Bachelor of Arts
- Bachelor of Fine Arts
- Bachelor of General Studies
- Bachelor of Interdisciplinary Studies
- Bachelor of Music
- Bachelor of Music Education
- Bachelor of Science
- Bachelor of Science in Business Administration
- Bachelor of Science in Education
- Bachelor of Science in Nursing
- Bachelor of Science in Technology
- Bachelor of Social Work

The **Bachelor of Arts (BA)** degree is broadly based in the liberal arts and sciences. It is usually pursued by students who plan, upon graduation, to enter graduate school or a professional school such as law, medicine, or dentistry, and by students who plan to seek employment in the areas of the arts, languages, social work, and government service.

The **Bachelor of Fine Arts (BFA)** degree is considered a professional major degree and is recommended to anyone intending to enroll in graduate study (MFA) or work in the professional world of art.

The **Bachelor of General Studies (BGS)** degree is a degree specifically for adult learners who have delayed or interrupted their studies, or for whom their original major is no longer appropriate. It is designed to be multidisciplinary and have maximum flexibility to suit the needs of the widest variety of students.

The **Bachelor of Interdisciplinary Studies (BIS)** degree is focused on the development of broad intellectual abilities and skills rather than a large concentration within a traditional academic discipline. This degree option may be of special interest to students seeking a degree tailored to specific interest not accommodated in an established MWSU major, students who plan, upon graduation, to enter graduate or professional school and/or students transferring to MWSU with an AS or AAS degree.

The **Bachelor of Music (BM)** degree is based on more concentrated and specialized areas of study in music and is usually pursued by students who want to pursue a professional area of study or studies in music and related fields.

The **Bachelor of Music Education (BME)** degree is designed to prepare individuals for careers in teaching music, primarily in K-12.

The **Bachelor of Science (BS)** degree is based on more concentrated and specialized areas of study in one or more fields and is usually pursued by

students who want to pursue a professional area of study or studies in the natural or social sciences.

The **Bachelor of Science in Business Administration (BSBA)** degree is designed for the student who desires a broad foundation in several areas related to business principles as applied in business, industry, or government.

The **Bachelor of Science in Education (BSE)** degree is designed to prepare individuals for careers in teaching.

The **Bachelor of Science in Nursing (BSN)** degree is designed to prepare individuals to practice professional nursing. The graduate is eligible to take the National Council Licensure Examination to qualify for licensure as a registered nurse.

The **Bachelor of Science in Technology (BST)** degree is designed for the student who has completed a career-oriented associate degree program (AAS or AS) and desires the bachelor's degree with an additional concentration in an approved area of study.

The **Bachelor of Social Work (BSW)** degree is designed for the student whose goal is preparation for professional generalist social work practice.

### General Requirements for Baccalaureate Programs

A student must<sup>1</sup>:

- Complete the general studies and major requirements;
- Earn a minimum of 120 credit hours, including 60 from a senior college for the following departments: Art; Biology; Chemistry; Communication & Journalism; Theatre, Cinema & Dance; Computer Science, Mathematics & Physics; Economics, Political Science & Sociology; English & Modern Languages; History & Geography; Philosophy & Religion; Music; and Psychology (100 level and higher, maximum of 6 CED credit hours applicable);
- Earn an overall GPA of at least 2.0;
- Earn an overall GPA of at least 2.0 in those courses needed to satisfy the requirements of the selected major;
- Earn a minimum of 30 credit hours in upper-division courses (numbers in the 300s and 400s). Lower-division transfer courses accepted as meeting upper-division departmental course requirements cannot be used to fulfill this requirement;
- Earn 12 credit hours in one foreign language for all Bachelor of Arts (BA) degrees;
- Earn 30 of the last 45 credit hours at MWSU in institutional coursework (exclusive of credit by examination);
- Participate in required departmental and campus wide assessments; and
- Fulfill the Missouri Constitution requirement.

<sup>1</sup> Some baccalaureate degree programs may require more than 120 credit hours, may require a higher GPA, may have minimum grade requirements and may have additional certification requirements. (See actual degree program for specific requirements.)

### General Studies Requirements for Bachelor Degrees

General Education at Missouri Western State University consists of a common core of curriculum offerings necessary to equip students for successful and fulfilled lives as educated and active citizens. The required general education curriculum consists of a broad range of

courses that assures that all baccalaureate-degree-seeking students acquire academic skills and knowledge necessary for understanding, communicating, and performing in a diverse and complex world. Students completing courses in the general education program will be provided the opportunity to acquire knowledge and skills to:

- Write and speak clearly and effectively;
- Think critically and reason analytically;
- Locate, organize, evaluate, and synthesize information from print and electronic sources;
- Understand and appreciate moral values and ethical choices;
- Gain a greater awareness of the present by understanding other cultures and times;
- Understand and enjoy aesthetic experiences and share in related creative activities;
- Develop an understanding of fundamental mathematical concepts and their applications;
- Understand common phenomena in the physical and natural environment and understand the methods by which they are studied through lectures and the connected laboratory experience;
- Understand and appreciate the means of gaining and maintaining mental and physical health.

Courses meeting the first four goals concentrate on the development of basic learning skills such as communicating, higher order thinking, managing information and valuing. Other courses in the general education curriculum meet the remaining goals of knowledge acquisition in the areas of social and behavioral sciences, humanities and fine arts, mathematics, life and physical sciences, and health and physical education.

A student who has completed all Missouri Western or CORE 42 general studies requirements for a baccalaureate degree will have a notation indicating this information placed on their transcript.

Students earning a baccalaureate degree should select from the following general studies courses.

Code	Title	Credit Hours
<b>Category One - Basic Skills</b>		
Select one of the following:		3-5
MAT 110	Contemporary Problem Solving	
MAT 110E	Contemporary Problem Solving	
MAT 111	Introductory Statistics	
MAT 111E	Introductory Statistics	
MAT 112	Finite Mathematics	
MAT 116	College Algebra	
MAT 147	Applied Calculus	
MAT 165	Calculus with Analytic Geometry I: Differentiation	
MAT 167	Calculus with Analytic Geometry I	
Required Credit Hours:		9
ENG 104	College Writing and Rhetoric	
ENG 108	College Writing and Research	
or ENG 112	Honors Composition and Rhetoric	
COM 104	Oral Communication	
<b>Category Two - Natural Sciences</b>		

Select a minimum of 8 credits with lab from two of the following groups: 8-10

**Group 1:**

- BIO 101 Principles of Biology
- or BIO 105 Principles of Organismal Biology

**Group 2:**

Select one of the following:

- CHE 101 Introductory Chemistry
- CHE 104 Fundamentals of Chemistry
- CHE 111 General Chemistry I

**Group 3:**

- ESC 111 Physical Geology

**Group 4:**

Select one of the following:

- PHY 101 Physics for the Liberal Arts
- PHY 107 Introduction to Physics
- PHY 110 College Physics I
- PHY 210 University Physics I

**Group 5:**

- PHY 104 Introduction to Astronomy

**Category Three - Social Sciences**

Select 9 hours with at least one course from each of the two of the following groups: 9

**Group 1:**

- PSY 101 General Psychology
- SOC 110 Introduction to Sociology
- SOC 120 General Anthropology
- GEO 100 World Geography
- ECO 101 Current Issues in the Economy
- ECO 260 Principles of Macroeconomics
- ECO 261 Principles of Microeconomics

**Group 2:**

Select one of the following:

- HIS 140 American History to 1865
- HIS 150 American History since 1865
- PSC 101 American National Government

**Category Four - Humanities**

Select one course each from three of the following groups: 9

**Group 1:**

- HIS 200 Ancient and Medieval Civilization
- HIS 210 Early Modern Civilization
- HIS 230 Modern Europe: 1789 to the Present
- HUM 203 Humanities: Ancient and Medieval
- HUM 204 Humanities: Middle Ages to the French Revolution
- HUM 205 Humanities: American Revolution to the Present

**Group 2:**

- ENG 210 Approaches to Literature
- ENG 220 Introduction to Reading Texts
- PHL 210 Introduction to Philosophy
- PHL 230 Ethics

REL 250	Religions of East Asia and Oceania	
REL 251	Religions of the West	
REL 252	Religions of South Asia and Africa	
Group 3:		
ART 100	Introduction to Art	
MUS 101	Perspectives in Music	
THR 113	Introduction to Theatre	
Group 4:		
Any 3-credit hour 100-level or higher foreign language course		
<b>Category Five - Physical Health</b>		
PED 101	Fitness and Wellness	3
One approved physical activity course		1-2
Total Credit Hours		42-47

### State Certification or Statutory Requirements

In the process of earning a degree, students must complete requirements for that degree and any necessary state certification requirements. If certification or statutory requirements change and additional requirements become effective during the time a student is enrolled in a program, the new requirements take precedence over previously existing degree or certification standards.

### Liberal Arts and Sciences Areas of Focus

A student graduating with a major in any of the disciplines within the College of Liberal Arts and Sciences (except Medical Laboratory Science) is required to take one course designated as **LAS Writing** and a second course designated as **LAS Computer Literacy**. In addition, students with majors in the following departments are required to take one course designated **LAS Ethics**, and another course designated **LAS International/Intercultural**.

- Communication & Journalism
- Economics, Political Science and Sociology
- English & Modern Languages
- History and Geography
- Philosophy and Religion
- Psychology

For students with majors in other LAS departments, it is only recommended that they take an **LAS Ethics** and an **LAS International/Intercultural** course. If a course is designated in more than one area, the student must choose which one of the four area requirements it will satisfy.

1. **LAS Writing.** A course in which faculty assign students both formal and informal writing in order to increase student learning, improve student writing, and initiate students into discipline-specific forms of written communication.
2. **LAS Computer Literacy.** A course designed to teach discipline-specific computer software and hardware. A partial list of skills which may be taught include: data collection and analysis, word processing, desktop publishing, ethical or human issues of computing, discipline-specific applications of computer technology.
3. **LAS Ethics.** A course in which issues of ethical concern to professionals in their major field of study are addressed. These courses will give significant attention to professional codes of ethics,

case studies identifying ethical dilemmas, or issues of contemporary (or historical) social concern.

4. **LAS International/Intercultural.** A course which presents a significant recognition, awareness, and understanding of cultural or international diversity.

These courses are designated in the course descriptions listed with each academic department. Preferably, students will take these courses within their major; however, students may choose to fulfill this requirement with courses outside their major.

### Liberal Arts & Sciences (LAS) Area of Focus Courses

Department	LAS Writing	LAS Computer Literacy	LAS Ethics	LAS International Intercultural
Biology	BIO 105 BIO 106	BIO 225		
Chemistry	CHE 495	CHE 321 CHE 381 CHE 382		
Communication & Journalism	COM 215 COM 305 COM 342 COM 345 COM 382 JOU 302	COM 320 COM 382 JOU 327	COM 210 COM 215 COM 411 COM 415 COM 465 JOU 303	COM 338 COM 342 COM 345 COM 488 JOU 303
Computer Science, Mathematics & Physics	CSC 400 CSC 406 MAT 206 MAT 416	CSC 184 MAT 217 MAT 317		
English & Modern Languages	ENG 301 ENG 385 ENG 386 ENG 400 EPR 422 ETC 424 FRE 207 FRE 307 FRE 422 FRE 442 SPA 302 SPA 315	ENG 465 EPR 422 ETC 200 ETC 326 ETC 340 ETC 424 FRE 302 SPA 332	ENG 364 ENG 426 ETC 200 FRE 322 FRE 432 SPA 322	ENG 326 ENG 352 ENG 353 ENG 354 ENG 355 ENG 357 ENG 361 ENG 473 ETC 421 FRE 206 FRE 207 FRE 306 FRE 307 FRE 322 FRE 340 GER 340 SPA 248 SPA 250 SPA 322 SPA 332 SPA 340 SPA 348 SPA 350 SPA 422 SPA 432

Economics,	ECO 367	ECO 460	ECO 362	ECO 461
Political	ECO 462	ECO 464	ECO 365	ECO 463
Science &	PSC 310	PSC 300	ECO 375	PSC 200
Sociology	PSC 327	SOC 460	ECO 376	PSC 340
	PSC 370		PSC 310	PSC 380
	PSC 390		PSC 312	PSC 400
	PSC 420		PSC 370	SOC 315
	SOC 440		SOC 360	SOC 400
			SOC 430	
History &	HIS 300	GEO 210		GEO 320
Geography	HIS 301			HIS 320
	HIS 302			HIS 336
	HIS 310			HIS 370
Philosophy &	PHL 257	PHL 260	PHL 310	PHL 370
Religion	PHL 301		PHL 312	REL 260
	PHL 310		PHL 330	REL 361
			REL 361	REL 370
Psychology	PSY 303	PSY 300	PSY 301	PSY 222
	PSY 490	PSY 415	PSY 303	PSY 230
			PSY 400	PSY 260

## Associate Degree & Certificate Information

### One-Year Certificate Programs

Missouri Western State University offers a certificate program with a major in Legal Assistant and in Health Information Technology. To earn the certificate, students must complete a minimum of 30 credit hours with a minimum overall GPA of 2.0. Specific course requirements are listed under the department administering the program.

### General Requirements for One-Year Certificate Programs

A student must<sup>1</sup>:

- Complete the required courses for the certificate program;
- Earn a minimum of 30 credit hours (100 level and higher, maximum of 6 CED credit hours applicable);
- Earn an overall GPA of at least 2.0;
- Earn 9 of the last 15 credit hours at MWSU in institutional coursework (exclusive of credit by examination);
- Earn an overall GPA of at least 2.0 in those courses needed to satisfy the requirements of the selected major; and
- Participate in required departmental and campus-wide assessments.

<sup>1</sup> Some certificate programs may require more than 30 credit hours, may require a higher GPA, may have minimum grade requirements and may have additional certification requirements. (See actual degree program for specific requirements.)

### Associate Degree Programs

The Associate of Science (AS) degree is designed for the student who desires a concentrated program (usually technical in nature) in preparation for employment in health, industry or public service. The degree is available with majors in Criminal Justice, and Legal Studies. An Associate of Applied Science (AAS) degree is available with majors in Manufacturing Engineering Technology and Physical Therapist Assistant.

### General Requirements for Associate Programs

A student must<sup>1</sup>:

- Complete the general studies and major requirements;
- Earn a minimum of 62 credit hours (100 level and higher, maximum of 6 CED credit hours applicable);
- Earn an overall GPA of at least 2.0;
- Earn 20 of the last 30 credit hours at MWSU in institutional coursework (exclusive of credit by examination);
- Earn an overall GPA of at least 2.0 in those courses needed to satisfy the requirements of the selected major;
- Participate in required departmental and campus-wide assessments; and
- Fulfill the Missouri Constitution requirement.

<sup>1</sup> Some associate degree programs may require more than 62 credit hours, may require a higher GPA, may have minimum grade requirements and may have additional certification requirements. (See actual degree program for specific requirements.)

### General Studies Requirements for Associate Degrees

The required general studies curriculum consists of a common core which assures that all associate degree-seeking students will be provided the opportunity to acquire knowledge and skills to:

- Think critically and reason analytically;
- Write and speak clearly and effectively;
- Function as an enlightened citizen of our democratic society;
- Develop an appreciation of the cultural aspects of civilization;
- Appreciate the means for gaining and maintaining mental and physical health.

Code	Title	Credit Hours
<b>Category One - Basic Skills</b>		
ENG 104	College Writing and Rhetoric	3
COM 104	Oral Communication	3
<b>Category Two - Social Sciences</b>		
Select one of the following courses:		3
HIS 140	American History to 1865	
HIS 150	American History since 1865	
PSC 101	American National Government	
<b>Category Three - Humanities</b>		
Select one of the following courses:		3
ART 100	Introduction to Art	
ENG 210	Approaches to Literature	
ENG 220	Introduction to Reading Texts	
HIS 200	Ancient and Medieval Civilization	
HIS 210	Early Modern Civilization	
HIS 230	Modern Europe: 1789 to the Present	
HUM 203	Humanities: Ancient and Medieval	
HUM 204	Humanities: Middle Ages to the French Revolution	
HUM 205	Humanities: American Revolution to the Present	
PHL 210	Introduction to Philosophy	
MUS 101	Perspectives in Music	



THR 113	Introduction to Theatre	
<b>Category Four - Physical Health</b>		
PED 101	Fitness and Wellness	3
Total Credit Hours		15

## Academic Standards & Grading

### Grading System

Grades used in evaluating the work of students are as follows:

Level of Performance	Letter Grade	Quality Points Earned
Superior	A	4 per credit
Good (above average)	B	3 per credit
Average	C	2 per credit
Minimum (passing below average)	D	1 per credit
Failing	F	0 per credit
Incomplete (pending official grade)	I	0 per credit
Withdraw (no grade assessment)	W	0 per credit
Audit	AU	0 per credit
Credit	CR	0 per credit
No credit	U	0 per credit

### Grade-Point Averages

Grade-point averages are used to determine class standing and eligibility for graduation, the Dean's and President's Honor Lists, and membership in honor societies.

The grade-point average (GPA) is a numerical ratio of credits and grade points received. The following are examples of the method of computing the grade-point average:

- A student receiving 16 credits of B has earned 48 grade points. The GPA is  $48 \div 16 = 3.0$ .
- A student receiving 16 credits of which 8 credits are B and 8 credits are C has earned 40 grade points. The GPA is  $40 \div 16 = 2.5$ .

Credits earned in courses in which a grade of CR is given are not included in the computation of the GPA. When a course is repeated, only the last grade is included in the calculation. Grades of I, W, U or AU do not represent credit earned and are not included in the computation of the GPA. When a grade of F is received, the credits are included in the computation of the GPA. Under the A/Cr/U option, a grade of A is the only grade which will be used in GPA and honors calculations.

The overall grade-point average uses the same numerical ratio and includes all undergraduate credit earned at institutions accredited by the North Central Association or a similar regional agency.

### Pass-Fail Grading

Courses evaluated by pass-fail criteria receive the number of credits for that course with a grade of CR. A failure will result in a grade of F and no credit. Credits earned in courses that are stipulated in the catalog as being graded on a pass-fail basis will not be used in computing grade-point-averages for honors.

### Grade Change

A course grade change must be approved by the instructor, chairperson and dean. The approved grade change must be submitted to the Registrar prior to the end of the next regular (Fall/Spring) term after the close of the semester in which the original grade or incomplete was awarded. After this time period, a grade change must be approved by the Admissions and Graduation Committee.

### Incomplete Grades

Under certain circumstances, during the final grading process an Incomplete Grade Contract may be completed, approved and signed by the instructor, student and department chair. An incomplete grade may be given when accident, illness, death in the immediate family, or other documented circumstances beyond the student's control, prevent the student from completing some course requirements. An incomplete grade should only be considered when the majority of course requirements have been satisfied and the student is receiving a passing grade in said coursework. Students should be aware that an incomplete grade may affect the initial calculation of academic standing, eligibility for semester honors and eligibility for federal, state or institutional financial aid programs.

An incomplete grade must be removed within eight weeks after the last final exam day for the current term (fall, spring, summer); otherwise, the grade will be recorded as an "F". Any extension of time beyond the allotted eight weeks is not permitted. After the eight week deadline, the instructor of record may, under documented and justified conditions, submit a grade change to replace the "F" (see Grade Change policy).

The Incomplete Grade Contract with all signatures must be submitted to the Registrar's Office by the last day to submit final grades for the term which the Incomplete grade is being requested. No Incomplete Grade Contracts will be accepted after this date. Copies of the contract should be made and given to the instructor, student and department chair.

### Credit by Examination

Credit for general studies courses and major field courses may be obtained by taking a CLEP exam (College-Level Examinations Program) or a comprehensive test designed by the academic department for which the test-out applies. Each department determines which courses are appropriate for credit by examination and the test instrument to be used. Normally students request credit by examination early in their college career to avoid ineligibility at a later date.

Students may receive credit by examination if they:

- Are eligible to enroll at Missouri Western;
- Are not currently enrolled in a course for which an examination is being requested;
- Are granted written permission by the Testing Coordinator or the chairperson of the department to which the test would be applicable.

Note: A student must be degree-seeking and have courses in progress for the current semester at Missouri Western before Credit by Examination is included on the academic transcript. Further, the student must have transcript activity at the end of said semester in order to retain the Credit by Examination information on the transcript.

Students are not eligible to receive credit by examination if they have:

- Earned prior credit in the course at Missouri Western or in transfer;
- Audited the course;
- Attempted the course and received any transcribed grade assessment, or taken a college course or courses which contain the same basic material.

A complete list of every course eligible for Credit by Examination is available in the University Testing Center, Spratt 105, or at [www.missouriwestern.edu/testing](http://www.missouriwestern.edu/testing) (<http://www.missouriwestern.edu/testing>). Please contact the Testing Center at 271-4116 for specific guidelines, the Petition for Test Out Form, applicable fees, and to schedule an appointment.

## Non-Traditional Credit

Missouri Western State University may accept a total of 30 credit hours (maximum applicable to a degree) obtained through non-traditional credit or credit by examination. A student must be degree-seeking and have courses in progress for the current semester at Missouri Western before non-traditional credit is included on the academic transcript. Further, the student must have transcript activity at the end of said semester in order to retain the non-traditional credit information on the transcript.

Credit earned through the United States Armed Forces Institute (USAFI) in accordance with the recommendation of the Commission on Accreditation of Service Experiences of the American Council on Education, extension work from regionally accredited institutions of higher education, and correspondence work from regionally accredited institutions of higher education are generally recognized if documented by written records from the U.S. government and institutions of higher education.

## Transcripts and Records of Academic Work

Official transcripts will have a certifying signature, date of issue, and university seal. Requests for official transcripts must be made online through the student's GoldLink account or at [www.missouriwestern.edu/registrar/transcripts](http://www.missouriwestern.edu/registrar/transcripts) (<http://www.missouriwestern.edu/registrar/transcripts>) and requires the student's signature. A fee will be charged. Official transcripts will not be issued to or for students who have a debt with the university until such indebtedness has been paid in full, or to students who have failed to complete required entrance and/or exit requirements. Unofficial transcripts may be obtained by a student through their GoldLink account from the Missouri Western website. Unofficial transcripts may not be accessed by students who have a debt with the university until such indebtedness has been paid in full, to students who have failed to complete required entrance and/or exit requirements, or to students with coursework prior to 1985. Questions about unofficial transcript restrictions may be directed to the Registrar's Office at 816-271-4211 or Eder Hall 102. Student transcripts received from other colleges and universities become the property of Missouri Western, and are not reissued to the student or to another institution.

## Pathways to Academic Student Success (PASS)

Pathways to Academic Student Success (PASS) is a deliberate intervention program for students in each fall cohort who are on academic probation because they fall below a 2.0 overall grade point average after their first semester. Each fall cohort consists of first-time, full-time freshmen.

Students are automatically enrolled in PASS for the spring semester following their first semester if they earn below a 2.0 overall GPA. There is no student cost for the course, and its intent is to encourage positive study habits and connect students with campus resources. These strategies include time management, studying at the library, working with tutors at the Center for Academic Support, and meeting with peer and staff mentors. The objective is to help these students raise their GPA and completion rate while immersing them into the campus culture of academic options and resources.

## Academic Probation and Suspension

Students are placed on academic probation if the overall grade-point average (GPA) drops below 2.0. Students are placed on academic suspension if their overall GPA drops below the suspension GPA in the Table of Academic Standards which corresponds to the overall GPA hours, subject to the provisions listed below. To be placed on academic suspension a student:

- Must have been on academic probation or suspension during the previous semester (including Summer); and
- Must have a term GPA lower than 2.0.

Transfer students will be evaluated based on Missouri Western's Academic Standards. If found to be on suspension, the student will be subject to MWSU policies as if the suspension had been earned at Missouri Western.

### Table of Academic Standards

Overall GPA Hours <sup>1</sup>	Probation if Overall GPA is less than	Suspension if Overall GPA is less than
0-18	2.0	NA
19-30	2.0	1.500
31-45	2.0	1.600
46-60	2.0	1.700
61-75	2.0	1.800
76-90	2.0	1.900
91+	2.0	2.000

<sup>1</sup> Grades assigned as I, W, AU, CR or U are not included in GPA hours.

### Appealing an Academic Suspension

Students who believe that the causes of their suspension merit special consideration may submit a letter of appeal challenging their suspension. The deadline date for appeals is stated in the official notice of suspension that is emailed to the student's campus email address and sent to the current mailing address reported by the student. Appeals received after the deadline stated in the notice of suspension will not be considered. The Academic Regulations, Standards and Honesty Committee will review all appeals. The Committee may reinstate a student based on documented circumstances beyond the student's control. It is the student's responsibility to complete a Suspension Appeal form and provide documentation clarifying how the circumstances that caused poor performance have been addressed. More information can be found here (<https://intranet.missouriwestern.edu/registrar/probation-suspension>).

Students who are suspended because their GPA is adversely affected by grades over ten years old may also petition for reinstatement immediately following notice of suspension. It is the student's responsibility to complete a Suspension Appeal form, provide documentation, and a

recalculated GPA to include only grades earned within the last ten years. The ten years are to be calculated from the semester in which the student's current suspension occurs. The Committee will review each suspension of this type on a case by case basis, considering all factors, and may reinstate students if the evidence warrants it.

If reinstatement is granted for any circumstances, the student remains on academic probation. Furthermore, the suspension under appeal will remain on the student's record as a suspension and will be counted as such.

## Readmission After Suspension

Students placed on academic suspension may not attend MWSU for the time period indicated below unless the Academic Regulations, Standards and Honesty Committee grants their appeal. A "semester" is defined as the Fall or Spring terms only.

First Suspension	One semester
Second Suspension	Two semesters
Third Suspension	Four semesters
Fourth Suspension	Eight semesters
Fifth Suspension	Twelve semesters
Sixth Suspension	Sixteen semesters

Students applying for readmission after completing the required suspension period must file a new application with the Admissions Office. Students readmitted after suspension will enter on academic probation unless transfer work raises their overall GPA to a good standing status.

## Academic Renewal Policy

The Academic Renewal Policy is an appeals procedure which allows a current student to request an adjustment to his or her overall grade point average and credit hours earned. Through this policy Missouri Western seeks to give a student who has matured during his/her absence from university coursework a second chance in his/her college career, while also keeping the integrity of Missouri Western's academic standards.

Undergraduate students who are currently enrolled as a degree-seeking student may be eligible to petition for academic renewal.

- The student must not have been enrolled in college-level coursework as a degree-seeking student for five or more consecutive years. Hours earned for developmental, dual credit or continuing education courses are excluded from this five year time-frame.
- After the above mentioned five year university absence, the student must have completed at least two consecutive semesters at MWSU, earned at least 18 credit hours in courses 100 level or above at MWSU, received no course grade lower than a "C", and earned an overall GPA of 3.0 or higher during all semesters since the most recent five year absence. Note: A student may be disqualified from academic renewal eligibility if more than 15% course withdrawals ("W" grades) are recorded in the semesters since the most recent five year absence.

Students who meet the above criteria may petition the Admissions and Graduation Committee for academic renewal by completing and submitting the Petition for Academic Renewal form (available in the Registrar's Office). The applicant should attach to the form a letter of explanation and support documentation, if applicable, addressing the circumstances which occurred during the semester(s) he/she

is requesting to be excluded from their Missouri Western transcript and his/her academic experience and personal and professional accomplishments achieved during the timeframe away from higher education. The student must also include written support from their advisor or other faculty member in their major department with their Academic Renewal request. If approved, the student will receive an updated copy of the transcript once the Academic Renewal process has been complete.

## Conditions

- All credit and grades earned prior to the selected point in time will be excluded from GPA calculations and credit hours earned.
- Excluded coursework cannot be used to meet degree or prerequisite requirements. Students should work directly with their department to address major coursework or prerequisite requirements.
- "Academic Renewal" will be noted on the transcript for each relevant semester.
- Academic renewal will be applied to transfer work if it occurred before the selected point in time.
- Students will not be granted Academic Renewal after an application for graduation has been submitted or a previous degree awarded.
- Students who receive academic renewal are not precluded from graduating with honors.

## Notes

- Academic Renewal may impact financial aid eligibility. Applicants should contact the Director of Financial Aid for information and clarification.
- Academic Renewal is irrevocable.
- Students are limited to one appeal of academic renewal during their academic career at Missouri Western State University.
- Academic Renewal may not be used to obtain athletic eligibility.
- Academic Renewal is a Missouri Western State University policy and may not be recognized by outside agencies or other institutions.

## Semester Honors

The President's Honor List is globally calculated one time, immediately following each semester and published thereafter. To be included on the President's List, a student must be carrying 12 or more credits with a grade-point average of 4.0, exclusive of audits, incompletes or credit earned in courses that are stipulated in the catalog as being graded on a pass-fail basis. A Dean's Honor List is globally calculated one time, immediately following each semester and published thereafter. To be included on the Dean's List a student must be carrying 12 or more credits with a grade-point-average of 3.5 or higher, exclusive of audits, incompletes or credit earned in courses that are graded on a pass-fail basis. Any grade change which results in a student not qualifying for an Honor List designation will have the designation removed from their student record.

## Final Exam Policy

The final exam schedule will be published by the Registrar's Office prior to each semester and the designated period will be used either for administration of a final exam or for other appropriate course terminating activities. All courses, including 1 and 2 credit hour courses, will have final exams in their regular classrooms during final exam week according to the published schedule. It is the responsibility of both students and

faculty to comply with the final exam policy. Final exam guidelines are listed below:

- Final exam periods are 2 hours with 1 hour between periods.
- Final exam information will be documented in the course syllabus.
- Classes which begin at a time not listed on the final exam schedule will observe the final exam time of the closest previous class time listed.
- Classes which meet at different hours (for example, 9:00am on Monday/Wednesday and 10:00am on Thursday) will hold the final exam based on the first hour and day listed.
- Classes with linked lecture and laboratory sections will observe the final exam period based on the section that carries the credit hours.
- Classes which meet at 4:30pm or after will hold final exams at their regular class time during the final exam week. Those evening classes with two meetings per week will use the first meeting for the final exam with the second meeting used at the discretion of the instructor.
- Blended classes (B1=Online 1%-69%) which have weekly meeting times will hold final exams in their regular classrooms according to the published schedule.
- Blended classes (B2=Online 70%-99%) and 100% online classes will hold final exams during the final exam week according to the course syllabus.
- Saturday classes will hold final exams at their regular class time during the final exam week.
- Off-Schedule classes will hold final exams on the last scheduled class meeting.
- First 8-week classes will hold final exams on the last scheduled class meeting.
- Second 8-week classes will hold final exams according to the designated time during the full-semester final exam week.
- Summer classes will hold final exams on the last scheduled class meeting.
- Any student who has three or more final exams scheduled on the same day may make arrangements with instructors of those courses to reschedule one final exam to another day during the final exam week. The student may appeal to the appropriate dean for assistance, if needed. That appeal should be made no later than one month prior to the last day of the final exam week.
- If a final exam is canceled for inclement weather every effort will be made to make the exam up prior to the end of the published final exam week. Communication regarding any final exam schedule adjustments will be made via the Missouri Western website and through the Griffon Alert system.

## Enrollment & Registration

### Credit Units

The unit of credit is the semester hour, which represents a period of weekly study for a semester.

### Credit/Contact Hours

Missouri Western State University records course credits in semester hours. Credit hours are assigned as follows:

- Traditional face-to-face courses: one student credit hour for each hour a course meets per week for the 15-week semester.

- Laboratory, studio, clinicals, and practicum or internship courses: one student credit hour for each two or three hours a course meets per week for the 15-week semester, dependent on the type of course.
- Online courses: credit hours will be assigned in the same manner as face-to-face courses.
- Off schedule and short term courses: credit hours are assigned in the same manner as 15-week courses except on a pro-rated basis.

## Course Numbering System

Each course bears a number that identifies its level, as follows:

000-099	Courses that do not apply toward a degree
100-199	Freshman-level courses
200-299	Sophomore-level courses
300-399	Junior-level courses
400-499	Senior-level courses

Courses numbered 100-299 are considered lower-division courses, and those numbered 300-499 are considered upper-division courses.

Departments may offer special topics courses without prior approval of the Undergraduate Curriculum Committee on a single-offering basis, in order to experiment with innovative methods, content or to take advantage of visiting faculty. Course numbers 196-199, 296-299, 396-399, and 496-499 are reserved for assignment to special topics courses. These offerings require approval by the Provost/Vice President for Academic Affairs.

## Description of Course

All courses and detailed description are listed within the offering academic department. Before the opening of each term, a class schedule is available on-line at [griff.vn/schedule](http://www.griff.vn/schedule) (<http://www.griff.vn/schedule>) which lists the specific courses to be offered that term with the time of meeting, the building, and the room number. The University reserves the right to cancel, without notice, any course listed in the catalog or in the class schedule for any term.

## Registration and Change of Class Schedule

Refer to the on-line class schedule at [griff.vn/schedule](http://www.griff.vn/schedule) (<http://www.griff.vn/schedule>) for detailed information on registration.

Currently enrolled students are encouraged to register early for classes. An alternate PIN is required for registration. The start of the registration period is announced in the academic calendar at [www.missouriwestern.edu/registrar/academic-calendar](https://www.missouriwestern.edu/registrar/academic-calendar) (<https://www.missouriwestern.edu/registrar/academic-calendar>) and student's are sent communications to their Missouri Western email account.

New and returning students will be notified by the Admissions Office of dates for registration. More information can be found in the class schedule at [griff.vn/schedule](http://www.griff.vn/schedule) (<http://www.griff.vn/schedule>) and in the appropriate term's online Registration Guide, [www.missouriwestern.edu/registrar/registration](http://www.missouriwestern.edu/registrar/registration) (<http://www.missouriwestern.edu/registrar/registration>).

Registered students may, at anytime prior to the first day of the term, drop any or all classes with no penalty. A student may also add or drop classes after the first day of the term. Deadlines, procedures

and refund schedules can be found in the appropriate term's online Registration Guide, [www.missouriwestern.edu/registrar/registration](http://www.missouriwestern.edu/registrar/registration) (<http://www.missouriwestern.edu/registrar/registration>).

Late Registration is held once classes have begun. Deadlines and procedures can be found in the appropriate term's online Registration Guide, [www.missouriwestern.edu/registrar/registration](http://www.missouriwestern.edu/registrar/registration) (<http://www.missouriwestern.edu/registrar/registration>). Degree-seeking status may only be declared on the first day of Late Registration.

## Student Classification System

Students are classified according to the number of semester credit hours completed satisfactorily.

Semester Credit Hours	Classification
0-29 hours	Freshman
30-59 hours	Sophomore
60-89 hours	Junior
90+ hours	Senior

## Alternate PIN

A 4-digit Alternate Personal Identification Number (PIN) is distributed by advisors and academic departments to currently enrolled degree seeking students for the purpose of registration. The Alternate PIN changes before each registration period.

## Dropping ENG 100 or MAT 083 or RDG 095

A signature from the Student Success & Academic Advising Center, Eder Hall 209, is required to drop:

Code	Title	Credit Hours
ENG 100	Introduction to College Writing	3
MAT 083	Foundations for University Mathematics II	3
RDG 095	Reading Skills Improvement	3

## Withdrawal/Extended Leave of Absence from the University

Prior to the official end of the add/drop period, students may drop all classes on-line through Goldlink or by notifying the Registrar's Office, Eder Hall 102, in writing (include name, student I.D. number, last date of attendance, signature and contact information). The effective date of withdrawal will be the date on which the written notification is received by the Registrar's Office. Any applicable refund of tuition and fees will also be applied to the student account as of the effective date.

After the withdrawal deadline a student must petition the Admissions and Graduation Committee, through the Registrar's Office, to withdraw from all or individual classes. Only documented situations, beyond the control of the student will be considered. Failure to submit a formal request for a withdrawal will result in the student receiving failing grades.

Under compelling circumstances beyond the student's control, including military obligations, a student may request a leave of absence. A Leave of Absence form may be completed online or in the Registrar's Office and must include supporting documentation. A leave of absence can be granted for up to 3 semesters (excluding summer term).

A documented leave is primarily a means of communication to the University and

- may include a request for a current semester late withdrawal;
- does not alter current semester course completion deadlines as indicated by the academic calendar;
- does not impact outstanding financial obligations without appeal to the University Bursar;
- does not extend the expiration date of an officially declared program/major; and
- is not a formal method to avoid admission or registration requirements upon the student's return.

The University and/or academic advisor will continue to make contact with a student on extended leave during the identified absence period.

Students who are ready to return to MWSU after a leave of absence should notify the Admissions Office so assistance can be provided.

## Repeating Courses

Students are permitted to repeat any course. (The A/Cr/U option cannot be used to repeat a course in which a prior letter grade of D or F was earned.) When a course is repeated, the original grade remains on the transcript but is excluded (E) from the GPA calculation and the most recent grade is included (I) in the GPA. Topics and related format courses which change in content on a semester to semester basis do not apply in this regard. Courses which may be repeated for credit are only excluded from the GPA calculation if previous attempt(s) are a failing grade.

## A/Credit/Unsatisfactory Grading

The major objective of the A/Cr/U option is to encourage students to explore challenging elective courses they might not otherwise select. Only courses which are normally graded A through F may be taken A/Cr/U. The following guidelines apply for the A/Cr/U option:

1. Students must have satisfactorily completed at least twelve (12) credit hours to be eligible.
2. Students must have a pre-major or Major Declaration Form on file with their chosen department.
3. Students on academic probation are not eligible.
4. Coursework may not be taken in the major and minor fields. This includes cognate courses stipulated by the major and minor degree programs.
5. Only one course per semester or summer session may be taken A/Cr/U.
6. All undergraduate level courses may be taken.
7. A grade of A received in a A/Cr/U course will be recorded as an A. A grade of B or C will be recorded as a Cr. A grade of D or F will be recorded as a U and will not receive course credit or be included in any GPA calculation.
8. The number of credit hours completed under this option will number no more than twelve (12) for any degree. Exception: Hours attempted in a course taken under the A/Cr/U option and graded as an A will not be deducted from the twelve (12) hours allowed to a student under this grading system.
9. Students are expected to meet all course prerequisites.
10. Students must designate the A/Cr/U option at the Registrar's Office before the end of the fourth week after the first day of classes (second week of summer session).

11. Instructors will not be informed that students are enrolled under the A/Cr/U option. Regular procedures will be followed in the submission of final grades by the instructor to the Registrar. Grades will be assigned A, Cr, or U in the Registrar's Office.
12. A course completed under the letter grade system in which D or F was earned may not be repeated on an A/Cr/U.

Students should be aware that some schools, scholarship committees and honorary societies do not accept work taken on a non-graded basis. Furthermore many employers do not view non-graded coursework favorably. All students should be very cautious in using the A/Cr/U option.

## Auditing a Class

A class auditor is a student registered for a course only for informational instruction, not to earn credit. A student may audit a course for a number of reasons, ranging from skills improvement to a review before registering for credit. Regardless of the purpose, it is important that students get a meaningful experience from instruction and make satisfactory progress toward their purpose. It is the role of the instructor to aid students in this determination. Therefore, audit students should expect to work closely with their instructor.

Students enrolling in a class for credit may choose to change that registration to audit before the end of the tenth week of the semester (fifth week of 8-week summer session; third week of 4-week summer session.) A change from audit to credit must be completed by the end of the first week of classes. Credit by Examination is not available for any student who has audited the course.

## Rights & Responsibilities

### Family Educational Rights and Privacy Act of 1974 (FERPA)

The Family Educational Rights and Privacy Act of 1974, as amended, is a federal law which sets forth requirements aimed at protecting the privacy of educational records. Education records are defined as those records which directly relate to a student and are maintained by an educational agency or institution or by a party acting on behalf of that institution. Any educational institution that receives funds under any program administered by the U.S. Secretary of Education is bound by FERPA requirements.

Students have the following inherent rights under FERPA –

1. Control the disclosure of their “education records” to others.
2. Inspect and review their “education records”.
3. Seek amendment to their “education records”.
4. File a complaint with the Department of Education.

Once students are enrolled at MWSU, FERPA rights transfer to the student, regardless of the student's age.

In the absence of an official request, information contained in a student's records remains confidential between the student and MWSU and will not be released to third parties without the consent of the student, with the following exceptions:

- as directory information;
- to school officials with legitimate education interest;
- to schools which the student is seeking admission;

- to organizations conducting studies of or on behalf of educational institutions;
- to federal, state or local education authorities;
- in connection with the receipt of financial aid;
- to accrediting agencies;
- to comply with a judicial order or subpoena;
- in health or safety emergencies;
- results of a disciplinary hearing to an alleged victim of a crime of violence;
- to parents of students under the legal drinking age if caught possessing or using alcohol or drugs.

Missouri Western State University defines directory information as:

- name;
- mailing address;
- phone numbers;
- campus e-mail address;
- date of birth (month/day);
- major or field of study;
- dates of attendance;
- enrollment status;
- anticipated graduation date;
- classification;
- degrees awarded;
- honors awarded;
- previous institutions attended;
- participation in activities/sports;
- weight/height of athletes.

Currently enrolled students may withhold disclosure of information under the Family Educational Rights and Privacy Act of 1974, as amended.

To withhold disclosure, written notification must be received in the Registrar's Office (Eder Hall 102). A hold will not apply retroactively and will remain valid until the student submits notification in writing, stating otherwise. Missouri Western assumes that failure on the part of any student to specifically request the withholding of “Directory Information” indicates individual approval for disclosure.

Request for records inspection should be directed to the official in charge of maintaining the record. The personally identifiable educational records of each student and former student maintained by the university are open for inspection by the student, except in limited cases where privacy, confidentiality, or professional privileges of another person is involved.

The student may challenge an inaccurate record and request a hearing concerning any alleged inaccuracy contained therein. Any challenge must establish by a preponderance that the record is inaccurate. If desired, the student may submit a written explanation of a record's content, which then becomes a part of the record. Additional information regarding FERPA may be obtained from the Registrar's Office, Eder 102 or the University's Risk Manager, Popplewell 119.

## University E-Mail/Portal Use Policy

Missouri Western State University has designated the MWSU e-mail system and the Missouri Western GoldLink electronic portal (goldlink.missouriwestern.edu (<https://goldlink.missouriwestern.edu>)) as official methods of communication to students, faculty, and staff. Each student, faculty, and staff member receives a MWSU hosted e-mail

account and network login/password. This e-mail account is the primary resource used for MWSU communications between students, faculty, and staff. Official notices and information regarding the University will be sent through the MWSU e-mail system and/or posted on the Missouri Western GoldLink electronic portal.

The University has determined that use of the MWSU e-mail system and the GoldLink portal is critical to the success of students and employees in daily routines or job performance. Students are expected to check their e-mail accounts and access GoldLink at least once per week. Faculty and staff are expected to check their e-mail accounts and access GoldLink every 1–2 business days during active work periods.

Typical e-mail communications sent by MWSU include information regarding enrollment, grades, billing, payments, financial aid, and campus activities. Typical information provided by the Missouri Western GoldLink portal includes personal announcements, campus announcements, messages for targeted audiences, and access to the Banner Self-Service system. It is the responsibility of students, faculty, and staff to stay informed. Therefore, it is expected that students, faculty, and staff access these electronic communication mediums to stay informed of the activities of MWSU and to communicate in a timely manner.

## Preferred Name Policy

The Preferred Name Policy at Missouri Western State University allows students to change their first names in most university information systems without pursuing a legal name change. The University hopes to give students an empowering, safe and nondiscriminatory university experience. Reasons for name changes may include transgender or gender nonconforming identities, international students or other students who wish to adopt an English language name, students known by names that are different from their legal names, etc. The complete policy and procedures on how to make a name change can be found at [www.intranet.missouriwestern.edu/registrar/name-changes](http://www.intranet.missouriwestern.edu/registrar/name-changes) (<https://intranet.missouriwestern.edu/registrar/name-changes>).

## Access to Personal Information

Students may access university and personal information by logging into their GoldLink account at [goldlink.missouriwestern.edu](https://goldlink.missouriwestern.edu) (<https://goldlink.missouriwestern.edu>). A unique username and password will provide secure entry to view grades, schedule of classes, unofficial transcript, financial statements, address, and other personal and confidential information. Students who lose their password may visit the GoldLink login page for instructions to reset their password. The username and answers to unique and personal security questions will be required in order to receive a new password.

## Academic Advisement

Academic advisement of students is an integral part of academics at Missouri Western. All degree-seeking students are assigned an advisor who helps provide information regarding degree requirements, semester class selection, and career direction. Semester advisement is mandatory for students who have attempted fewer than 24 credit hours and for students whose GPA is less than 2.0. Most departments require academic advising each semester for all majors.

Advisors will recommend completing developmental courses during the first semesters enrolled at Missouri Western. This will allow students to move into their general studies courses and help complete acceptance requirements needed for many MWSU degree programs. **Degree-seeking students who are required to take developmental coursework**

**(mathematics- MAT 083 Foundations for University Mathematics II; English-ENG 100 Introduction to College Writing; or reading-RDG 095 Reading Skills Improvement) must follow the university admissions criteria to be enrolled in such coursework their first semester at Missouri Western. Further, the student will be expected to complete those same courses continuously during subsequent semesters.** Once enrolled in these courses, a signature from the Student Success & Academic Advising Center, Eder Hall 209, is required to drop. Upon completion of developmental work, students should progress, in the following semester, to the general education English and math requirements, allowing them to complete the general education English and math requirements prior to attempting 60 credit hours.

As part of the procedure for the academic advisement/preregistration system at Missouri Western, students will meet with their respective advisors each semester to work out their schedules for the next semester of study. However, students are encouraged to meet with their advisor on a regular basis to develop the type of meaningful advisor-student relationship that we at Missouri Western prize as one of the hallmarks of our institution.

All degree-seeking students should declare a major or pre-major before 60 hours of course work has been attempted. Owing to the nature of the one-year certificate and two-year associate degrees, students in these programs are advised to consult with the chairpersons of the appropriate departments as early as possible.

## Declaring a Major or Minor

A student officially declares a major by completing a Major Declaration Form with an advisor in the academic department where the major is housed. A Minor Declaration Form may be completed with the student's major department or the department housing the minor. The completed document(s), with appropriate signatures, must be received in the Registrar's Office in order for the process to be complete. The declaration of major should be made once 60 credit hours of course work has been attempted. If the student is unable to declare a major, a pre-major should be declared.

The university catalog in effect at the time of completion of the appropriate Major or Minor Declaration form will be used to determine course requirements. The major degree program remains effective for no more than six years following its approval date. Students are responsible for the requirements of their educational programs and should work closely with their advisor to see that those requirements are met.

In the process of earning a degree, students must complete requirements for that degree and any necessary state certification requirements. If certification or statutory requirements change and additional requirements become effective during the time a student is enrolled in a program, the new requirements take precedence over previously existing degree or certification standards.

Current Major and Minor Declaration Forms can be found through the website of the appropriate academic department or [www.missouriwestern.edu/registrar](http://www.missouriwestern.edu/registrar) (<http://www.missouriwestern.edu/registrar>).

## Course Load

The maximum number of credits a student may take is 18 credits per semester or 9 credits in a summer term. Upon approval of the College/School Dean, a student who has a 3.0 overall GPA or a 3.0 GPA for the

previous semester or term may take additional credit for the following semester or term.

## Class Attendance

Missouri Western State University has the expectation that students should be active participants in their coursework. Regular class attendance is considered a key element of participation and an essential part of the educational experience. Specific attendance requirements for individual courses will be communicated through the course syllabus.

## Consumer Information

The Higher Education Opportunity Act of 2008 (HEOA) requires postsecondary institutions participating in federal student aid programs to make certain disclosures to students. Additional information pertaining to the consumer information topics listed below may be found online at [www.missouriwestern.edu/sci](http://www.missouriwestern.edu/sci) (<http://www.missouriwestern.edu/sci>).

- Academic Programs and Accreditations
- Alcohol and Other Drug Policy
- Annual security report (Clery Act)
- Annual fire safety report
- Availability of Financial Assistance
- Complaint Resolution
- Constitution Day
- Copyright Infringement and Peer-to-Peer File Sharing Policies and Sanctions
- Cost of Attendance
- Equity In Athletics Disclosure Act (report on athletic program participation rates and financial support data.
- Family Educational Rights and Privacy Act (FERPA) - rights regarding inspection, review and consent to disclosure of personally identifiable information.
- Federal Student Financial Aid Penalties for Drug Law Violations
- Financial Aid Application procedures and methods by which financial aid is disbursed
- Graduation and Retention Rates (Student Right-to-Know Act)
- Graduation or completion rates and transfer-out rates of undergraduate student athletes
- Placement of and types of employment obtained by graduates of Missouri Western's degree and certificate programs.
- Placement of and types of employment obtained by graduates of Missouri Western's graduate certificate programs (Gainful Employment)
- Refund Policy, Requirements for Withdrawal and Return of Title IV Funds
- Retention rate as reported to IPEDS
- Rights and responsibilities of Title IV aid recipients
- Services for Students with Disabilities
- Standards for maintaining Satisfactory Academic Progress (SAP)
- Student Body Diversity
- Textbook Information/Required Course Materials
- Vaccination Policies
- Voter Registration Information

In keeping with the requirements of Title IX of the Education Amendments Act of 1972 in regard to sex discrimination, Section 504 of the Rehabilitation Act of 1973 in regard to disability discrimination and the Age Discrimination Act of 1975 as to age discrimination, as well as other applicable federal and state laws and regulations as they pertain to discrimination in the areas of age, race, color, religion, sex, sexual orientation, gender identity or expression, marital status, pregnancy or parental status, national origin, veteran status, genetic information, disability, and all other legally protected classes, Missouri Western State University follows a policy of nondiscrimination in the aforementioned areas in regard to all employment practices and to the awarding of student financial aid as well as recruitment, admission, housing, placement, and retention of students. The Title IX Coordinator is Adam McGowan, Student Affairs and the Equal Opportunity Officer is Sara Freemyer, Director of Human Resources. The Section 504-ADA Coordinator is Michael Ritter, Disability Service Coordinator.

For additional information, including requesting a paper copy of any materials, please contact the appropriate office.

## Academic Services & Support

The Academic Services & Support chapter addresses the following information -

- University Orientation Courses (p. 30)
- Reading Courses (p. 31)
- Honors Program (p. 31)
- ATLAS (Advising, Tutoring, Learning, & Academic Support) (p. 33)
- Study Abroad & Exchange Programs (p. 33)
- Library (p. 34)
- Instructional Media Center (p. 34)

## University Orientation Courses

### UNV 101 Foundations of University Experience Credits: 3

**Typically Offered:** Fall, Spring, Summer.

**Course Description:** Introduces students to the vocabulary and processes of critical thinking and their application to reading and writing, academic and personal skills critical for success in college and the practical application of those skills within a seminar setting. Students develop study skills, learn about campus resources and policies, and explore career options. Each section focuses upon a different seminar topic which serves as the basis for assignments and class discussions.

**RESTRICTIONS:** Course admission is limited to students with fewer than 24 hours of college credit from Missouri Western, including those in progress. Furthermore, this course is not open to students with credit for or currently enrolled in UNV 151 Introduction to Critical Thinking.

### UNV 151 Introduction to Critical Thinking Credits: 1

**Typically Offered:** Fall, Spring.

**Course Description:** Introduces students to the vocabulary and processes of critical thinking and their application to reading and writing within a seminar setting. This course is not open to students with credit for or currently enrolled in UNV 101.

**RESTRICTIONS:** This course is not open to students with credit for or currently enrolled in UNV 101 Foundations of University Experience.



**UNV 205 Library Resources and Research Credits: 1****Typically Offered:** Fall, Spring.**Course Description:** Develops general library skills, research techniques, and strategies for effectively accessing information. **Prerequisite(s):** UNV 101.

## Reading Courses

### Reading (RDG)

**RDG 095 Reading Skills Improvement Credits: 3****Typically Offered:** Fall, Spring, Summer.**Course Description:** Reading Skills Improvement is designed for students who need to improve their understanding of written expression. The focus of the course is on higher-level comprehension and vocabulary skills. Students use a weekly news magazine to apply and practice skills learned in the class and to provide a background for written assignments. This course is required for all students who have not achieved a score of 18 or higher on the ACT reading subscore or who score less than the established state and/or school benchmark.**RDG 100 College Reading Skills Credits: 3****Typically Offered:** Fall, Spring.**Course Description:** In this advanced elective course, designed for students to further improve their reading, students will develop critical reading skills, expand background knowledge through reading, increase vocabulary, develop flexible reading techniques, and improve study and writing skills. Students use National Geographic and Atlantic Monthly (or other like magazines), or one of these magazines and the textbook in a first-year course linked to RDG 100, to apply and practice skills learned in the class and to provide a background for written assignments and class discussions. **Prerequisite(s):** RDG 095, or ACT reading score of 18 or higher, or Accuplacer Reading Test score of 85 or higher.

## Honors Program

Dr. Teddi Deka, Director

deka@missouriwestern.edu

Honors Office (816) 271-4535

www.missouriwestern.edu/Honors (<http://www.missouriwestern.edu/Honors>)

Dedicated to academic excellence, the nationally affiliated Honors Program at Missouri Western State University provides an enriched educational experience for the exceptional student. The program is designed for the student who enjoys learning, and whose personal goals emphasize the pursuit of understanding and knowledge. Ultimately, the program provides students with academic training and skills which will serve them well in both their chosen careers and their personal lives.

Goals of the program are to foster the growth of intellectual inquiry, independence, and initiative in honors participants with an array of learning experiences including special courses, colloquia, and independent research and study. Each honors experience is simultaneously challenging, exciting, and enjoyable.

Students wishing to participate in the Honors Program must complete an application available at [www.missouriwestern.edu/Honors](http://www.missouriwestern.edu/Honors) (<http://www.missouriwestern.edu/Honors>) and meet the admission and maintenance requirements:

**Incoming Students** - Students may apply with minimum ACT composite score or superscore of 26 and unweighted high school GPA of 3.5 or top 10% of class. Students are admitted after review of the application by the

Honors Director and/or Honors Committee. Students must maintain a 3.2 GPA (freshmen) or 3.5 GPA (non-freshmen) to remain in good standing with the Honors Program.

**Current Students and Transfer Students** - Students may apply with a minimum GPA of 3.5 based on at least 15 hours of college-level coursework at MWSU or other accredited university. Students are admitted after review of the application by the Honors Director and/or Honors Committee. Students with more than 32 hours of college credit may only be considered for Majors Honors. Students must maintain a 3.5 GPA to remain in good standing with the Honors Program. Honors students may earn General Studies Honors and/or Majors Honors, as specified below.

## General Studies Honors

To earn General Studies Honors, a student must:

- Take 6 General Studies Honors courses (18-24 credit hours), earning an A or a B in each course;
- Take 6 credit hours of Honors Colloquia, earning an A or a B in each colloquia;
- Maintain good standing (overall GPA of 3.2 [freshmen] or 3.5 [non-freshmen]);
- Take all General Studies Honors courses from faculty at Missouri Western.

## General Studies Honors Courses

The courses listed below are always considered honors, regardless of section number.

Code	Title	Credit Hours
ENG 112	Honors Composition and Rhetoric	3
MAT 165	Calculus with Analytic Geometry I: Differentiation	3
MAT 167	Calculus with Analytic Geometry I	5
PHY 210	University Physics I	5

The following three-year cycle of general studies courses ensures that courses from the various categories and subcategories of the General Studies Program are available to the students. Courses from the General Studies Honors Program will be available at least once in every four-year cycle. Highly enrolled courses are offered each year. Honors sections are indicated with a section number in the 80's, such as PED 101-80.

## Fall of Even-Numbered Years

Code	Title	Credit Hours
BIO 101	Principles of Biology	4
BIO 105	Principles of Organismal Biology	4
CHE 111	General Chemistry I	5
COM 104	Oral Communication	3
ENG 112	Honors Composition and Rhetoric	3
HIS 140	American History to 1865	3
HIS 200	Ancient and Medieval Civilization	3
or HIS 210	Early Modern Civilization	
HUM 203	Humanities: Ancient and Medieval	3
or HUM 204	Humanities: Middle Ages to the French Revolution	
or HUM 205	Humanities: American Revolution to the Present	

MAT 165	Calculus with Analytic Geometry I: Differentiation	3
or MAT 167	Calculus with Analytic Geometry I	
MUS 101	Perspectives in Music	3
PED 101	Fitness and Wellness	3
PHY 104	Introduction to Astronomy	4
PHY 210	University Physics I	5
PSY 101	General Psychology	3
REL 250	Religions of East Asia and Oceania	3
or REL 251	Religions of the West	
or REL 252	Religions of South Asia and Africa	

### Fall of Odd-Numbered Years

Code	Title	Credit Hours
BIO 101	Principles of Biology	4
BIO 105	Principles of Organismal Biology	4
CHE 111	General Chemistry I	5
COM 104	Oral Communication	3
ENG 112	Honors Composition and Rhetoric	3
GEO 100	World Geography	3
HIS 140	American History to 1865	3
HUM 203	Humanities: Ancient and Medieval	3
or HUM 204	Humanities: Middle Ages to the French Revolution	
or HUM 205	Humanities: American Revolution to the Present	
MAT 165	Calculus with Analytic Geometry I: Differentiation	3
or MAT 167	Calculus with Analytic Geometry I	
MUS 101	Perspectives in Music	3
PED 101	Fitness and Wellness	3
PHY 104	Introduction to Astronomy	4
PHY 210	University Physics I	5
PSY 101	General Psychology	3
REL 250	Religions of East Asia and Oceania	3
or REL 251	Religions of the West	
or REL 252	Religions of South Asia and Africa	

### Spring of Even-Numbered Years

Code	Title	Credit Hours
CHE 111	General Chemistry I	5
COM 104	Oral Communication	3
ECO 101	Current Issues in the Economy	3
ENG 112	Honors Composition and Rhetoric	3
HIS 210	Early Modern Civilization	3
or HIS 230	Modern Europe: 1789 to the Present	
MAT 167	Calculus with Analytic Geometry I	5
PED 101	Fitness and Wellness	3
PHL 230	Ethics	3
PHY 107	Introduction to Physics	4
PSC 101	American National Government	3
THR 113	Introduction to Theatre	3

### Spring of Odd-Numbered Years

Code	Title	Credit Hours
ART 100	Introduction to Art	3
CHE 111	General Chemistry I	5
COM 104	Oral Communication	3
ENG 112	Honors Composition and Rhetoric	3
HIS 150	American History since 1865	3
MAT 167	Calculus with Analytic Geometry I	5
PED 101	Fitness and Wellness	3
PHL 210	Introduction to Philosophy	3
PHL 230	Ethics	3
PHY 107	Introduction to Physics	4
PSC 101	American National Government	3
SOC 110	Introduction to Sociology	3
or SOC 120	General Anthropology	

#### HON 195 Honors Colloquium Credits: 2

**Typically Offered:** Fall.

**Course Description:** A selected topics course designed for students participating in General Studies Honors. Elements of General Studies courses will be interrelated. This course is restricted to first semester freshmen accepted into the Honors Program.

#### HON 395 Honors Colloquium Credits: 2-3

**Typically Offered:** Fall, Spring.

**Course Description:** A selected topics course designed for students participating in Majors or Interdisciplinary Honors. Elements of General Studies will be interrelated. This course may be repeated for credit.

#### HON 490 Honors Research Credits: 1-3

**Typically Offered:** Fall, Spring.

**Course Description:** Original student research in a discipline or combined disciplines. Students enrolled in this course must be working toward Majors Honors. This course cannot be used in disciplines where research courses already exist. **Prerequisite(s):** Junior or senior standing and consent of instructor and Honors Director.

## Majors Honors

Honors students in good standing (3.5 or higher GPA) may pursue Majors Honors (honors within their major or discipline), solely, or in addition to General Studies Honors. Students are requested to contact their academic advisor and chairperson for information about Majors Honors within their discipline.

A student who is intending to achieve Majors Honors at MWSU must:

1. Indicate intention by completing the Majors Honors Approval Form (available on the honors webpage) with his or her faculty mentor/research advisor, and submitting it to the Honors Program office (Spratt 202) for approval.
2. If pursuing only Majors Honors: Complete 6 credit hours of Honors colloquia at the 300- level, with a grade of A or B. If pursuing both General Studies Honors and Majors Honors: Complete 4 credit hours of Honors Colloquia at the 300-level, with a grade of A or B, IN ADDITION TO the 6 credit hour colloquia requirement for General Studies Honors, for a total of 10 credit hours of Honors Colloquia.
3. Complete two designated three-credit upper-division courses in his or her major department, attaining a grade of A or B in each. These upper-division courses do not have to be the same for every student who elects Majors Honors in that department. The student must

have approval from the supervising faculty member, department and honors director.

4. Complete a major research project or creative work in conjunction with the two courses (or in addition to them).
5. After completion, submit the Majors Honors Progress Report (available on the honors webpage) along with a copy of the completed research project that has been (or will be) presented at a regional/national venue or submitted for publication.

The Honors Office will verify successful completion of General Studies Honors and Majors Honors to the Registrar's Office. These designations will appear on the student's official transcript. Students must be in good standing with the Honors Program to be awarded General Studies Honors and Majors Honors.

## ATLAS (Advising, Tutoring, Learning, & Academic Support)

The ATLAS unit is comprised of the Center for Academic Support, Student Success & Academic Advising Center, and Freshman Seminar. ATLAS provides pathways to foster student academic and individual success. Our vision is to work as a unit, helping students navigate their educational journey through advising, tutoring, learning, and academic support.

### Center for Academic Support

(816) 271-4524

[www.missouriwestern.edu/cas](http://www.missouriwestern.edu/cas) (<http://www.missouriwestern.edu/cas>)

The Center for Academic Support is dedicated to helping students excel academically in college. The primary goal of the Center is to complement students' classroom instruction by providing support in the following areas:

1. tutoring in general studies math, from MAT 083 Foundations for University Mathematics II through MAT 167 Calculus with Analytic Geometry I;
2. tutoring in writing for any course on campus;
3. content tutoring for most courses on campus.

The Center also sponsors study groups, Supplemental Instruction (SI) and workshops. The Center's services are designed to assist students in both their general studies and upper division courses.

Staffed by full-time professionals and trained student tutors, the Center emphasizes individualized attention and flexible services. Most students receive one-on-one tutoring, while others work in small groups or independently. The Center's website contains numerous handouts that students can download, a list of available content tutors, information about the staff, and a detailed explanation of services and hours.

The Center for Academic Support is located in Hearn Center 213. The services, materials and programs the Center has to offer are free to Missouri Western students. For more information or to make an appointment, call the CAS.

### Freshman Seminar

(816) 271-5621

[www.missouriwestern.edu/fye](https://www.missouriwestern.edu/fye) (<https://www.missouriwestern.edu/fye>)

Freshman Seminar (UNV 101 Foundations of University Experience) is housed in Eder Hall 209. This course offers students an introduction to the intellectual life at the University and provides a rigorous and engaging academic experience. UNV 101 Foundations of University Experience is part of the student success series along with CED 131 Griffon Edge Orientation and the Learning Community classes.

## Student Success & Academic Advising Center

(816) 271-5990

[www.missouriwestern.edu/advising](http://www.missouriwestern.edu/advising) (<http://www.missouriwestern.edu/advising>)

Student Success & Academic Advising Center is committed to assisting with the growth and development of students as they pursue their academic and life goals. By utilizing professional advisors, Student Success works to provide a positive and fulfilling advising experience for all students.

The professional advisors in Student Success & Academic Advising Center use a variety of interventions aimed at promoting student success and student engagement. They also provide academic advisement for special groups of students on campus and are available to answer registration questions and a variety of general questions related to academic advisement. Professional advisors are also available to assist students with developing a degree plan by mapping out their journey to reach their educational goals. Students are encouraged to visit the Student Success & Academic Advising Center in Eder Hall 209 for assistance or call for an appointment.

## Study Abroad & Exchange Programs

(816) 271-4194

[www.missouriwestern.edu/studyaway](http://www.missouriwestern.edu/studyaway) (<http://www.missouriwestern.edu/studyaway>)

The Office of Study Abroad and Exchange Programs exists to offer Missouri Western students the opportunity to enrich their educational experience by studying away from the St. Joseph campus. This is achieved through institutional affiliation with several international universities and domestic organizations that provide study abroad and exchange opportunities around the world. In addition, the Office of Study Abroad and Exchange Programs sponsors several study abroad opportunities each year that are taught by Missouri Western faculty. Study abroad and exchange programs vary in length, but can last as little as a few days or extend to an entire academic year.

Students wishing to participate in a study abroad or an exchange program are encouraged to contact the Office of Study Abroad and Exchange Programs in Spratt 105. The email address is [studyaway@missouriwestern.edu](mailto:studyaway@missouriwestern.edu).

### INT 100 International Study-Lower Division Credits: 1-12

**Typically Offered:** Departmental Discretion.

**Course Description:** Students studying in a semester abroad or exchange program recognized by Missouri Western State University may receive INT 100 credit if hours taken off campus are equivalent to a Western lower level course. By enrolling in INT 100, the students maintains MWSU enrollment and upon return to the campus facilitates the translation of courses taken abroad into Western credit. All credits received in INT 100 are subject to the pre-approval of the Director of Study Abroad and Exchange Programs.

**INT 200 International Study-Cultural Experience Credits: 1-12**

**Typically Offered:** Departmental Discretion.

**Course Description:** Students studying in a semester abroad or exchange program recognized by Missouri Western State University may receive INT 200 credit if hours have no equivalent in Missouri Western's curriculum. INT 200 allows credit for a cultural experience for which there is no MWSU equivalent. By enrolling in INT 200, the student maintains MWSU enrollment and upon return to the campus facilitates the translation of courses taken abroad into Western credit. All credits received in INT 200 are subject to the pre-approval of the Director of Study Abroad and Exchange Programs.

**INT 300 International Study-Upper Division Credits: 1-12**

**Typically Offered:** Departmental Discretion.

**Course Description:** Students studying in a semester abroad or exchange program recognized by Missouri Western State University may receive INT 300 credit if hours taken off campus are equivalent to upper division Missouri Western courses. By enrolling in INT 300, the student maintains MWSU enrollment and upon return to the campus facilitates the translation of courses taken abroad into Western credit. All credits received in INT 300 are subject to the pre-approval of the Director of Study Abroad and Exchange Programs.

## Library

The MWSU Library has a variety of resources and services that meet the learning and research needs of the students, faculty, and staff. The collection contains print and electronic resources in a variety of subject areas. In addition to the 228,000 volumes housed in the library, students have access to over 25 million items through the Missouri Consortium of Academic Libraries (MOBIUS). Professionally trained librarians provide individual assistance and classroom instruction. Research assistance is available by walk-in, email, chat, or Book-a-Librarian for personalized assistance.

Group and individual study rooms are available for collaboration or quiet study. A general use computer lab is housed in the library. Laptops are also available for use in the library. MWSU library provides a variety of seating and study spaces as well as a coffee bar. The library is a popular destination for research, study, meetings, and group work.

## Instructional Media Center

The IMC provides Missouri Western's faculty and students with computer and video-based technology and services to enhance educational outcomes. The IMC provides equipment, equipment maintenance, production and design services, programming, training, and consulting. The IMC also serves non-academic sectors of the University and the community. Below are summaries of the functional units of the IMC.

For assistance, please call (816) 271-5880, visit the IMC in Hearnes 149 or refer to [www.missouriwestern.edu/imc](http://www.missouriwestern.edu/imc) (<http://www.missouriwestern.edu/imc>).

**Classroom Services** facilitates the use of multimedia presentation technologies in all university classrooms and meeting rooms, consults on university projects involving computer-based technologies, and provides a variety of instructional technology services to faculty and students.

**Instructional Design and Web Development Services** provides training and support to help faculty design, create and implement online courses and computer-based instructional modules for face-to-face courses, with the goal of enhancing educational outcomes. This unit is also responsible

for the University's Web site, and provides Web-based applications programming, reporting and database services.

**Video Services** provides a variety of video-based services to assist in the development and delivery of courses, programs the University's television systems, provides videoconferencing services, and participates in the development of University video-based products (e.g., promotional videos, video capture of University events).

**Academic Computing Services** provides oversight for academic computing labs, including supervision of student monitors and maintenance of lab software and supplies.

**Engineering Services** is responsible for the design, installation and maintenance of computer-based equipment in classrooms, labs and meeting rooms, and provides engineering assistance to the other areas of the IMC.

**Adaptive Technology** provides a wide array of services and tools to enhance the learning and teaching experiences of students and faculty with disabilities.

**Cinema Equipment Cage** is responsible for checking out, organizing and maintaining cinema equipment used by faculty and undergraduate and graduate students.

**Graphics Services** develops animations and graphics for IMC projects.

## Student Services

The Student Services chapter addresses the following information -

- Health and Wellness (p. 34)
- Student Development (p. 35)
- Other Services (p. 37)

## Health and Wellness

### Counseling Center

Free counseling is available to assist students in becoming oriented to college, making a career choice and resolving personal difficulties. Areas of difficulty for which students frequently seek counseling include poor concentration, test anxiety, performance anxiety; sexual assault healing, self-esteem struggles, depression, time management, stress management and relationship problems. Visits to the Counseling Center are strictly confidential and information from counseling sessions will not be shared on campus or off campus without the written consent of the student. There is no charge for counseling services. The Counseling Center is located in Eder Hall 203. For more information see [www.missouriwestern.edu/counseling](http://www.missouriwestern.edu/counseling) (<http://www.missouriwestern.edu/counseling>) or contact (816) 271-4327.

### Accessibility Resource Center

The purpose of the Accessibility Resource Center is to create an inclusive learning environment where students with disabilities have access to the same opportunities available to their peers. Once a student makes a voluntary disclosure to the University regarding their status as a person with a disability, they are protected from discrimination and reasonable accommodations are made in order to remove barriers that would otherwise limit participation in all of the programs the University has to offer. For more information, visit the Accessibility Resource

Center in Eder 203, online at [www.missouriwestern.edu/arc](http://www.missouriwestern.edu/arc) (<http://www.missouriwestern.edu/arc>) or by phone (816) 271-4330.

## Esry Student Health Center

Esry Student Health Center is located on the second floor of Blum Union in Room 203. A nurse practitioner and nursing staff are available to provide assistance with health care needs through diagnosis and treatment, immunizations, health counseling and specialist referral services. The Health Center also offers a variety of educational pamphlets and health information. Health records are maintained with strict confidentiality.

The following is Missouri State Mandated and is required for all students:

1. Tuberculosis Screening Questionnaire

The following is Missouri State Mandated and is required for students living on campus:

1. Tuberculosis Screening Questionnaire
2. Meningococcal (Meningitis), given at 16 years of age or older

The link to complete the Tuberculosis Screening Questionnaire, required forms, as well as the MWSU health policy is available at [www.missouriwestern.edu/HealthServ](http://www.missouriwestern.edu/HealthServ) (<http://www.missouriwestern.edu/HealthServ>). Records may be mailed or faxed to Esry Student Health Center, (816) 271-4498 or emailed to [health@missouriwestern.edu](mailto:health@missouriwestern.edu).

International students that do not plan to live on campus should complete the Tuberculosis Risk Assessment, the Health History Form and the Immunization Documentation Form and submit them to:

Esry Student Health Center  
4525 Downs Drive – Blum 203  
St. Joseph, MO 64507.

The Esry Health Center is open 8:00-4:30, Monday through Friday. Contact the Health Center at (816) 271-4495 for information regarding nurse/nurse practitioner hours and appointments or any other questions.

## Recreation Services

MWSU Recreation Services Department includes the Looney Complex, Baker Fitness Center and outdoor amenities on campus.

The Looney Complex includes the arena, small gymnasium and pool. A full intramural sports recreation program is offered in Looney to enrolled college students and Missouri Western personnel. The program includes individual, dual, team and special events for men, women and coeds. The intramural program encourages the development of mental, physical, emotional and social health. In general, Missouri Western State University provides the opportunity for every individual, regardless of ability to realize the fun of participation in a favorite sport or activity at various levels of competition. For more information, visit our website: [www.missouriwestern.edu/recreation](http://www.missouriwestern.edu/recreation) (<http://www.missouriwestern.edu/recreation>).

The Baker Fitness Center includes the Nautilus Nitro weight machines, Hammer Strength weight machines, Dumbbells, Multi-Functioning Weight Station, Dual Pulley machine, Smith Machine and various benches with free weights for lifting. The Baker Fitness Center also offers LifeFitness Treadmills, Ellipticals, Bicycles, Stair Climbers, a Concept II Rowing machine and Cybex Arc Trainers. Fitness Classes

for students are offered for free during the Fall and Spring semesters in Baker. Students, Faculty and Staff can access Baker with a valid MWSU ID; some membership restrictions apply. Membership information can be found at [www.missouriwestern.edu/recreation/fitnesscenter](http://www.missouriwestern.edu/recreation/fitnesscenter) (<http://www.missouriwestern.edu/recreation/fitnesscenter>).

Outdoor amenities on the beautiful MWSU campus include the Trap Range, Disc Golf Course, Wood Chip Trail and Intramural practice field. The Trap Range is located on the west portion of campus and is open approximately April 1 to November 1. The Disc Golf Course has 18 holes located behind the Baker Fitness Center. More information on the course can be found at the Missouri Western DG Course Review (<https://www.dgcoursereview.com/course.php?id=1568&mode=ci>). The Wood Chip Trail is 1.9 miles long with the start/end back behind Baker. The Intramural Practice Field is located behind Leaverton Hall. For a campus map, please visit: [www.missouriwestern.edu/recreation/directions-and-parking/campus-map](http://www.missouriwestern.edu/recreation/directions-and-parking/campus-map) (<https://www.missouriwestern.edu/recreation/directions-and-parking/campus-map>)

## Student Development

### The Center for Multicultural Education

The Center for Multicultural Education (CME) envisions a campus that is dynamic, challenging and welcoming to its diverse constituents. Toward this end, the CME will enhance student, faculty and staff understanding and appreciation of peoples, traditions and cultures, while promoting academic inquiry and self-reflection. As it is committed to developing leaders who are culturally competent and poised to create environments and communities that encourage, respect, and celebrate diversity, you will find the CME has an exciting and vibrant atmosphere.

The CME invites students to get involved by attending programs, volunteering on planning committees or visiting the office to discuss college success tips or dialogue about current issues on campus and in the community. The CME also offer community service opportunities in the St. Joseph area and beyond, throughout the year.

The Center for Multicultural Education is located in the Blum Student Union, Room 207. Visitors are always welcome. For more information contact The Center for Multicultural Education at [www.missouriwestern.edu/cme](http://www.missouriwestern.edu/cme) (<http://www.missouriwestern.edu/cme>) or call (816) 271-4150.

### Career Development Center

The Career Development Center is a centralized, comprehensive operation offering career preparedness services to students at the St. Joseph and Northland campus locations. MWSU's Griffons 4 Hire Career Management Portal is the official 24/7/365 online career and employment system to which all students have access. The portal provides students career readiness and workforce development resources at their fingertips.

Trained professional staff and student Career Mentor staff facilitate career services including; seminars, workshops, events, assessment instruments and discussion in the areas of career skills, job search strategies and contemporary business and social networking etiquette to meet the needs of the global workforce. Please visit us in Eder Hall, Suite 202, see [www.missouriwestern.edu/careerdevelopment](http://www.missouriwestern.edu/careerdevelopment) (<http://www.missouriwestern.edu/careerdevelopment>) or contact (816) 271-4292.

## Student Employment Program

The student employment program provides students resources to earn, learn, and connect. Our services help provide a source of income to help finance or supplement educational costs. We help students gain valuable transferable skills needed to reach career goals, and become a valued member of the campus and community workforce. To view available on and off campus part time jobs, visit [Griffons4Hire](http://Griffons4Hire).

Student Employment is housed in the Career Development Center in Eder Hall, Suite 202. Please call (816) 271-4292 or view the website at [www.missouriwestern.edu/careerdevelopment/](http://www.missouriwestern.edu/careerdevelopment/) (<http://www.missouriwestern.edu/careerdevelopment/>).

## Center for Student Involvement (Student Life)

The Center for Student Involvement offers campus involvement and engagement opportunities to all students. Student organizations are offered in the areas of academic/departmental, cultural/ethnic, governance, Greek life (fraternities & sororities), honorary/scholastic, political/advocacy, religious, service, sports and recreation, and special interest. Students not finding an organization that meets their interests are invited to form a new student organization. The process for starting new student organizations can be obtained in the Center for Student Involvement. Additionally, the Barbara Sprong Leadership Challenge and the Student Organization Leadership Institute serve to prepare Missouri Western's top students for leadership roles at Missouri Western and upon graduation.

To find out more, visit us in the Blum Student Union, Room 207, phone (816) 271-4159, or find us at [www.missouriwestern.edu/csi](http://www.missouriwestern.edu/csi) (<http://www.missouriwestern.edu/csi>).

## Nontraditional/Veterans/Commuter Student Center

Nontraditional, Veterans and Commuter Student Center provides support and assistance for nontraditional students, veterans, and for those students who are commuters to Missouri Western's campus. The Center is located in Eder Hall 200. For more information refer to [www.missouriwestern.edu/nontrad](http://www.missouriwestern.edu/nontrad) (<http://www.missouriwestern.edu/nontrad>) or contact (816) 271-4281.

## International Center

The International Center provides global engagement opportunities for students, staff and faculty at Missouri Western. The strategic international events are designed to promote global awareness, cultural exposure, diverse perspectives, and to encourage understanding, respect and global citizenship. These purposeful learning and development activities include "Meet the World", "International Education Fair", "Tea & Talk" and many more. Over 30 cultural programs are typically offered on- and off-campus. The events are often free and open to the public.

In addition, the Center coordinates strategic recruitment activities overseas to introduce Missouri Western to interested prospective students/parents and recruits. Staff enroll new undergraduate and graduate students to the university. Once enrolled, the International Center staff provide ongoing support for F-1 and J-1 visa international students at the University including a mandatory orientation week for incoming international students. The Center staff coordinate student immigration advisement, acculturation opportunities, assistance with

campus adjustment, and other non-academic related services. The Center staff also provides general mentorship and guidance to international students. Contact or visit the office for student leadership opportunities, program initiatives, partnerships, co-sponsorships, and international student recruitment guidance. Call (816) 271-5981, or visit Blum Union, Suite 210 or go to [www.missouriwestern.edu/international](http://www.missouriwestern.edu/international) (<http://www.missouriwestern.edu/international>).

## Residential Life

Residential Life is an integral part of the academic and educational mission of the University. The department provides a variety of living options and joins with students to create and maintain safe, supportive communities that promote the development of life and leadership skills. We further provide meaningful experiences and opportunities for student growth through activities and programs that recognize, address, and appreciate the needs, interests, and diversity in our population.

We are committed to continuous improvement in the quality of the residential experience. In order to fulfill our mission, the Office of Residential Life employs a variety of professional and student staff including Master's degree-level professionals as the Director, Assistant Director, and Residence Hall Directors; and Resident Assistants, whose purpose is to assist residents in their success at Missouri Western. If you would like to learn more about campus living, please contact the Office of Residential Life, located in the Commons Building, at (816) 383-7100, or at [www.missouriwestern.edu/reslife](http://www.missouriwestern.edu/reslife) (<http://www.missouriwestern.edu/reslife>).

## Blum Student Union

The Blum Student Union is the campus center for co-curricular programs and activities. The Union houses many services for students, including the Blum Academic Resource Center, Campus Cupboard food pantry, Barnes and Noble Bookstore, Starbucks, Western Dining Hall, Food Court (Chick-Fil-A, Zoca, and Subway), Catering Services, student computers & printing services, lost & found, parking permits, technologically advanced event facilities, ATMs, technology charging stations, the Kelley Commons, and student commons areas. The following offices are located in the Student Union: Vice President for Student Affairs, Dean of Students, Center for Student Involvement, Center for Multicultural Education, Missouri Western State University Police Department, Esry Student Health Center, Griffs Give Back, International Center, Student Governor, Student Government Association and the Western Activities Council.

## Student Conduct

The University has established rules and policies that all students, as responsible members of the learning community, are required to follow in order to provide and maintain an effective environment for learning. Students are expected to fully respect the rights of others and to observe university rules and regulations as well as city, state and federal laws.

The Student Handbook [www.griff.vn/handbook](http://www.griff.vn/handbook) (<http://www.griff.vn/handbook>) contains specific information concerning student conduct and related disciplinary action, which may include dismissal in case of serious infraction. For more information, stop by Blum Union, Room 228 or call (816) 271-4432.

## Student Government Association (SGA)

Students of Missouri Western State University are encouraged to take part in the Student Government Association, the governing body

for students. SGA is comprised of the Legislative Branch, Judicial Branch, and the Executive Branch. The Mission Statement of SGA is: The Student Government Association (SGA) at Missouri Western is committed to being an advocate for the student body, enhancing campus life and promoting the image of the University. SGA holds itself to the highest standards of: Service, Enthusiasm, Respect, Quality, Freedom, and Courage. As SGA, we lead with integrity, listening to the students and serving Missouri Western State University. Visit [www.missouriwestern.edu/sga](http://www.missouriwestern.edu/sga) (<http://www.missouriwestern.edu/sga>) for more information, call (816) 271-4164, or drop by Blum Union, Room 217.

## Title IX Coordinator

Missouri Western State University is committed to providing a learning, working, and living environment that promotes personal integrity, civility, and mutual respect in an environment free of discrimination on the basis of sex. Missouri Western considers sex discrimination in all its forms to be a serious offense. Sex discrimination constitutes a violation of this policy, is unacceptable, and will not be tolerated. Sex discrimination includes discrimination on the basis of pregnancy, gender identity, and failure to conform to stereotypical notions of femininity and masculinity.

The Title IX Coordinator oversees the University's compliance with Title IX by managing the investigation of complaints of sex discrimination, providing information on services and resources for students who have faced sexual discrimination and for those accused, and facilitating campus training initiatives on prevention. For more information on Missouri Western's Title IX Policies and Procedures and available resources please see [www.missouriwestern.edu/titleix](http://www.missouriwestern.edu/titleix) (<http://www.missouriwestern.edu/titleix>) or call (816) 271-4432.

## University Bookstore

All required textbooks are available at the University Bookstore, in new and used copies. Many titles can be rented or purchased in a digital format. The bookstore also stocks barcharts, bestselling paperbacks, and a wide variety of other books. Other items are also available at the Bookstore, including school supplies, art supplies, clothing, insignia novelty items, candy, and many other sundry items.

Normal Bookstore hours are from 8:00 a.m. - 5:00 p.m. Monday through Thursday and 8:00 a.m. - 4:30 p.m. Friday. Hours are extended at the beginning of each semester for your shopping convenience. More information may be found at [www.missouriwestern.bncollege.com](http://www.missouriwestern.bncollege.com) (<http://www.missouriwestern.bncollege.com>) or by visiting the Bookstore on the first floor of the Blum Student Union.

## Other Services

### Scheduling Services

Scheduling Services is responsible for oversight of all campus facility usage and reservation and coordination of event support services. Campus facilities may be reserved and used by campus departments and student organizations free of charge (charges may apply for event support services, extensive set-up/tear-down or use of the Fulkerson Center, Griffon Indoor Sports Complex or Spring Sports Complex). Event support services include facility set-up and tear-down, campus dining, audio/visual equipment and support, sound and light production (in facilities where available), recreational and athletic equipment, and Police Department. Information about Scheduling Services may be obtained on-line at [www.missouriwestern.edu/scheduling](http://www.missouriwestern.edu/scheduling) (<http://www.missouriwestern.edu/scheduling>).

Priority for facility usage and governing policies are outlined in the Missouri Western Policy Guide that can be found on-line at [www.missouriwestern.edu/hr](http://www.missouriwestern.edu/hr) (<http://www.missouriwestern.edu/hr>).

## Testing Center

The Testing Center is responsible for standardized tests offered to University students, prospective students and to community residents; and monitors testing for students and community residents whose exams need to be proctored. Visit [www.missouriwestern.edu/testing](http://www.missouriwestern.edu/testing) (<http://www.missouriwestern.edu/testing>) for more information.

## Information Technology Services

The Information Technology Services (ITS) department, located in Hearnes Center Room 110, is a technology services group that provides centralized computer services, microcomputer support, network services, and an optical character recognition scanning service. Central Computer Systems Administration provides support for centralized computer operations, registration of PCs, programming services, and production control services for running centralized computer based applications. Microcomputer Support Services provides the faculty and staff with support for hardware installation and repair service, software installation and problem resolution, hardware and software acquisition support, printer installation and repair services, and a help desk. Network Support provides services for network administration, printer and file sharing, wireless networking, Local Area Network (LAN), Internet, centralized servers, campus-wide data cable plant including fiber optics cable between buildings and Category-5 cable to each desktop. Optical Character Recognition (OCR) Scanning Services provides a scanning service for academic tests and campus elections. ITS may be contacted at (816) 271-4354; the Help Desk is available at (816) 271-4555; further information may be found at [www.missouriwestern.edu/its](http://www.missouriwestern.edu/its) (<http://www.missouriwestern.edu/its>).

## Police Department

The Missouri Western Police Department is located on the second floor of Blum Union, Room 201. The Police Department Office is open 8:00 a.m. until 4:30 p.m. through the week. The office is closed on weekends, campus closures and University observed holidays. Police assistance is provided 24 hours a day, every day of the year by calling (816) 271-4438.

The Missouri Western Police Department has commissioned police officers that assist students by responding to calls for service. These calls range from emergencies, police services and some safety and security situations.

Missouri Western Police Department information is also available at [www.missouriwestern.edu/policedepartment](http://www.missouriwestern.edu/policedepartment) (<http://www.missouriwestern.edu/policedepartment>).

## Parking & Security Services

The Parking and Security Services Office is located in Blum Union, Room 100 (next to Barnes and Noble Bookstore). The Parking and Security Services Office is open 7:00 a.m. until 5:00 p.m. Monday through Friday. Students and staff may register their vehicles, receive their Identification Cards and obtain information about parking and other services during office hours. Parking and Security Services may be reached at (816) 271-5666. Vehicle operation and parking regulations are also available at [www.missouriwestern.edu/policedepartment/aboutparking](http://www.missouriwestern.edu/policedepartment/aboutparking) (<http://www.missouriwestern.edu/policedepartment/aboutparking>).

## **Griffon Media**

### ***The Griffon News***

The *Griffon News* is the award-winning official student newspaper and designated campus forum for Missouri Western State University. The paper has won numerous national and state awards and has had Missouri College Journalist of the Year and Photojournalist of the Year recipients. It is published weekly during the fall and spring semesters and its weekly content and back issues are available on its website, [www.thegriffonnews.com](http://www.thegriffonnews.com) (<http://www.thegriffonnews.com>). For more information, contact The Griffon News in Eder Hall 221 or at (816) 271-4446.

### ***Griffon Yearbook***

The *Griffon* yearbook is a yearly campus publication that consistently wins both national and state awards. It covers all aspects of university life through full-color photography, in-depth interviews, feature stories, and enlightening articles. Working for the *Griffon* yearbook is a learning experience. Students apply what they have learned in their classrooms to the actual production. Students who want to become journalists learn first hand what journalism is all about. For more information, visit Murphy Hall 208. [www.missouriwestern.edu/yearbook](http://www.missouriwestern.edu/yearbook) (<https://www.missouriwestern.edu/yearbook>)

### ***Griffon Update***

*Griffon Update* is an award-winning student-produced digital media program highlighting the people, places and events at Missouri Western State University and the surrounding region. Students apply the theory and practical knowledge learned in class to produce feature news packages. These packages are combined to create a broadcast feature magazine-format program shown on local cable and the web. Students who want to gain experience in broadcast journalism can find more information, by visiting Murphy Hall 204 or calling (816) 271-5605. [Griff.VN/Griffmedia](http://Griff.VN/Griffmedia) (<http://Griff.VN/Griffmedia>)

## **Athletics**

Griffon Athletics consists of 16 intercollegiate athletic teams, seven for men (football, cross country, basketball, indoor track and field, baseball, golf, outdoor track and field) and nine for women (volleyball, cross country, basketball, indoor track and field, softball, tennis, soccer, golf, outdoor track and field). Missouri Western is affiliated with the National Collegiate Athletic Association (NCAA) at the Division II level and competes within the Mid-America Intercollegiate Athletics Association (MIAA). The MIAA is composed of 14 institutions in Kansas, Missouri, Nebraska and Oklahoma and is widely considered the top conference at the Division II level. A varied amount of scholarship aid is available to student-athletes in each sport at Missouri Western. For more information on Griffon Athletics, visit [www.GoGriffons.com](http://www.GoGriffons.com) (<http://www.GoGriffons.com>).



# STEVEN L. CRAIG SCHOOL OF BUSINESS & TECHNOLOGY

The Steven L. Craig School of Business & Technology is committed to offering programs with engaging and applied educational opportunities for both undergraduate and graduate students. The Craig School views program quality, service to the region, and interaction with key stakeholders as significant drivers of student education and faculty development. The Craig School actively promotes faculty scholarship and professional activities that predominantly focus on teaching, learning and applied research.

The faculty and staff of the Steven L. Craig School of Business & Technology are committed to:

1. Equipping our graduates with relevant knowledge in business and technology, critical thinking abilities, and skills essential to professional and personal success.
2. Integrating applied learning experiences and genuine opportunities into the learning process.
3. Producing scholarship that complements and expands applied, teaching, learning, and discipline-based knowledge.
4. Service to our region and engaging positively with our constituents.

## Departments

- Business (p. 39)
- Engineering Technology (p. 52)

## Department of Business

### Overview

Dr. Jeremy Jones, Dean  
 jones@missouriwestern.edu  
 (816) 271-4476  
[www.missouriwestern.edu/Business](http://www.missouriwestern.edu/Business) (<http://www.missouriwestern.edu/Business>)

### Vision

The Craig School of Business & Technology aspires to be the best regional business school in the Midwest.

### Mission

The mission of the Steven L. Craig School of Business & Technology at Missouri Western State University is to offer programs with engaging and applied educational opportunities for both undergraduate and graduate students. The Craig School views program quality, service to the region, and interaction with key stakeholders as significant drivers of student education and faculty development. The Craig School is committed to scholarly and professional activities that predominantly focus on teaching, learning and applied research.

The Steven L. Craig School of Business & Technology prepares professionally-oriented students for the future. To accomplish this, it offers a baccalaureate degree with multiple majors/minors that provide

1. basic skills in written and oral communication, mathematics, and computer usage,

2. broad perspectives on the world through general studies courses, knowledge of current business decision-making practices, and strategic perspectives through major courses.

The Bachelor of Science in Business Administration (BSBA) graduates about 120 students per year. After graduation, these students use their knowledge and abilities to launch careers in a variety of industries. The education that students acquire in the school enables them to become promotable at their workplaces and builds a solid foundation for lifelong learning.

Business degree recipients learn in the classroom and beyond. A variety of extracurricular activities on campus and applied learning experiences off campus add significantly to the students' learning and enjoyment. These experiences complement the curriculum by providing important opportunities for students to develop interpersonal and leadership skills that will serve them throughout their lives.

## Applied Learning

Western's Business School requires three credits of Applied Learning. These learning experiences occur outside of the classroom and enhance the students' knowledge of the workplace environment. The classes that will count as Applied Learning are:

Code	Title	Credit Hours
ACC 375	Accounting Internship	1-6
GBA 370 & GBA 371	Global Viewpoint and Business Study/Travel Experience	4
GBA 375	Business Internship	1-6
GBA 445	Business Practicum	3
GBA 480	Directed Student Research	1-5
GBA 481	Workplace Research	3
MGT 394	International Strategy Competition	3
MGT 417	Applied Entrepreneurship	3

Other coursework that is to count as Applied Learning will require approval of the School Dean. A maximum of three hours of the above coursework (not including Global Viewpoint) may be counted as Business electives.

## Admission

### Admission Requirements

The Steven L. Craig School of Business & Technology has adopted entrance requirements for the BSBA degree program to ensure that capable and committed students are placed in classes with their peers where they can learn together and from each other. Students desiring to major in business administration should declare their intent to the Steven L. Craig School of Business & Technology by completing a pre-major form if their ACT composite is less than 23 or a major form if their composite is 23 or higher. At that time, students will be assigned a business advisor who can assist them in career planning and selection of a course of study. All students with an ACT composite score of 23 or higher will be admitted without review upon completion of an application for admission to the program.

Students with an ACT composite score below that number must earn a grade point average equal to or higher than 2.5 from at least 36 university credit hours including a grade of C or higher in the following courses:

Code	Title	Credit Hours
ACC 201 or ACC 202	Introductory Financial Accounting Introductory Managerial Accounting	3
COM 104	Oral Communication	3
ECO 260 or ECO 261	Principles of Macroeconomics Principles of Microeconomics	3
ENG 108 or ENG 112	College Writing and Research Honors Composition and Rhetoric	3
GBA 210	Business Statistics I <sup>1</sup>	3
GBA 211	Business Law I	3
GBA 220	Business Communications	3
Select one of the following:		3-5
MAT 112	Finite Mathematics	
MAT 116	College Algebra	
MAT 147	Applied Calculus	
MAT 165	Calculus with Analytic Geometry I: Differentiation	
MAT 167	Calculus with Analytic Geometry I	

<sup>1</sup> Or any other approved statistics course.

Applications for admittance should be submitted at least one week prior to attempting registration in courses restricted to majors. Applications of transfer students (upon their request) will be given a preliminary review before MWSU's pre- or regular registration sessions

## Majors

Students may take no more than 30 credit hours of Steven L. Craig School of Business & Technology courses unless they have been admitted to the Craig School.

- Accounting (Bachelor of Science in Business Administration, B.S.B.A.) (p. 46)
- Finance (Bachelor of Science in Business Administration, B.S.B.A.) (p. 46)
- Management (Bachelor of Science in Business Administration, B.S.B.A.) (p. 47)
- Marketing (Bachelor of Science in Business Administration, B.S.B.A.) (p. 48)
- Supply Chain Management (Bachelor of Science in Business Administration, B.S.B.A.) (p. 49)

## Minors

- Entrepreneurship Minor (p. 50)
- Finance Minor (Accounting Majors Only) (p. 51)
- General Business Minor (Non-business Majors Only) (p. 51)
- International Studies Minor (p. 257)
- Leadership Minor (p. 258)
- Professional Business Minor (Non-business Majors Only) (p. 51)

## Courses

### Accounting (ACC)

#### ACC 201 Introductory Financial Accounting Credits: 3

**Typically Offered:** Fall, Spring, Summer.

**Course Description:** An introduction to accounting for accounting and non-accounting majors. Accounting's role in the business environment. Accounting information acquisition, processing, reporting, and interpretation. Income statements, balance sheets, statements of cash flow, and statements of stockholders' equity and their related accounts explained from an information content perspective. **Prerequisite(s):** General Studies Math. Business majors must earn a grade of C or higher in MAT 112, MAT 116, MAT 147, MAT 165, or MAT 167.

#### ACC 202 Introductory Managerial Accounting Credits: 3

**Typically Offered:** Fall, Spring, Summer.

**Course Description:** An introduction to managerial accounting for users of managerial accounting information. Managerial accounting's functions, uses, users, and behavioral implications. Cost accounting concepts and strategic cost management. Budgeting and profitability analysis. Responsibility accounting and performance assessment. **Prerequisite(s):** ACC 201.

#### ACC 230 Accounting Techniques Credits: 1

**Typically Offered:** Fall, Spring.

**Course Description:** Procedures and systems of modern accounting. Must be taken prior to ACC 330. **Prerequisite(s):** ACC 201.

#### ACC 310 Automated Accounting Systems for Franchise Credits: 1

**Typically Offered:** Spring.

**Course Description:** Direct application of accounting principles using Quickbooks. The course is a hands on learning experience in setting up and maintaining a set of books in a simulated business environment. Quickbooks and general accounting practices for small businesses. Good accounting practices will also be introduced as the course progresses. **Prerequisite(s):** ACC 201 and junior standing or School of Business approval.

#### ACC 311 Automated Accounting Systems for Small Business Credits: 3

**Typically Offered:** Fall.

**Course Description:** Direct application of accounting principles using Quickbooks. The course is a hands on learning experience in setting up and maintaining a set of books in a simulated business environment. Quickbooks and general accounting practices for small businesses. Good accounting practices will also be introduced as the course progresses. **Prerequisite(s):** ACC 201 and junior standing or School of Business approval.

#### ACC 330 Intermediate Accounting I Credits: 3

**Typically Offered:** Fall.

**Course Description:** Analysis and interpretation of fundamental processes, assets, and equity values with related revenue and expense aspects. **Prerequisite(s):** ACC 201, ACC 230 or concurrent enrollment, FIN 301 or concurrent enrollment, and junior standing.

#### ACC 331 Intermediate Accounting II Credits: 3

**Typically Offered:** Spring.

**Course Description:** Continuation of the critical study of balance sheet accounts and intensive analysis of financial statements. **Prerequisite(s):** A grade of C or higher in ACC 330.

**ACC 333 Cost Accounting Credits: 3**

**Typically Offered:** Fall, Spring.

**Course Description:** Cost accounting procedures with emphasis on the basic theory and procedures of allocating materials, labor, and manufacturing expenses in job order and process cost systems, including standard costing, variance analysis, and c-v-p analysis. **Prerequisite(s):** ACC 202 and junior standing.

**ACC 336 Individual Income Tax Credits: 3**

**Typically Offered:** Fall.

**Course Description:** The basics of individual tax such as gross income, exclusions from income, standard and itemized deductions, personal and dependency exemptions. Specific deductions such as bad debts, casualty losses and depreciation. Includes topics such as alternative minimum tax and computerized tax research. **Prerequisite(s):** ACC 202 and junior standing or School of Business approval.

**ACC 375 Accounting Internship Credits: 1-6**

**Typically Offered:** Fall, Spring, Summer.

**Course Description:** An academic course which offers accounting majors an opportunity to integrate theory with actual business practice. Students work full-time or part-time in an accounting related position. Anticipated learning objectives are established in a contract agreed to by the student, the on-site supervisor, and the school internship coordinator. May be repeated for a total of 6 credits. This course is one of the options that satisfies the applied learning requirement. **Prerequisite(s):** Admission to the School of Business, Junior standing, an overall GPA of 2.5, and completion of ACC 202, ECO 260, ECO 261, GBA 201, GBA 210 or MAT 111 or MAT 111E, GBA 211, GBA 220 and one 300-level accounting course (concurrent enrollment allowed).

**ACC 418 Accounting Information Systems Credits: 3**

**Typically Offered:** Fall, Spring.

**Course Description:** An examination of organizations' information requirements and the role of computer information systems in meeting those requirements by gathering and producing information. The recording, processing, and accounting for transactions within the organization and between organizations. Data processing concepts including the issues in acquisition, development and deployment of responsive systems; assessment of the effectiveness of information systems in business decision making; and the impacts of information systems on organizations. Same as MGT 418. **Prerequisite(s):** ACC 202, GBA 201, GBA 220, MGT 350 or concurrent enrollment, MKT 301 or concurrent enrollment, SCM 301, and admission to the School of Business.

**ACC 432 Advanced Cost Accounting Credits: 3**

**Typically Offered:** Departmental Discretion.

**Course Description:** Cost accounting as a tool for management in the decision-making process, including quantitative methods, such as linear programming, statistical analysis, quality control, PERT, and queuing, that relate to the total business structure. **Prerequisite(s):** A grade of C or higher in ACC 333 and admission to the School of Business.

**ACC 433 Auditing Credits: 3**

**Typically Offered:** Fall, Spring.

**Course Description:** Verification of records, valuation and analysis of accounts, and presentation of conditions. Practical audit cases.

**Prerequisite(s):** ACC 331, ACC 418 or MGT 418 or concurrent enrollment.

**ACC 434 Advanced Auditing Credits: 3**

**Typically Offered:** Departmental Discretion.

**Course Description:** Continuation of ACC 433, with emphasis on computer applications; not-for-profit organization audits will be examined. The course will be taught on an informal basis allowing the student to independently plan and administer an audit. Audit report writing will be studied. **Prerequisite(s):** A grade of C or higher in ACC 433 and GBA 210 or MAT 111 or MAT 111E.

**ACC 435 Advanced Financial and Governmental Accounting Credits: 3**

**Typically Offered:** Fall.

**Course Description:** Accounting principles and procedures relating consolidated statements, partnerships, and other financial accounting topics. Principles of fund accounting budgeting, and financial reporting in governmental and not-for-profit entities. Problems and case studies required with an emphasis in theory. **Prerequisite(s):** A grade of C or higher in ACC 331, and admission to the School of Business.

**ACC 436 Advanced Income Tax Credits: 3**

**Typically Offered:** Spring.

**Course Description:** Advanced problems in corporate taxation including tax-free incorporations, treatment of distributions, liquidations, and reorganizations. Partnership issues including partnership formation, basis, distributions, and termination. Qualifications for and operations of S corporations. Wealth transfer taxes such as gift and inheritance taxes. **Prerequisite(s):** ACC 336, and admission to the School of Business.

**ACC 450 Independent Research/Project Credits: 1-4**

**Typically Offered:** Fall, Spring, Summer.

**Course Description:** Investigation of a research problem, project, or topic on an individual conference basis. **Prerequisite(s):** Admission to the School of Business and School of Business approval.

## Entrepreneurship (ENT)

**ENT 201 Entrepreneurship I Credits: 3**

**Typically Offered:** Fall.

**Course Description:** This course examines entrepreneurship's role in society and the economy, and the process of business creation from concept through business plan. Specific issues include: creativity and innovation; industry and market research and analysis; introduction to financial statements for purposes of planning and forecasting; introduction to financing options; the review of business plans and team development of an assigned plan. **Prerequisite(s):** ENG 104 and basic understanding of Microsoft Word and Excel.

**ENT 301 Entrepreneurship II Credits: 3**

**Typically Offered:** Spring.

**Course Description:** A continuation of learning different paths to entrepreneurship- new product innovation, business acquisition and franchising, succession of the family business, and planning for corporate innovation. Students will identify a business idea, assess the feasibility of the opportunity, and develop a plan to capitalize on the opportunity. The course will culminate in the development of a business plan. As such, the course is an attempt to help students pursue their passion in a business setting. **Prerequisite(s):** ENT 201 and junior standing.

## Finance (FIN)

### FIN 210 Personal Finance Credits: 3

**Typically Offered:** Fall, Spring, Summer.

**Course Description:** An applied course in the creation and implementation of financial plans for individuals. Topics include the importance of financial planning, time value of money, taxation of individuals, credit management, major purchase evaluation, insurance, personal investing, and retirement planning. **Prerequisite(s):** General studies math.

### FIN 301 Financial Management Credits: 3

**Typically Offered:** Fall, Spring.

**Course Description:** Introduction to the issues which face the financial manager of a non-financial firm; discusses financial analysis, financial market instruments, profitability, investment decisions, and capital budgeting. **Prerequisite(s):** ACC 201 and junior standing.

### FIN 310 Investments Credits: 3

**Typically Offered:** Fall, Spring.

**Course Description:** A course designed to help students plan and implement a personal investment plan. Topics will include setting investment goals, investing in securities such as stocks and bonds, mutual fund selection, and investing in tangible investments (including home purchases). **Prerequisite(s):** ACC 201 and junior standing.

### FIN 321 Financial Markets and Institutions Credits: 3

**Typically Offered:** Fall.

**Course Description:** An analysis of the theories and practices of financial institutions. Consideration of the financial services industry as a group of risk management institutions. An examination of the relationship between financial institutions and the financial markets within which they operate. **Prerequisite(s):** ACC 202 and FIN 301.

### FIN 401 Financial Management II Credits: 3

**Typically Offered:** Spring.

**Course Description:** An extension of FIN 301. Financial analysis, capital budgeting, long-term financing, and mergers and acquisitions are considered at an advanced level. The impact of risk on the above topics will be analyzed. **Prerequisite(s):** ACC 202, FIN 301, and admission to the School of Business.

### FIN 410 Portfolio Management Credits: 3

**Typically Offered:** Departmental Discretion.

**Course Description:** An analytical and theoretical approach to security valuation concepts, portfolio analysis and management, and options and futures; discusses both traditional and technical techniques. **Prerequisite(s):** FIN 301 and admission to the School of Business.

### FIN 412 Futures and Options Credits: 3

**Typically Offered:** Fall.

**Course Description:** Comprehensive study of futures and options markets. History, function, mechanisms, trading techniques; and the use of these markets for price discovery, speculation, and risk avoidance (hedging) are included. **Prerequisite(s):** ACC 202, FIN 301, and admission to the School of Business.

### FIN 431 International Financial Management Credits: 3

**Typically Offered:** Fall, Spring.

**Course Description:** An extension of FIN 301. Methods of funds management, risk management, financing, and capital budgeting for operations outside the firm's home country. Techniques for addressing the impacts of currency differences and political risk. **Prerequisite(s):** FIN 301 and admission to the School of Business.

## General Business (GBA)

### GBA 110 Introduction to Business Credits: 3

**Typically Offered:** Fall, Spring.

**Course Description:** A general survey of business organizations and their activities including accounting, economics, finance, management, and marketing. Content delivery format is designed to introduce students to the basic study skills, writing requirements, testing methods, and information sources most relevant to a business education. **RESTRICTION:** Course admission will be limited to students with fewer than 24 hours of college credit including those in progress.

### GBA 201 Business Analytics & Reporting Credits: 3

**Typically Offered:** Fall, Spring.

**Course Description:** Applications of productivity software with focus on Microsoft Excel and Access proficiency and big data business issues/problems. Students will use Excel and Access to analyze business data and make recommendations based on their analyses. Reports will be developed for written and oral presentations. Previous computer experience recommended.

### GBA 210 Business Statistics I Credits: 3

**Typically Offered:** Fall, Spring, Summer.

**Course Description:** Basic course for students in business; data collection and tabulation, graphic representation, measures of central tendency and dispersion, probability, types of distributions, sampling estimation, hypothesis testing, simple linear regression and correlation. Concentration is on interpretation. Course includes microcomputer application. **Prerequisite(s):** General Studies Math. Business majors must earn a grade of C or higher in MAT 112, MAT 116, MAT 147, MAT 165, or MAT 167.

### GBA 211 Business Law I Credits: 3

**Typically Offered:** Fall, Spring.

**Course Description:** Introduction to the legal environment of business. Examines the constitutional and historical foundations of the American legal system; emphasizes contracts, personal property, bailments, and sales. **Prerequisite(s):** ENG 104.

### GBA 220 Business Communications Credits: 3

**Typically Offered:** Fall, Spring, Summer.

**Course Description:** Designed to meet the needs of business for better written and oral communications. Covers principles of research, organization, and presentation of written memoranda, letters, and reports. Oral presentations help develop necessary skills required in a business environment. **Prerequisite(s):** COM 104 and either ENG 108 or ENG 112.

### GBA 283 Introduction to Research Methods in Business Credits: 1-2

**Typically Offered:** Departmental Discretion.

**Course Description:** Introduction to basic research in business. Individual and team projects involving methods for solving business-related research problems. **Prerequisite(s):** School of Business approval.

### GBA 310 Business Statistics II Credits: 3

**Typically Offered:** Fall, Spring.

**Course Description:** A brief review of Business Statistics I followed by theoretical analysis and business applications of the basic multiple regression model, advanced topics in regression analysis, analysis of variance, and selected topics in non-parametric statistics. **Prerequisite(s):** GBA 210 or MAT 111 or MAT 111E, and junior standing.

**GBA 311 Business Law II Credits: 3**

**Typically Offered:** Fall, Spring.

**Course Description:** A continuation of GBA 211 with emphasis on negotiable instruments and security devices under the Uniform Commercial Code; discusses partnerships, corporations, and other related areas. **Prerequisite(s):** GBA 211 and junior standing.

**GBA 370 Global Viewpoint Credits: 3**

**Typically Offered:** Spring (odd-numbered years).

**Course Description:** The study of national and international business topics as well as the history and performance of selected companies. This is done in preparation for travel to cities in the U.S. and abroad. Students attend seminars presented by company officials. Locations, companies and topics vary by trip. May be repeated once to a different geographic location. Students who enroll in GBA 370 must also enroll in GBA 371 for the following summer semester. Applied learning credit is only given to those who successfully complete both courses. **Prerequisite(s):** BFC and junior standing.

**GBA 371 Business Study/Travel Experience Credits: 1**

**Typically Offered:** Summer (odd-numbered years).

**Course Description:** A continuation of GBA 370. Travel to distant locations to attend seminars presented by company and/or governmental officials from the host location on topics of business issues and practices. Students who enroll in GBA 371 must have taken GBA 370 in the previous spring semester. Applied learning credit is only given to those who successfully complete both courses. **Prerequisite(s):** GBA 370 and School of Business approval.

**GBA 375 Business Internship Credits: 1-6**

**Typically Offered:** Fall, Spring, Summer.

**Course Description:** An academic program which offers business majors an opportunity to integrate theory with actual business practice. Students work full-time or part-time for a company in a position related to their major. Anticipated learning objectives are established in a contract agreed to by the student, the on-site supervisor, and the school internship coordinator. May be repeated for a total of 6 credits. This course is one of the options that satisfies the applied learning requirement. **Prerequisite(s):** Admission to the School of Business, Junior standing, an overall GPA of 2.5, and completion of ACC 202, ECO 260, ECO 261, GBA 201, GBA 210 or MAT 111 or MAT 111E, GBA 211, and GBA 220.

**GBA 395 Career Development Seminar Credits: 1**

**Typically Offered:** Fall, Spring.

**Course Description:** Course designed to assist business majors with preparation for beginning their professional careers. Selected topics include resume preparation, professional letters, networking strategies, interview strategies, company research for the job search and etiquette. **Prerequisite(s):** Junior standing.

**GBA 445 Business Practicum Credits: 3**

**Typically Offered:** Fall, Spring.

**Course Description:** The application of business concepts and theories to the problems of regional businesses. Faculty supervision of student problem-solving teams. Repeatable once for credit. This course is one of the options that satisfies the applied learning requirement. **Prerequisite(s):** Junior standing and admission to the School of Business.

**GBA 447 Employment Law Credits: 3**

**Typically Offered:** Fall.

**Course Description:** Examination of employment and labor laws including ADA, EEOA, Gender, Age, Race, National Origin, Worker's Compensation, Affirmative Action, Wage-Hour Law, and Privacy Legislation. **Prerequisite(s):** Junior standing and admission to the School of Business.

**GBA 480 Directed Student Research Credits: 1-5**

**Typically Offered:** Fall, Spring, Summer.

**Course Description:** Research on selected topics or problems on a conference basis. This course is one of the options that satisfies the applied learning requirement. **Prerequisite(s):** Senior standing, admission to the School of Business, and School of Business approval.

**GBA 481 Workplace Research Credits: 3**

**Typically Offered:** Fall, Spring, Summer.

**Course Description:** Research conducted at the student's workplace under the joint direction of a faculty member and a supervisor/superior. This course is one of the options that satisfies the applied learning requirement. **Prerequisite(s):** Senior standing, admission to the School of Business, and School of Business approval.

## Management (MGT)

**MGT 341 Human Resources Management Credits: 3**

**Typically Offered:** Fall, Spring.

**Course Description:** Policies and practices in personnel management, such as job analysis, selection of employees, placement, training, employee services, and industrial relations. **Prerequisite(s):** GBA 210 or MAT 111 or MAT 111E or PSY 300, MGT 350 or concurrent enrollment, GBA 211, GBA 220, and junior standing.

**MGT 350 Organizational Behavior Credits: 3**

**Typically Offered:** Fall, Spring.

**Course Description:** An introductory course in management which focuses on individual-level (micro) management issues. Studies the relationship between individuals' values, emotions, perceptions, personality, and psychological capital on workplace behavior and performance. Reviews the effectiveness of alternative forms of learning, motivation, and leadership. **Prerequisite(s):** Junior standing.

**MGT 360 Organizational Theory, Design and Change Management Credits: 3**

**Typically Offered:** Fall, Spring.

**Course Description:** Complements Organizational Behavior. This macro management course focuses on the external context within which the organization competes, the group-level of analysis within the organization, and the structural design components of arranging human capital into organizational units. The course also examines types and forms of organizational change, learning organizations, and concepts related to power and conflict. **Prerequisite(s):** GBA 210 or MAT 111 or MAT 111E, GBA 211, GBA 220, and MGT 350.

**MGT 394 International Strategy Competition Credits: 3****Typically Offered:** Spring.**Course Description:** A business simulation opportunity to earn 3 applied learning credits in the Craig School of Business. One or more teams of 4-6 students will compete with other teams from universities throughout the world. Teams run a simulated business, work with a team of students as business executives, and deal with interrelated functional business issues. Preparation begins in late November, and during Spring semester weekly decisions are submitted to the Simulation Director. Each week results are returned to the team for analysis and preparation of the next week's decisions. On-site competition for the team(s) occurs in April for 3-4 days, with an awards ceremony at a closing banquet. **Prerequisite(s):** Overall GPA of 2.5 or above, submission of application, and admission to the School of Business.**MGT 395 Environmental Management Credits: 3****Typically Offered:** Departmental Discretion.**Course Description:** A course focusing on the natural environment and the role that businesses play in environmental stewardship. Explores institutional and global perspectives about the regulation and economics of sustainability and environmental responsiveness. The course reviews topic areas such as environmental accounting, green marketing, green management and the basis for stakeholder investments. **Prerequisite(s):** Completion of General Studies Category Two - Natural Sciences, and admission to the School of Business or School of Business Approval.**MGT 402 Entrepreneurship Credits: 3****Typically Offered:** Departmental Discretion.**Course Description:** The problems, opportunities, and methods of beginning a new business or new type of business. Examines the special needs of entrepreneurs regarding forecasting and planning, venture capital, trade finance, marketing, staffing, budgeting and cost control, and operations. **Prerequisite(s):** MGT 350 and admission to the School of Business.**MGT 416 Production and Operations Management Credits: 3****Typically Offered:** Fall, Spring.**Course Description:** Key management issues in operations of service and manufacturing firms. Analytical methods are studied for optimization of decision-making in inventory control, planning and scheduling, material requirement planning (MRP), just-in-time (JIT), project management, quality control, etc. **Prerequisite(s):** ACC 202, GBA 201, GBA 210 or MAT 111 or MAT 111E, GBA 220, MGT 350 or concurrent enrollment, SCM 301, and admission to the School of Business.**MGT 417 Applied Entrepreneurship Credits: 3****Typically Offered:** Fall, Spring.**Course Description:** The course represents an opportunity for December and/or May CSB graduates or eligible students to acquire an ownership in a business franchise. Students must be willing to relocate to the location of the business. Students must be willing and able to sign an ownership option agreement that includes initial financing provided by a donor. Students will compete for a limited number of businesses or franchises and will be selected by a committee consisting of business and/or franchise representatives. **Prerequisite(s):** ACC 310 or concurrent enrollment, GPA of 2.5 or higher, completion of 105 credit hours, or School of Business approval.**MGT 418 Management Information Systems Credits: 3****Typically Offered:** Fall, Spring.**Course Description:** An examination of organizations' information requirements and the role of computer information systems in meeting those requirements by gathering and producing information. The coding, processing, and accounting for transactions within the organization and between organizations. Data processing concepts including the issues in acquisition, development and deployment of responsive systems; assessment of the effectiveness of information systems in business decision making; and the impacts of information systems on organizations. Same as ACC 418. **Prerequisite(s):** ACC 202, GBA 201, GBA 220, MGT 350 or concurrent enrollment, MKT 301 or concurrent enrollment, SCM 301, and admission to the School of Business.**MGT 419 Strategic Management Credits: 3****Typically Offered:** Fall, Spring, Summer.**Course Description:** Examines strategic responses to problems and opportunities facing businesses in a changing global environment. Significant writing and speaking requirements. **Prerequisite(s):** ACC 418 or MGT 418 or concurrent enrollment, MGT 416, and School of Business approval.**MGT 425 International Management Credits: 3****Typically Offered:** Fall, Spring.**Course Description:** The international dimensions of management with emphasis on the environmental, organizational, and cultural challenges to businesses operating on a global stage. **Prerequisite(s):** GBA 210 or MAT 111 or MAT 111E, GBA 211, GBA 220, MGT 350, and admission to the School of Business.**MGT 431 Management Science Credits: 3****Typically Offered:** Departmental Discretion.**Course Description:** Introduces the quantitative models that support decision making in business administration. Examples of those models are linear programming, integer programming, transportation/assignment, networks, queuing theory, simulation and inventory control. This course focuses on formulating business problems into appropriate quantitative models, solving the models by using computer software and interpreting the results from the managerial point of view. **Prerequisite(s):** ACC 202, GBA 201, GBA 210 or MAT 111/111E, GBA 220, MGT 350 or concurrent enrollment, SCM 301, and admission to the School of Business.**MGT 444 Organizational Staffing, Training, and Safety Credits: 3****Typically Offered:** Fall, Spring.**Course Description:** This course is grounded in the comprehensive staffing model which focuses on the key components of staffing, external influences affecting staffing decisions and processes, and staffing systems management. Studies cover staffing strategies and planning, job analysis, measurement, external and internal recruitment, testing, selection, training, development, employee health and safety, and OSHA regulations. **Prerequisite(s):** MGT 341, MGT 350, and admission to the School of Business.**MGT 445 Compensation and Benefits Management Credits: 3****Typically Offered:** Fall, Spring.**Course Description:** The most common types of benefit coverage for employees, the components of total reward and compensation systems, total benefits costs analysis, cafeteria plans, the U.S. Social Security system, and ERISA. **Prerequisite(s):** MGT 341 and admission to the School of Business.

**MGT 470 Management Leadership Credits: 3**

**Typically Offered:** Fall, Spring.

**Course Description:** The purpose of this course is to enable students to prepare themselves to become leaders of organizations, understand different theories on leadership, and increase their personal leadership development. Leadership development concepts introduced in the course will be immediately applicable for students and useful for the rest of their lives. **Prerequisite(s):** GBA 210, GBA 211, GBA 220, MGT 350, and admission to the School of Business.

## Marketing (MKT)

**MKT 301 Principles of Marketing Credits: 3**

**Typically Offered:** Fall, Spring.

**Course Description:** Basic course defining marketing and its place within societies. Introduces the marketing concept, the marketing mix, and the marketing components of product, promotion, place, and price. **Prerequisite(s):** General Studies Category One - Basic Skills courses and junior standing.

**MKT 311 Consumer Behavior Credits: 3**

**Typically Offered:** Fall, Spring.

**Course Description:** Considers the consumer's decision process as well as the effects of both internal and external factors upon consumer purchasing behavior. The course emphasizes the application of consumer behavior theory to the development of viable marketing strategies. Completion of General Psychology is recommended prior to taking Consumer Behavior. **Prerequisite(s):** MKT 301 and PSY 101.

**MKT 351 Professional Selling and Sales Management Credits: 3**

**Typically Offered:** Fall, Spring.

**Course Description:** An approach to professional selling that emphasizes the partnering aspects of relationship marketing. Includes the strategic planning of sales within a larger account strategy and managing a long-lasting relationship with the customer. The course includes aspects of sales management such as sales force motivation, monitoring and control, target setting, and selling in both consumer and business to business environments. **Prerequisite(s):** GBA 220, MKT 301 and PSY 101.

**MKT 370 Digital Marketing Credits: 3**

**Typically Offered:** Fall, Spring.

**Course Description:** This course will introduce students to the topics and skills required to succeed in digital marketing of a firm. The course will be taught in an applied setting. Students will be introduced to digital marketing software as well as tactics used to make digital marketing successful. **Prerequisite(s):** MKT 301.

**MKT 381 Advertising and Promotion Credits: 3**

**Typically Offered:** Fall, Spring.

**Course Description:** The promotion mix: advertising, publicity, sales promotion, and personal selling. Analyzes the management and application of promotional strategies. **Prerequisite(s):** GBA 220, MKT 301 and PSY 101.

**MKT 401 Marketing Research Credits: 3**

**Typically Offered:** Fall, Spring.

**Course Description:** Application of scientific research techniques and statistical analyses of information (data) relative to sound marketing management decision-making. **Prerequisite(s):** GBA 201, GBA 210 or MAT 111 or MAT 111E, MKT 311 or concurrent enrollment, and admission to the School of Business.

**MKT 431 Retail Management Credits: 3**

**Typically Offered:** Departmental Discretion.

**Course Description:** A strategic approach to retailing which concentrates on planning, implementing, and controlling such retail variables as location, personnel, merchandise, communication, price, and the strategic methods of accomplishing specific objectives. **Prerequisite(s):** ACC 201, ECO 260 or ECO 261, GBA 210 or MAT 111 or MAT 111E, GBA 211, GBA 220, MKT 301, and admission to the School of Business.

**MKT 451 International Marketing and Trade Credits: 3**

**Typically Offered:** Fall.

**Course Description:** Applies marketing mix variables to the multinational market. Considers differences in cultural, legal, language, and other environmental factors. The course also familiarizes students with commercial practices in international trade. These include different methods of payment, exchange risk coverage, customs practices, and the use of foreign trade zones. Organizational strategies to enter foreign markets such as joint ventures, foreign subsidiaries, franchising and international tendering through joint bids are also covered. **Prerequisite(s):** ACC 201, ECO 260 or ECO 261, GBA 210 or MAT 111 or MAT 111E, GBA 211, GBA 220, MKT 301, and admission to the School of Business.

**MKT 481 Marketing Management Credits: 3**

**Typically Offered:** Fall, Spring.

**Course Description:** Students integrate all elements of the marketing program to make decisions in actual business situations. The objectives of this course are for students to develop an ability to employ strategic analysis tools and refine problem-solving and decision-making skills. **Prerequisite(s):** MKT 381, MKT 401 or concurrent enrollment.

## Supply Chain Management (SCM)

**SCM 301 Principles of Supply Chain Management Credits: 3**

**Typically Offered:** Fall, Spring.

**Course Description:** Introduction to supply chain management and related topics including purchasing, demand planning, logistics, and quality. Business processes and their integrative nature will be examined as part of the course. **Prerequisite(s):** General Studies Category One - Basic Skills courses and junior standing.

**SCM 401 Demand Planning and Management Credits: 3**

**Typically Offered:** Fall, Spring.

**Course Description:** Strategies and concepts related to managing and linking demand with production and customer relationship management. Topics include forecasting, sales and operations planning, customer service, distribution channels, service marketing, service quality assurance and measuring customer satisfaction. **Prerequisite(s):** Junior standing and admission to the School of Business.

**SCM 411 Transportation and Logistics Credits: 3**

**Typically Offered:** Fall, Spring.

**Course Description:** Economic, operating, and service characteristics of the various modes of transportation. Factors that influence transport demand, costs, market structures, carrier pricing, and carrier operating and service characteristics and their influence on other supply chain costs and performance. **Prerequisite(s):** MGT 416.

**SCM 412 Quality Management and Continuous Improvement Credits: 3**

**Typically Offered:** Fall, Spring.

**Course Description:** The role of quality in production and service environments and its impact on the competitive position. Strategic issues, philosophies and tools such as Six Sigma and SQC used to control quality are included. Continuous improvement is also explored. **Prerequisite(s):** SCM 301 and admission to the School of Business.

**SCM 420 Strategic Sourcing Credits: 3****Typically Offered:** Fall, Spring.**Course Description:** Sourcing strategies, concepts, and tools in the context of the integrated supply chain. Focuses on upstream supply chain activities. Topics include make or buy decisions, supplier evaluation and selection, global sourcing, costing, contracts and legal terms, negotiation, and purchasing ethics. **Prerequisite(s):** SCM 301 and admission to the School of Business.**SCM 422 Supply Chain Analytics Credits: 3****Typically Offered:** Fall, Spring.**Course Description:** Focuses on the process of discovering relationships and patterns in big data. Actual big data sets will be used in a hands-on environment. **Prerequisite(s):** MGT 416.**SCM 480 Strategic Supply Chain Management Credits: 3****Typically Offered:** Fall, Spring.**Course Description:** Focuses on integrated business processes and application of the supply chain management theories, concepts, and methods through the use of readings, case studies, projects, hands-on experiences in ERP, and industry speakers. **Prerequisite(s):** SCM 401, SCM 411 and SCM 420.

## Accounting (Bachelor of Science in Business Administration, B.S.B.A.)

### Requirements

Code	Title	Credit Hours
<b>General Studies</b>		
Students must complete General Studies courses (p. 19)		42-47
<b>Business Foundation Courses (BFC)</b>		
Students must complete Business Foundation Courses		36
<b>Additional BSBA Requirements</b>		
Students must complete BSBA Requirements		15
<b>Major Requirements</b> <sup>1</sup>		
Students must complete Major Requirements		25
ACC 230	Accounting Techniques	1
ACC 330	Intermediate Accounting I	3
ACC 331	Intermediate Accounting II	3
ACC 333	Cost Accounting	3
ACC 336	Individual Income Tax	3
ACC 433	Auditing	3
FIN 431	International Financial Management	3
Select two upper-division Business electives		6

<sup>1</sup> At least 18 credit hours in the major must be earned from the Steven L. Craig School of Business & Technology.

### Business Foundation Courses (BFC)

Code	Title	Credit Hours
ACC 201	Introductory Financial Accounting	3
ACC 202	Introductory Managerial Accounting	3
ECO 260	Principles of Macroeconomics	3
ECO 261	Principles of Microeconomics	3
FIN 301	Financial Management	3
GBA 201	Business Analytics & Reporting	3
GBA 210	Business Statistics I <sup>1</sup>	3

GBA 211	Business Law I	3
GBA 220	Business Communications	3
MGT 350	Organizational Behavior	3
MKT 301	Principles of Marketing	3
SCM 301	Principles of Supply Chain Management	3
Total Credit Hours		36

<sup>1</sup> Or any other approved statistics course.

### Additional BSBA Requirements

Code	Title	Credit Hours
MGT 416	Production and Operations Management	3
ACC 418	Accounting Information Systems	3
or MGT 418	Management Information Systems	
MGT 419	Strategic Management	3
PHL 230	Ethics	3
Select three credit hours of Applied Learning course(s)		3
Total Credit Hours		15

Credit for additional BSBA requirements must be earned from the Steven L. Craig School of Business & Technology.

NOTE: All upper-division Business courses required for the BSBA must be taken from the Steven L. Craig School of Business & Technology, from an AACSB accredited university or from a school with an approved articulation agreement.

### Graduation Requirements

- Earn a minimum of 120 credit hours (100 level and higher, maximum of 6 CED credit hours applicable).
- Earn a minimum of 30 credit hours in upper-division courses. Lower-division transfer courses accepted as meeting upper-division departmental course requirements cannot be used to fulfill this requirement.
- Earn 30 of the last 45 credit hours at MWSU in institutional coursework (exclusive of credit by examination).
- Participate in required departmental and campus wide assessments.
- No more than 6 credit hours of D permitted in major coursework.
- Earn an overall GPA of at least 2.0 and a major GPA of at least 2.0.
- Fulfill the Missouri Constitution requirement.

## Finance (Bachelor of Science in Business Administration, B.S.B.A.)

### Requirements

Code	Title	Credit Hours
<b>General Studies</b>		
Students must complete General Studies courses (p. 19)		42-47
<b>Business Foundation Courses (BFC)</b>		
Students must complete Business Foundation Courses		36
<b>Additional BSBA Requirements</b>		
Students must complete Additional BSBA Requirements		15
<b>Major Requirements</b> <sup>1</sup>		



Students must complete Major Requirements	24
ECO 460 Business and Economic Forecasting	3
FIN 310 Investments	3
FIN 321 Financial Markets and Institutions	3
FIN 401 Financial Management II	3
FIN 412 Futures and Options	3
FIN 431 International Financial Management	3
Select two of the following:	6
ACC 330 Intermediate Accounting I	
ACC 331 Intermediate Accounting II	
ACC 333 Cost Accounting	
ACC 336 Individual Income Tax	
ECO 363 Money and Banking	
GBA 311 Business Law II	

## Business Foundation Courses (BFC)

Code	Title	Credit Hours
ACC 201	Introductory Financial Accounting	3
ACC 202	Introductory Managerial Accounting	3
ECO 260	Principles of Macroeconomics	3
ECO 261	Principles of Microeconomics	3
FIN 301	Financial Management	3
GBA 201	Business Analytics & Reporting	3
GBA 210	Business Statistics I <sup>1</sup>	3
GBA 211	Business Law I	3
GBA 220	Business Communications	3
MGT 350	Organizational Behavior	3
MKT 301	Principles of Marketing	3
SCM 301	Principles of Supply Chain Management	3
Total Credit Hours		36

<sup>1</sup> Or any other approved statistics course.

## Additional BSBA Requirements

Code	Title	Credit Hours
MGT 416	Production and Operations Management	3
ACC 418 or MGT 418	Accounting Information Systems Management Information Systems	3
MGT 419	Strategic Management	3
PHL 230	Ethics	3
Select three credit hours of Applied Learning course(s)		3
Total Credit Hours		15

Credit for additional BSBA requirements must be earned from the Steven L. Craig School of Business & Technology.

NOTE: All upper-division Business courses required for the BSBA must be taken from the Steven L. Craig School of Business & Technology, from an AACSB accredited university or from a school with an approved articulation agreement.

## Graduation Requirements

- Earn a minimum of 120 credit hours (100 level and higher, maximum of 6 CED credit hours applicable).
- Earn a minimum of 30 credit hours in upper-division courses. Lower-division transfer courses accepted as meeting upper-division departmental course requirements cannot be used to fulfill this requirement.
- Earn 30 of the last 45 credit hours at MWSU in institutional coursework (exclusive of credit by examination).
- Participate in required departmental and campus wide assessments.
- No more than 6 credit hours of D permitted in major coursework.
- Earn an overall GPA of at least 2.0 and a major GPA of at least 2.0.
- Fulfill the Missouri Constitution requirement.

## Management (Bachelor of Science in Business Administration, B.S.B.A.)

### Requirements

Code	Title	Credit Hours
<b>General Studies</b>		
Students must complete General Studies courses (p. 19)		42-47
<b>Business Foundation Courses (BFC)</b>		
Students must complete Business Foundation Courses		36
<b>Additional BSBA Requirements</b>		
Students must complete Additional BSBA Requirements		15
<b>Major Requirements <sup>1</sup></b>		
Students must complete Major Requirements		24
MGT 341	Human Resources Management	3
MGT 360	Organizational Theory, Design and Change Management	3
MGT 425	International Management	3
MGT 470	Management Leadership	3
<b>Concentration</b>		
Select one of the following concentrations:		24
General		
Entrepreneurship		
Human Resources		

<sup>1</sup> At least 18 credit hours in the major must be earned from the Steven L. Craig School of Business & Technology.

Concentrations:  
 General (p. 48)  
 Entrepreneurship (p. 48)  
 Human Resources (p. 48)

## Business Foundation Courses (BFC)

Code	Title	Credit Hours
ACC 201	Introductory Financial Accounting	3
ACC 202	Introductory Managerial Accounting	3
ECO 260	Principles of Macroeconomics	3
ECO 261	Principles of Microeconomics	3
FIN 301	Financial Management	3
GBA 201	Business Analytics & Reporting	3

GBA 210	Business Statistics I <sup>1</sup>	3
GBA 211	Business Law I	3
GBA 220	Business Communications	3
MGT 350	Organizational Behavior	3
MKT 301	Principles of Marketing	3
SCM 301	Principles of Supply Chain Management	3
Total Credit Hours		36

<sup>1</sup> Or any other approved statistics course.

## Additional BSBA Requirements

Code	Title	Credit Hours
MGT 416	Production and Operations Management	3
ACC 418 or MGT 418	Accounting Information Systems Management Information Systems	3
MGT 419	Strategic Management	3
PHL 230	Ethics	3
Select three credit hours of Applied Learning course(s)		3
Total Credit Hours		15

Credit for additional BSBA requirements must be earned from the Steven L. Craig School of Business & Technology.

NOTE: All upper-division Business courses required for the BSBA must be taken from the Steven L. Craig School of Business & Technology, from an AACSB accredited university or from a school with an approved articulation agreement.

## General Concentration

Code	Title	Credit Hours
<b>Concentration Requirements</b>		
Select four of the following taken from at least two business/economics prefixes:		24
ACC 330	Intermediate Accounting I	
ACC 333	Cost Accounting	
ACC 336	Individual Income Tax	
FIN 310	Investments	
FIN 321	Financial Markets and Institutions	
FIN 401	Financial Management II	
GBA 311	Business Law II	
MKT 351	Professional Selling and Sales Management	
MKT 381	Advertising and Promotion	
MKT 401	Marketing Research	
One upper division ECO course		
One upper level MGT course (not taken as a management major requirement)		
Total Credit Hours		24

## Entrepreneurship Concentration

Code	Title	Credit Hours
<b>Concentration Requirements</b>		
ACC 311	Automated Accounting Systems for Small Business	3
ENT 201	Entrepreneurship I	3
ENT 301	Entrepreneurship II	3
MKT 370	Digital Marketing	3
Total Credit Hours		12

## Human Resources Concentration

Code	Title	Credit Hours
<b>Concentration Requirements</b>		
GBA 447	Employment Law	3
MGT 444	Organizational Staffing, Training, and Safety	3
MGT 445	Compensation and Benefits Management	3
One upper division business or ECO elective		3
Total Credit Hours		12

## Graduation Requirements

- Earn a minimum of 120 credit hours (100 level and higher, maximum of 6 CED credit hours applicable).
- Earn a minimum of 30 credit hours in upper-division courses. Lower-division transfer courses accepted as meeting upper-division departmental course requirements cannot be used to fulfill this requirement.
- Earn 30 of the last 45 credit hours at MWSU in institutional coursework (exclusive of credit by examination).
- Participate in required departmental and campus wide assessments.
- No more than 6 credit hours of D permitted in major coursework.
- Earn an overall GPA of at least 2.0 and a major GPA of at least 2.0.
- Fulfill the Missouri Constitution requirement.

## Marketing (Bachelor of Science in Business Administration, B.S.B.A.)

### Requirements

Code	Title	Credit Hours
<b>General Studies</b>		
Students must complete General Studies courses (p. 19)		42-47
<b>Business Foundation Courses (BFC)</b>		
Students must complete Business Foundation Courses		36
<b>Additional BSBA Requirements</b>		
Students must complete Additional BSBA Requirements		15
<b>Major Requirements <sup>1</sup></b>		
Students must complete Major Requirements		24
MKT 311	Consumer Behavior	3
MKT 351	Professional Selling and Sales Management	3
MKT 381	Advertising and Promotion	3

MKT 401	Marketing Research	3
MKT 451	International Marketing and Trade	3
MKT 481	Marketing Management	3
PSY 101	General Psychology	3
Select one upper-division Business elective		3

<sup>1</sup> At least 18 credit hours in the major must be earned from the Steven L. Craig School of Business & Technology.

## Business Foundation Courses (BFC)

Code	Title	Credit Hours
ACC 201	Introductory Financial Accounting	3
ACC 202	Introductory Managerial Accounting	3
ECO 260	Principles of Macroeconomics	3
ECO 261	Principles of Microeconomics	3
FIN 301	Financial Management	3
GBA 201	Business Analytics & Reporting	3
GBA 210	Business Statistics I <sup>1</sup>	3
GBA 211	Business Law I	3
GBA 220	Business Communications	3
MGT 350	Organizational Behavior	3
MKT 301	Principles of Marketing	3
SCM 301	Principles of Supply Chain Management	3
Total Credit Hours		36

<sup>1</sup> Or any other approved statistics course.

## Additional BSBA Requirements

Code	Title	Credit Hours
MGT 416	Production and Operations Management	3
ACC 418 or MGT 418	Accounting Information Systems Management Information Systems	3
MGT 419	Strategic Management	3
PHL 230	Ethics	3
Select three credit hours of Applied Learning course(s)		3
Total Credit Hours		15

Credit for additional BSBA requirements must be earned from the Steven L. Craig School of Business & Technology.

NOTE: All upper-division Business courses required for the BSBA must be taken from the Steven L. Craig School of Business & Technology, from an AACSB accredited university or from a school with an approved articulation agreement.

## Graduation Requirements

- Earn a minimum of 120 credit hours (100 level and higher, maximum of 6 CED credit hours applicable).
- Earn a minimum of 30 credit hours in upper-division courses. Lower-division transfer courses accepted as meeting upper-division departmental course requirements cannot be used to fulfill this requirement.

- Earn 30 of the last 45 credit hours at MWSU in institutional coursework (exclusive of credit by examination).
- Participate in required departmental and campus wide assessments.
- No more than 6 credit hours of D permitted in major coursework.
- Earn an overall GPA of at least 2.0 and a major GPA of at least 2.0.
- Fulfill the Missouri Constitution requirement.

## Supply Chain Management (Bachelor of Science in Business Administration, B.S.B.A.)

### Requirements

Code	Title	Credit Hours
<b>General Studies</b>		
Students must complete General Studies courses (p. 19)		42-47
<b>Business Foundation Courses (BFC)</b>		
Students must complete Business Foundation Courses		36
<b>Additional BSBA Requirements</b>		
Students must complete Additional BSBA Requirements		15
<b>Major Requirements <sup>1</sup></b>		
Students must complete Major Requirements		24
SCM 401	Demand Planning and Management	3
SCM 411	Transportation and Logistics	3
SCM 420	Strategic Sourcing	3
SCM 422	Supply Chain Analytics	3
SCM 480	Strategic Supply Chain Management	3
Select three upper-division Business electives		6

<sup>1</sup> At least 18 credit hours in the major must be earned from the Steven L. Craig School of Business & Technology.

## Business Foundation Courses (BFC)

Code	Title	Credit Hours
ACC 201	Introductory Financial Accounting	3
ACC 202	Introductory Managerial Accounting	3
ECO 260	Principles of Macroeconomics	3
ECO 261	Principles of Microeconomics	3
FIN 301	Financial Management	3
GBA 201	Business Analytics & Reporting	3
GBA 210	Business Statistics I <sup>1</sup>	3
GBA 211	Business Law I	3
GBA 220	Business Communications	3
MGT 350	Organizational Behavior	3
MKT 301	Principles of Marketing	3
SCM 301	Principles of Supply Chain Management	3
Total Credit Hours		36

<sup>1</sup> Or any other approved statistics course.

## Additional BSBA Requirements

Code	Title	Credit Hours
MGT 416	Production and Operations Management	3
ACC 418 or MGT 418	Accounting Information Systems Management Information Systems	3
MGT 419	Strategic Management	3
PHL 230	Ethics	3
Select three credit hours of Applied Learning course(s)		3
<b>Total Credit Hours</b>		<b>15</b>

Credit for additional BSBA requirements must be earned from the Steven L. Craig School of Business & Technology.

NOTE: All upper-division Business courses required for the BSBA must be taken from the Steven L. Craig School of Business & Technology, from an AACSB accredited university or from a school with an approved articulation agreement.

## Graduation Requirements

1. Earn a minimum of 120 credit hours (100 level and higher, maximum of 6 CED credit hours applicable).
2. Earn a minimum of 30 credit hours in upper-division courses. Lower-division transfer courses accepted as meeting upper-division departmental course requirements cannot be used to fulfill this requirement.
3. Earn 30 of the last 45 credit hours at MWSU in institutional coursework (exclusive of credit by examination).
4. Participate in required departmental and campus wide assessments.
5. No more than 6 credit hours of D permitted in major coursework.
6. Earn an overall GPA of at least 2.0 and a major GPA of at least 2.0.
7. Fulfill the Missouri Constitution requirement.

## Entrepreneurship Minor Requirements

Code	Title	Credit Hours
<b>Minor Requirements</b>		
ENT 201	Entrepreneurship I	3
ENT 301	Entrepreneurship II	3
Select twelve additional credit hours from the following:		12
Group I:		
ACC 201	Introductory Financial Accounting	
ECO 260	Principles of Macroeconomics	
ECO 261	Principles of Microeconomics	
FIN 210	Personal Finance	
GBA 110	Introduction to Business	
GBA 211	Business Law I	
MGT 350	Organizational Behavior	
MKT 301	Principles of Marketing	
MKT 311	Consumer Behavior	
MKT 351	Professional Selling and Sales Management	
MKT 381	Advertising and Promotion	

Group II:

ACT 102	Introduction to Web Page Development
ACT 202	Introduction to Web Graphics
ACT 302	Decision Support Systems
ART 110	Beginning Drawing I
ART 120	Two-Dimensional Design
BIO 207	Human Ecology
BIO 314	Technology and Society
CET 105	Construction Materials
CHE 312	Organic Chemistry II
CHE 380	Environmental Chemistry & Chemical Management
CIN 100	Introduction to Film
CIN 245	Production I
COM 205	Introduction to Mass Media
COM 215	Introduction to Public Relations
COM 305	Interpersonal Communication
COM 314	Persuasion
COM 324	Small Group Communication
COM 334	Argumentation and Debate
COM 410	Organizational Communication
COM 415	Public Relations Campaigns
ECO 375	Economics of Health Care
ECO 376	Economics of the Environment
EET 100	Electrical Circuits I
EGT 102	Programming for Engineering Technology
EGT 205	Computer-Aided Drafting I
EGT 215	Computer-Aided Drafting II
EGT 220	Engineering Materials
EGT 350	Technical Report Writing
ENG 314	Technology and Society
ENG 385	Creative Writing: Prose
ENG 386	Creative Writing: Poetry
ETC 326	Document Design
FRE 211	French for the Professional
GEO 330	Globalization, Labor, and Resources
HIF 410	Human Resources and Operations Management
HUM 314	Technology And Society
JOU 104	Introduction to Digital Photography
JOU 224	Web Content and Design
or ETC 224	Web Content and Design
JOU 303	Media Law and Ethics
JOU 327	Publication Design
JOU 328	Multimedia Authoring
or ETC 328	Multimedia Authoring
LAT 335	Introduction to Mediation
LAT 430	Conflict Management
MET 111	Manufacturing Processes
MET 132	Manufacturing Methods
MUS 305	Entrepreneurship in Music
MUS 324	Electronics for Music Applications

MUS 327	Commercial Music Seminar	
PSY 310	Industrial/Organizational Psychology	
PSY 365	Social Psychology	
RSM 325	Law for the Recreation and Sport Practitioner	
RSM 343	Marketing in Recreation and Sport	
RSM 360	Entrepreneurship in Recreation and Sport	
SPA 211	Spanish for the Professional	
THR 140	Production Participation	
THR 221	Technical Production I	
THR 228	Acting I	
CHI 100	Elementary Chinese I	
or FRE 100	Elementary French I	
or GER 100	Elementary German I	
or SPA 100	Elementary Spanish I	
CHI 101	Elementary Chinese II	
or FRE 101	Elementary French II	
or GER 101	Elementary German II	
or SPA 101	Elementary Spanish II	
CHI 200	Intermediate Chinese I	
or FRE 200	Intermediate French I	
or GER 200	Intermediate German I	
or SPA 200	Intermediate Spanish I	
CHI 201	Intermediate Chinese II	
or FRE 201	Intermediate French II	
or GER 201	Intermediate German II	
or SPA 201	Intermediate Spanish II	
Total Credit Hours		18

- <sup>1</sup>
- **Business Majors** are required to take 6 credit hours from Group I Restricted Electives and 6 credit hours not being used in their major or to satisfy general education coursework from Group II.
  - **Non Business Majors** are required to take 6 credit hours from Group I Restricted Electives which are not required in their major, minor, or concentration and 6 credit hours from Group II.
  - **The CSB must approve any substitutions in the restricted electives.**

## Graduation Requirements

1. Have a valid and declared major on file (minors cannot be awarded in the same areas as the major, emphasis or concentration).
2. Earn a minimum of 3 credit hours beyond the major, emphasis, concentration and/or general studies requirements.
3. Earn a minor GPA of at least 2.0.

## Finance Minor Requirements (Accounting Majors Only)

Code	Title	Credit Hours
<b>Minor Requirements</b>		
FIN 310	Investments	3
FIN 321	Financial Markets and Institutions	3
ECO 363	Money and Banking	3

ACC 330	Intermediate Accounting I	3
or ACC 336	Individual Income Tax	
Select two of the following upper-division Finance electives:		6
FIN 401	Financial Management II	
FIN 410	Portfolio Management	
FIN 412	Futures and Options	
FIN 431	International Financial Management	
Total Credit Hours		18

## Graduation Requirements

1. Have a valid and declared major on file (minors cannot be awarded in the same areas as the major, emphasis or concentration).
2. Earn a minimum of 4 credit hours beyond the major, emphasis, concentration and general studies requirements.
3. No more than 3 credit hours of D permitted in minor coursework.
4. Earn a minor GPA of at least 2.0.

## General Business Minor Requirements Non-business Majors Only

Code	Title	Credit Hours
<b>Minor Requirements</b>		
ACC 201	Introductory Financial Accounting	3
ECO 260	Principles of Macroeconomics	3
or ECO 261	Principles of Microeconomics	
FIN 210	Personal Finance	3
GBA 211	Business Law I	3
MGT 350	Organizational Behavior	3
MKT 301	Principles of Marketing	3
Total Credit Hours		18

## Graduation Requirements

1. Have a valid and declared major on file (minors cannot be awarded in the same areas as the major, emphasis or concentration).
2. Earn a minimum of 3 credit hours beyond the major, emphasis, concentration and general studies requirements.
3. Earn a grade of C or higher in all minor coursework.
4. Earn a minor GPA of at least 2.0.

## Professional Business Minor Requirements

The Professional Business Minor will allow non-business majors to meet all the competency requirements and fulfill the program prerequisites for the MBA program.

## Non-business Majors Only

Code	Title	Credit Hours
<b>Minor Requirements</b>		
ACC 201	Introductory Financial Accounting	3
ACC 202	Introductory Managerial Accounting	3

FIN 301	Financial Management	3
GBA 201	Business Analytics & Reporting	3
MGT 350	Organizational Behavior	3
MKT 301	Principles of Marketing	3
Total Credit Hours		18

## Graduation Requirements

1. Have a valid and declared major on file (minors cannot be awarded in the same areas as the major, emphasis or concentration).
2. Earn a minimum of 3 credit hours beyond the major, emphasis, concentration and general studies requirements.
3. Earn a grade of C or higher in all minor coursework.
4. Earn a minor GPA of at least 2.0.

## Department of Engineering Technology

### Overview

Dr. Jinwen Zhu, Chairperson  
 jzhu@missouriwestern.edu  
 (816) 271-5820  
[www.missouriwestern.edu/EngTech](http://www.missouriwestern.edu/EngTech) (<http://www.missouriwestern.edu/EngTech>)

The Department of Engineering Technology offers four-year degree programs in Engineering Technology with majors in Construction Engineering Technology, Electronics Engineering Technology and its concentrations, and Manufacturing Engineering Technology as well as its two concentrations: Bio-Manufacturing and Design & Technical Graphics. In addition, the Department offers a two-year (AAS) degree in Manufacturing Engineering Technology with three concentrations: General, Instrumentation and Automation, and Precision Machining. The Department works in collaboration with regional universities to provide engineering transfer programs, a one-year architecture transfer program and 3 dual degree programs in Engineering Technology and Engineering.

### Engineering Technology

Engineering technology has been defined as that part of the technological field which requires the application of scientific and engineering knowledge and methods combined with technical skills in support of engineering activities; it lies in the occupational spectrum between the craftsman and the engineer at the end of the spectrum closest to the engineer.

Engineering technology is oriented less toward theory and more toward practical applications. The term "engineering technician" is applied to the graduates of associate degree programs. Graduates of baccalaureate programs are called "engineering technologists."

### Dual Degree Program in Engineering Technology & Engineering

Missouri Western Engineering Technology majors have the opportunity to be admitted to a dual degree program between the Missouri Western State University (MWSU) Department of Engineering Technology and The University of Missouri-Kansas City School of Computing and Engineering. This program is designed for students interested in both a B.S. in Engineering Technology and a B.S. in Engineering (Civil Engineering,

Electrical and Computer Engineering, or Mechanical Engineering). Students in the program complete the first three years of study in Engineering Technology at Missouri Western State University and two additional years at the University of Missouri-Kansas City in Engineering to earn two B.S. degrees in five years. To be eligible for the dual degree option, students must complete the designated course series outline in the articulation agreement and must maintain a cumulative GPA of 3.0 or higher. For more information on this dual degree opportunity, please contact the dual degree liaison in the MWSU Department of Engineering Technology.

### Transfer Programs

#### Pre-Engineering

The students in the pre-engineering transfer program are strongly encouraged to work with their advisor in the Department of Engineering Technology to develop a transfer plan.

The exact plan followed will depend on the specialized area (civil, chemical, mechanical, electrical, etc.) and the engineering school to which the student plans to transfer. Also, many students are not prepared for calculus their first semester and special programs must be arranged. Students will not receive a pre-engineering degree or certificate from Missouri Western State University.

#### Pre-Architecture

The pre-architecture transfer program is designed for students preparing themselves to transfer to a school of architecture. The students in pre-architecture transfer program are strongly encouraged to work with their advisor in the Department of Engineering Technology to develop a transfer plan and to contact an advisor at their chosen transfer university. Students will not receive a pre-architecture degree or certificate from Missouri Western State University.

### Majors

- Construction Engineering Technology (Bachelor of Science, B.S.) (p. 59)
- Electronics Engineering Technology (Bachelor of Science, B.S.) (<http://catalog.missouriwestern.edu/undergraduate/craig-business-technology/engineering-technology/electronics-engineering-technology-bs>)
- Manufacturing Engineering Technology (Bachelor of Science, B.S.) (p. 61)
- Manufacturing Engineering Technology, Bio-Manufacturing Option (Bachelor of Science, B.S.) (p. 62)
- Manufacturing Engineering Technology, Design & Technical Graphics Option (Bachelor of Science, B.S.) (p. 63)
- Manufacturing Engineering Technology (Associate of Applied Science, A.A.S.) (p. 64)

### Minors

- Cognitive Science Minor (p. 256)
- Computer Technology Minor (p. 65)
- Construction Management Minor (p. 65)
- Manufacturing Technology Minor (p. 65)

## Courses

# Construction Engineering Technology (CET)

### CET 105 Construction Materials Credits: 3

**Typically Offered:** Fall.

**Course Description:** Introductory study of materials used in the construction industry. Materials are studied with regard to properties of their substances and utilization in construction.

### CET 250 Introduction to Statics, Strength of Materials and Structures Credits: 4

**Typically Offered:** Spring.

**Course Description:** Studies fundamentals of statics and mechanics of materials as they apply to construction processes such as statics equilibrium, axial, torsional, bending, and stress and strain analysis. Introduction to various methods used in analysis of structures such as beams, trusses and frames will be included. Three hours lecture, three hours lab. **Prerequisite(s):** MAT 116 and MAT 119.

### CET 252 Advanced Surveying Credits: 3

**Typically Offered:** Spring.

**Course Description:** Intermediate and advanced surveying techniques and procedures with applications to engineering and construction problems; includes mapping, hydrography, and photogrammetry; promotes in-the-field application of techniques. **Prerequisite(s):** EGT 202 and credit or concurrent enrollment in EGT 205.

### CET 254 Construction Methods and Equipment Credits: 4

**Typically Offered:** Spring.

**Course Description:** Introduction to the basic knowledge and skills of methods of building construction including foundation, structural framing, floor, roof, and wall systems; to the acquisition, selection, and use of construction equipment; and to the reading of construction blueprint drawings and specifications. Three hours lecture, three hours lab. **Prerequisite(s):** CET 105.

### CET 255 Legal Aspects of Boundary Surveying Credits: 3

**Typically Offered:** Fall.

**Course Description:** Includes preparation of plats and writing of property descriptions referenced to Public Land Surveys of Subdivision of Townships and Sections. Discusses surveying and land right terminology as well as resurveying, retracing, restoration, monumentation and dedication. Also studies selected case law. Computer programs and field trips will be utilized. **Prerequisite(s):** Credit or concurrent enrollment in EGT 202.

### CET 256 Bituminous, Concrete and Soils Credits: 3

**Typically Offered:** Spring.

**Course Description:** Studies the properties and engineering applications of prime materials used in structural and roadway construction, including classification, basic quality control, and construction practices used with respect to asphalt, concrete, and soils. Two hours lecture, three hours lab. **Prerequisite(s):** CET 105.

### CET 260 Mechanics of Materials Credits: 4

**Typically Offered:** Spring.

**Course Description:** Axial, torsional, bending, and combined stress and strain analysis; mechanical properties and applications for static, fatigue, creep, and impact conditions; emphasizes beam stresses and deflections, columns, and riveted and welded connections. Three hours lecture, three hours lab. **Prerequisite(s):** EGT 260.

### CET 265 Subdivision Planning and Layout Credits: 3

**Typically Offered:** Spring.

**Course Description:** Platting of boundaries, topographic layout, planning and layout for streets, sewers and water lines. Building site surveys.

**Prerequisite(s):** EGT 202.

### CET 270 Electrical Installations Credits: 3

**Typically Offered:** Spring.

**Course Description:** Studies of DC circuits and electrical components, including conductors, insulators, resistors, inductors, capacitors, switches, voltage and current sources. Fundamentals of AC circuits, motors and generators, three-phase industrial power, power generation, distribution, transmission, and transformers. Includes laboratory sessions to demonstrate and reinforce understanding of these topics. Two hours lecture, three hours lab. **Prerequisite(s):** CET 105 or EGT 220.

### CET 290 Engineering Technology Internship Credits: 1-3

**Typically Offered:** Fall, Spring, Summer.

**Course Description:** Intended for students working full-time or part-time for a company in a job related to their major, which reinforces and extends knowledge and skills. Requires periodic progress reports, supervisor evaluation and a formal final report addressing the experience and the educational benefits derived. **Prerequisite(s):** Departmental approval.

### CET 308 Analysis of Structures Credits: 3

**Typically Offered:** Fall.

**Course Description:** Introduction to various methods used in the analysis of statically determinate and indeterminate structures. Load path, load tracing, and code provisions are discussed. Three hours lecture.

**Prerequisite(s):** CET 260 and MAT 147.

### CET 315 Mechanical Systems Credits: 3

**Typically Offered:** Fall.

**Course Description:** Principles of water supply and treatment, plumbing, sanitation systems, heating, ventilation and air conditioning. Two hours lecture, three hours lab. **Prerequisite(s):** CET 105.

### CET 351 Construction Estimating I Credits: 3

**Typically Offered:** Spring.

**Course Description:** An introduction to estimating techniques in construction projects. The course will focus on quantity take-offs such as earthwork, concrete, masonry, metals, woods, finishes, thermal and moisture protection, HVAC, and electrical. Includes overview of the estimating and bidding process, estimate development, labor rates, material pricing, and errors in estimates. Computer applications. Two hours lecture, three hours lab. **Prerequisite(s):** CET 105 and EGT 205.

### CET 358 Structural Steel and Wood Design Credits: 3

**Typically Offered:** Fall.

**Course Description:** Introduction to elementary structural steel and wood design; design of individual members and their connections as dictated by various specifications (AISC, AITC, AASHTO, etc.). Includes computer techniques in the areas of structural analysis/design. **Prerequisite(s):** Credit or concurrent enrollment in CET 308.

### CET 360 Construction Management Credits: 3

**Typically Offered:** Fall.

**Course Description:** Introduction to the business of construction including roles of the contractor, superintendent, designer, owner and inspector; study of bid package, issues during construction phase, and project delivery methods. Includes construction contracts, procurement, planning, scheduling, safety, cash flow, and risk management.

**Prerequisite(s):** CET 105 or CET 254.

**CET 362 Construction Safety Credits: 3****Typically Offered:** Fall.**Course Description:** Review of existing safety requirements pertaining to Construction and Industrial Works, and discusses practices utilized to comply with these regulations. All OSHA regulations pertaining to construction as well as CFR documents are discussed. **Prerequisite(s):** CET 105 and ENG 104.**CET 390 Technological Projects Credits: 1-3****Typically Offered:** Fall, Spring, Summer.**Course Description:** Intended for the advanced student whose project would enrich the educational experience. Approval by the Department Chairperson is required at least two weeks before the end of the previous term.**CET 408 Design of Concrete and Masonry Structures Credits: 3****Typically Offered:** Spring.**Course Description:** Introduction to the design of reinforced concrete and masonry structures. Designs are based on the current ACI codes. Class assignments or projects will require integration, knowledge from preceding courses and application of problem-solving skills acquired throughout the entire curriculum. **Prerequisite(s):** Credit or concurrent enrollment in CET 308.**CET 451 Construction Estimating II Credits: 2****Typically Offered:** Fall.**Course Description:** Advanced study of estimating and bidding procedures for construction projects. Includes unit price estimating, conceptual estimating, lump sum estimating, detailed estimating, production rates, subcontract pricing, overhead allocation, markups, bidding strategies, and presentation of the bid. Use of computer software. One hour lecture, three hours lab **Prerequisite(s):** CET 254 and CET 351.**CET 456 Construction Contracts Administration Credits: 3****Typically Offered:** Spring.**Course Description:** Emphasis is given to the interpretation and preparation of construction project documents. Subjects such as contract agreement, breach of contract, termination of agreements, materials specifications, workmanship specifications, general conditions, insurance, bonds, arbitration, and cases related to finance are discussed. **Prerequisite(s):** CET 360 and credit or concurrent enrollment in CET 351.**CET 458 Soil Mechanics and Foundations Credits: 3****Typically Offered:** Fall.**Course Description:** Studies advanced topics in the properties of soils with applications in civil engineering design and construction. Class assignments or projects will require integration, knowledge from preceding courses and application of problem-solving skills acquired throughout the entire curriculum. Two hours lecture, three hours lab. **Prerequisite(s):** CET 256 and CET 260.**CET 480 Construction Planning and Scheduling Credits: 3****Typically Offered:** Spring.**Course Description:** Principles and techniques used to plan construction and schedule project activities. Networks, bar charts, computer techniques, productivity, construction time and cost parameters. Cash flow analysis, resource planning and control, and preparation of cost-to-complete reports will be discussed. Class assignments or projects will require integration, knowledge from preceding courses and application of problem-solving skills acquired throughout the entire curriculum. **Prerequisite(s):** CET 360 and credit or concurrent enrollment in EGT 370.**CET 485 Selected Topics in Construction Credits: 3****Typically Offered:** Spring.**Course Description:** Study of selected topics, such as underground construction, underpinning, formwork and other project support requirements; evaluation and review of current practices in heavy construction. The course includes study and research in a specific area that combines major elements from previous construction engineering technology courses culminating in an integrating experience through individual and/or group projects, technical reports and presentations. **Prerequisite(s):** CET 254.**CET 490 Building Codes, Standards, and Practices Credits: 3****Typically Offered:** Departmental Discretion.**Course Description:** Emphasis on content of the four main U.S. Building Codes and the interpretation of these codes from the contractors perspective. Also covers code enforcement procedures used by administration offices of municipal governments. Class exercises involve the review of plans and specifications to determine code compliance. **Prerequisite(s):** CET 451 and CET 480.

## Electronics and Computer Engineering Technology (ECT)

**ECT 362 Computer Hardware Repair Credits: 3****Typically Offered:** Spring.**Course Description:** Study of computer hardware assembly, and the techniques utilized for troubleshooting and repair. Two hours lecture, three hours lab. **Prerequisite(s):** EET 206 and EET 212.**ECT 432 Computer Hardware Troubleshooting Credits: 3****Typically Offered:** Spring.**Course Description:** Study of computer hardware assembly and troubleshooting, including computer hardware, motherboard, embedded systems, power, monitor, analyzing and repairing, hardware installation and configuration. Two hours lecture, three hours lab. **Prerequisite(s):** EET 402.

## Electronics Engineering Technology (EET)

**EET 100 Electrical Circuits I Credits: 3****Typically Offered:** Fall, Spring.**Course Description:** Studies of DC circuits and electrical components, including conductors, insulators, resistors, inductors, capacitors, switches, voltage and current sources. Fundamentals of AC circuits, motors and generators, three-phase industrial power, power generation, distribution, transmission, and transformers. Includes laboratory sessions to demonstrate and reinforce understanding of these topics. Two hours lecture, three hours lab.**EET 200 Electrical Circuits II Credits: 4****Typically Offered:** Spring.**Course Description:** Analysis of series and parallel DC networks by various methods including mesh and nodal analyses, network theorems; Thevenin's, Norton's and Superposition analyses of AC series and parallel networks (RL, RC & RLC circuits), j operators, phasors, reactances, phase relationships, power, network theorems, sinusoidal AC voltages, currents, impedances and admittances (RL, RC & RLC), resonance, frequency response, polyphase systems, transformers and circuit analysis applications using PSpice computer simulation program. Laboratory exercises using AC sources, dual-trace oscilloscope, frequency generator, spectrum analyzer, and circuit prototyping reinforce the lecture concepts. Three hours lecture, three hours lab. **Prerequisite(s):** EET 100 and credit or concurrent enrollment in MAT 119.



**EET 202 Digital Logic Credits: 4**

**Typically Offered:** Spring.

**Course Description:** Studies of number systems, logic gates, combinational logic using Small scale (SSI) and Medium scale (MSI) integrated circuits such as TTL, CMOS and ECL, Boolean algebra, mapping, flip-flops, counters, timers, adders, comparators, decoders, encoders, multiplexers, demultiplexers, arithmetic logic units (ALU's), programmable logic devices (PLD's) and input-output devices. Three hours lecture, three hours lab. **Prerequisite(s):** EET 100.

**EET 206 Introduction to Microcomputers Credits: 4**

**Typically Offered:** Fall.

**Course Description:** A study of microcomputer and microprocessor architectures, ALU's, memory devices, interfacing, communications, and software programming applications using assembly language and high-level programming language such as C/C++. Three hours lecture, three hours lab. **Prerequisite(s):** EGT 102 or CSC 184 and EET 202.

**EET 212 Introduction to Semiconductor Devices Credits: 4**

**Typically Offered:** Fall.

**Course Description:** Studies of basic semiconductor theory, principles, characteristic curves and applications of semiconductor devices such as various types of diodes, BJT, FET transistors and biasing, and thyristors. Circuit applications including power supply rectification and filtering, voltage regulation, clippers, clampers and amplifiers, circuit modeling and analysis using electronic circuit design and analysis software such as Electronics Work Bench and PSpice. Three hours lecture, three hours lab. **Prerequisite(s):** Credit or concurrent enrollment in both EET 200 and CHE 101.

**EET 290 Engineering Technology Internship Credits: 1-3**

**Typically Offered:** Fall, Spring, Summer.

**Course Description:** Intended for students working full-time or part-time for a company in a job related to their major, which reinforces and extends knowledge and skills. Requires periodic progress reports, supervisor evaluation and a formal final report addressing the experience and the educational benefits derived. **Prerequisite(s):** Departmental approval.

**EET 312 Electronic Amplifiers and Integrated Circuits Credits: 4**

**Typically Offered:** Spring.

**Course Description:** A study of principles and analysis of small and large signal amplifiers circuits of classes -A, -B, and -C using BJT, FET and MOSFET transistors; amplifier coupling methods, frequency response and Bode plots; introduction to active filters and operational amplifiers with applications as signal amplifiers, comparators, summers, voltage regulators, integrators and differentiators; thyristor principles, operational amplifiers, multistage amplifiers, integrated differential and operational amplifier circuits, Op-Amp theory and applications such as comparators, instrumentation amplifiers, signal generators, power amplifiers and active filters, D/A and A/D converters and applications. Circuit modeling programs, such as Electronics Work Bench, are used throughout the course. Three hours lecture, three hour lab. **Prerequisite(s):** EET 206 and EET 212.

**EET 342 Analog Communications Systems Credits: 4**

**Typically Offered:** Fall.

**Course Description:** A study of information theory, bandwidth, and noise; spectral analysis, principles and analysis of AM, FM modulation, detection, receivers, transmitters, networks, filters, antennas; principles and circuits of single-sideband communications; electromagnetic wave propagation; analog telephone systems; broadcast TV systems and transmission lines through VHF frequency. Laboratory experiences include exercises in basic analog communication circuits, and transmission and reception experiments. Three hours lecture, three hours lab. **Prerequisite(s):** EET 312.

**EET 372 Programmable Logic Controllers Credits: 4**

**Typically Offered:** Spring.

**Course Description:** Studies programmable logic controllers (PLC's); hardware components, memory structure, I/O modules, PLC ladder logic diagrams and basic programming functions, sequencing, contact and coil programming, fail-safe circuits and applications. Laboratory experiments feature hardware/software applications using industrial-grade PLC's of the major manufacturers interfaced with I/O devices for data acquisition and control experiments. Three hours lecture, three hours lab. **Prerequisite(s):** EET 206 and EET 212.

**EET 374 Robotics Controls Credits: 4**

**Typically Offered:** Spring.

**Course Description:** Introduction to various types of robot anatomy and drive systems, robotics control systems and components, motion analysis, types of end-effectors, robotics sensors and machine vision. Robot classifications, geometry and path control techniques, end-of-arm tooling, gripper selection system intelligence and compliance, robot programming, safety and safeguarding considerations and operator training, acceptance and problems. Laboratory experiments focus on interfacing lab robots to I/O devices using industrial grade PLC's of the major manufacturers and programming the lab robots to perform basic tasks. Three hours lecture, three hours lab. **Prerequisite(s):** EET 372.

**EET 382 Electronics Fabrication Credits: 2**

**Typically Offered:** Spring.

**Course Description:** Students are required to construct an electronic project approved by the instructor; this includes selection of a suitable project, its design and construction, and testing of the completed project. Lab may also require construction of small projects. 5 hours lab, including discussion periods. **Prerequisite(s):** EET 206 and EET 312.

**EET 390 Technological Projects Credits: 1-3**

**Typically Offered:** Fall, Spring, Summer.

**Course Description:** Intended for the advanced student whose project would enrich the educational experience. Approval by the Department Chairperson is required at least two weeks before the end of the previous term.

**EET 402 Microcomputer Systems Credits: 4**

**Typically Offered:** Fall.

**Course Description:** Advanced study in the architecture and design of modern computers and imbedded systems; design of microprocessor-based systems including memory, I/O interfacing, interrupts, and DMA. Design embedded systems with soft core micro controllers on programmable chips. Develop software with assembly and C programming language for an embedded system. Three hours lecture, three hours lab. **Prerequisite(s):** EET 206.

**EET 412 Operational Amplifiers and Linear Integrated Circuits Credits: 3****Typically Offered:** Fall.**Course Description:** Advanced study of operational amplifiers, multistage amplifiers, integrated differential and operational amplifier circuits, Op-Amp theory and applications such as comparators, instrumentation amplifiers, signal generators, power amplifiers and active filters, D/A and A/D converters, and PSpice modeling program applied for circuit analysis examples. Two hours lecture, three hours lab. **Prerequisite(s):** EET 312, EET 372, and MAT 147.**EET 422 Electrical Power Technology Credits: 3****Typically Offered:** Spring.**Course Description:** Studies the principles and applications of various types of DC and AC generators and motors, methods of power control, using thyristor devices, solid-state AC and DC motor drives and servo mechanisms, microcontrollers control applications for motor drives, interface to programmable logic control systems, inverters, and converters; principles of three-phase power systems; transformers; generation, transmission, motors/generators, and three-phase power relationships. **Prerequisite(s):** EET 212 and MAT 147.**EET 442 Digital Communications Systems Credits: 3****Typically Offered:** Spring.**Course Description:** Principles and methods of digital modulation including A/D and D/A converters, frequency-shift keying, frequency-division multiplexing, delta and pulse-code modulation; error detection and correction techniques; UART's and modems; integrated services digital network (ISDN); networking architecture and protocols; fiber optics and satellite communications; and microwaves. **Prerequisite(s):** EET 206 and EET 342.**EET 452 Automation and Process Control Technology Credits: 4****Typically Offered:** Fall.**Course Description:** Studies principles of feedback control systems, compensation techniques, major types of sensors, electromechanical components and the interface between mechanics and electronics. Three hours lecture, three hours lab. **Prerequisite(s):** EET 202 and EET 212.**EET 472 Automatic Control Systems Credits: 4****Typically Offered:** Spring.**Course Description:** Study of the transfer function approach and Laplace transforms to the analysis of feedback control systems in the time and frequency domains, and associated compensation techniques; concepts of block diagrams, and open- and closed-loop control systems. Laboratory exercises include PLC's and MATLAB software and associated Toolboxes. Three hours lecture, three hours lab. **Prerequisite(s):** EET 372, EET 452, and MAT 147.**EET 482 Integrated System Project Credits: 3****Typically Offered:** Fall, Spring.**Course Description:** Electronic design project constructed in the laboratory and/or research project on selected electronics topics or problems. Requires a written notebook, periodic progress reports and a project final report. Class assignments or projects will require integration, knowledge from preceding courses and application of problem-solving skills acquired throughout the entire curriculum. **Prerequisite(s):** EET 342 and EET 452.**EET 485 Senior Seminar Credits: 2****Typically Offered:** Spring (odd-numbered years).**Course Description:** Designed for seniors majoring in electronics engineering technology; emphasizes the development of research in the field of electronics engineering technology, selected topics for group discussion of current areas of interest, guest speakers, and the exploration of career options. **Prerequisite(s):** Senior standing and declared engineering technology major.**EET 490 Advanced Topics in Electronics Engineering Technology Credits: 3****Typically Offered:** Departmental Discretion.**Course Description:** Selected new/emerging topics in the field of Electronics Engineering Technology. **Prerequisite(s):** Junior or Senior standing, declared Electronics Engineering Technology major, a minimum of 2.5 GPA, and departmental approval.

## Engineering Technology (EGT)

**EGT 102 Programming for Engineering Technology Credits: 3****Typically Offered:** Fall, Spring.**Course Description:** Fundamental concepts about computers and approaches to computer programming including top-down design, selection control structures (if else, switch statements), repetition control structures (while, for, and do while loops), simple data types, arrays, strings, etc. Study of selected computer programming language.**EGT 103 Electronics Engineering Technology Fundamentals Credits: 1****Typically Offered:** Fall, Spring.**Course Description:** Introduction to electronics engineering technology concepts, OSHA safety, ethics, and career potentials. Study of teamwork, diversity and globalization, quality, timeliness, continuous improvement and lifelong learning.**EGT 105 Introduction to Architecture Credits: 3****Typically Offered:** Fall, Spring.**Course Description:** This course introduces to the student and understanding and appreciation of architecture and human built environment through a broad examination of cultural and aesthetic paradigms. The student will be informed of the historic legacy and value of architecture; how it impacts society today and daily lives. Three hours lecture.**EGT 110 ET Fundamentals and Critical Thinking Credits: 3****Typically Offered:** Fall.**Course Description:** Introduction to engineering technology concepts, ethics, career potentials, and critical thinking. Study of teamwork, diversity and globalization, quality, timeliness, continuous improvement and lifelong learning, methodology of critical thinking and required mathematics and physics knowledge. Three hours lecture.**EGT 202 Surveying I Credits: 3****Typically Offered:** Fall.**Course Description:** Introduction to the basic principles of plane surveying with applications to engineering and construction problems; uses laboratory periods for in-the-field applications of introductory surveying techniques. Relevant computer software will be used. Two hours lecture, three hours lab. **Prerequisite(s):** Credit or concurrent enrollment in both MAT 116 and MAT 119.

**EGT 205 Computer-Aided Drafting I Credits: 3**

**Typically Offered:** Fall, Spring.

**Course Description:** Techniques in drafting with computer applications. Students will use a CAD software to produce mechanical, electrical and/or architectural drawings and will explore other software with their applications. The emphasis is on orthographic projections, sections, auxiliary views, dimensioning, component libraries and the applications of drafting using descriptive geometry. Two hours lecture, three hours lab.

**EGT 215 Computer-Aided Drafting II Credits: 3**

**Typically Offered:** Fall, Spring.

**Course Description:** Advanced techniques in drafting with computer applications. Students expand their drafting skills by creating computer generated multi-detailed drawings using 3-D techniques. Architectural, structural, mechanical, and/or electrical applications will be discussed with emphasis in detailing, tolerances, and symbol libraries. Importing/exporting of files, customizing the CAD software, and productivity techniques will be used. Principles of drawing for residential structures using various construction materials and methods will be included. Two hours lecture, three hours lab. **Prerequisite(s):** EGT 205.

**EGT 220 Engineering Materials Credits: 3**

**Typically Offered:** Fall.

**Course Description:** An introduction to the relationship between structure, processing and properties of materials; including atomic structure, strain hardening and annealing, solidification, ferrous and non-ferrous alloys, ceramic materials, polymers, composite materials, behavior of materials, and protection against deterioration of materials.

**EGT 225 Computer-Aided Manufacturing Credits: 3**

**Typically Offered:** Spring.

**Course Description:** Application of computer assistance in manufacturing process; machine process control, inventory and material handling, robotics and automated assembly, product design and part grouping in relation to total manufacturing operation. **Prerequisite(s):** EGT 215.

**EGT 260 Statics Credits: 3**

**Typically Offered:** Fall.

**Course Description:** Fundamentals of statics; static equilibrium; topics of study include elements of statics in two and three dimensions; laws of equilibrium applied to structures and machines. **Prerequisite(s):** MAT 119.

**EGT 265 Engineering Statics Credits: 3**

**Typically Offered:** Fall.

**Course Description:** Composition and resolution of forces; equilibrium of force systems; application of the principles of statics to problems, including force analyses of simple structures. Centroids; moments of inertia. **Prerequisite(s):** MAT 167 and PHY 210.

**EGT 283 Introduction to Research Methods in Engineering Technology Credits: 1-2**

**Typically Offered:** Departmental Discretion.

**Course Description:** Introduction to basic research in engineering technology. Individual and team projects involving methods for solving engineering technology related research problems. **Prerequisite(s):** Department chairperson's approval.

**EGT 290 ET Practicum/Co-op Credits: 3**

**Typically Offered:** Spring.

**Course Description:** Intended for advanced students working full-time or part-time for a company in a job related to their major, which reinforces and extends knowledge and skills. Requires periodic progress reports, supervisor evaluation and a formal final report addressing the experience and the educational benefits derived.

**EGT 302 Electronic Surveying Credits: 4**

**Typically Offered:** Spring.

**Course Description:** Land surveying work utilizing electronic surveying equipment including but not limited to: total station with data collector, topographic surveying utilizing data collection down-loaded into software program utilizing AutoCAD for topographic contouring, utilization of collected data for microstation mapping, utilization of GPS equipment for traversing and also techniques of GIS mapping. **Prerequisite(s):** EGT 202 and credit or concurrent enrollment in EGT 205.

**EGT 310 Environmental Regulations and Pollution Abatement Technology Credits: 3**

**Typically Offered:** Fall.

**Course Description:** Studies existing and upcoming environmental regulations and pollution abatement technology as it pertains to soil, solid waste, air, and water. Laboratory exercises include case studies at pollution abatement facilities and the degree of efficiency and effectiveness of these systems. Two hours lecture, three hours lab. **Prerequisite(s):** EGT 102, CET 105, and CHE 104.

**EGT 325 Machine Parts and Mechanical Design Credits: 3**

**Typically Offered:** Spring.

**Course Description:** Introduction to the design and analysis of machine elements, such as shafting, springs, screws, belts, brakes, clutches, gears, and bearings. Emphasis on materials, loads, stress, strain, deflection, and quality. **Prerequisite(s):** EGT 260.

**EGT 345 3D Modeling and Design Processes Credits: 3**

**Typically Offered:** Spring.

**Course Description:** This course will investigate the creation and manipulation of three-dimensional forms and environments using experimental methods - primarily digitally based methods coupled with new forms of output such as 3D printing. Two hours lecture, three hours lab. **Prerequisite(s):** EGT 215.

**EGT 350 Technical Report Writing Credits: 3**

**Typically Offered:** Spring.

**Course Description:** Studies various forms of reports; includes practical projects in preparing reports of various lengths and degrees of complexity and oral presentation of report material; emphasizes clear communication of technical ideas. **Prerequisite(s):** ENG 104.

**EGT 356 Fluids and Hydraulics Credits: 3**

**Typically Offered:** Spring.

**Course Description:** Introduction to fluid mechanics including fluid statics and elementary fluid dynamics; includes energy equations of steady flow, steady flow of incompressible fluids in pipes, and open channel flow. Three hours lecture. **Prerequisite(s):** PHY 110 and credit or concurrent enrollment in MAT 147.

**EGT 370 Financial Aspects of Engineering Projects Credits: 2**

**Typically Offered:** Spring.

**Course Description:** Principles of engineering decision making process, including simple and compound interest calculations, equivalence, present worth, uniform annual cost, rate of return, depreciation, equipment replacement, and competing projects. **Prerequisite(s):** MAT 116.

**EGT 390 ET Seminar Credits: 2**

**Typically Offered:** Fall.

**Course Description:** Provide the students with the basic knowledge and skills needed as an employee and prepare them to be workforce ready. The course covers personal finance, time management, job hunting skills, basic business structure, employee characters, etc.

**EGT 400 Dynamics Credits: 3****Typically Offered:** Departmental Discretion.**Course Description:** Motion of a particle; kinetics of rigid bodies; work and energy; impulse and momentum; impact. **Prerequisite(s):** EGT 265.**EGT 440 Thermodynamics Credits: 3****Typically Offered:** Departmental Discretion.**Course Description:** Fluid properties, work and heat, first law, second law, entropy, applications to vapor, and ideal gas processes. **Prerequisite(s):** EGT 260 or PHY 210.**EGT 450 Independent Research/Project Credits: 3-4****Typically Offered:** Fall, Spring.**Course Description:** Investigation of a research problem, project, or topic on an individual conference basis. **Prerequisite(s):** Declared engineering technology major, a minimum of 2.5 GPA in major field, and department chairperson's approval.**EGT 490 Engineering Technology Internship Credits: 1-4****Typically Offered:** Fall, Spring, Summer.**Course Description:** Intended for advanced students working full-time or part-time for a company in a job related to their major, which reinforces and extends knowledge and skills. Requires periodic progress reports, supervisor evaluation and a formal final report addressing the experience and the educational benefits derived. May be repeated for a maximum of 4 credit hours. **Prerequisite(s):** Junior or Senior standing, declared engineering technology major, a minimum of 2.5 GPA, and department chairperson's approval.

## Manufacturing Engineering Technology (MET)

**MET 100 Electrical Circuits for Manufacturing Credits: 3****Typically Offered:** Fall.**Course Description:** Studies fundamentals of electricity, solution of DC and AC circuits, motors and generators, three-phase industrial power, power generation, distribution, transmission, and transformers. Includes laboratory sessions to demonstrate and reinforce understanding of these topics. Two hours lecture, three hours lab.**MET 101 Electronic Instrumentation for Manufacturing Credits: 3****Typically Offered:** Spring.**Course Description:** Studies electronic devices used in manufacturing and control equipment, such as diodes, transistors, SCR's, triacs, and integrated circuits. Also studies electronic circuits including power supplies, amplifiers, oscillators, digital electronics, basic principles of electronic communications, and electronic control circuits.**Prerequisite(s):** MET 100.**MET 111 Manufacturing Processes Credits: 2****Typically Offered:** Spring.**Course Description:** Introduction to manufacturing engineering. OSHA safety regulations, GMP, quality control, SPC, Lean manufacturing and Six-sigma.**MET 131 Machine Workshop Credits: 3****Typically Offered:** Fall.**Course Description:** Practice basic operations of the lathe, milling machine, and grinder. Learning the use of hand tools, metrology, metal sawing, drilling and tapping. Two hours lecture, three hours lab.**MET 132 Manufacturing Methods Credits: 3****Typically Offered:** Spring.**Course Description:** Machine shop practices using hand tools, precision measuring equipment, and machine tools. Topics include metal casting and forming, machining of materials, and inspection. Operating traditional machine tools such as engine lathe, milling machines, drill presses and grinders. Two hours lecture, three hours lab.**MET 223 Machines and Tooling Credits: 3****Typically Offered:** Fall.**Course Description:** Introduction to tooling for different machining processes, machining fixtures, jigs, and dies. Study and practice manufacturing and inspection procedures and the necessary equipment needed to manufacture specific products or components. **Prerequisite(s):** MET 131.**MET 231 PLC and Automation Credits: 3****Typically Offered:** Spring.**Course Description:** Introduction to Programmable Logic Controllers and various components for automated manufacturing, including switches, relays, logic diagrams, inputs, and outputs. Two hours lecture, three hours lab. **Prerequisite(s):** MET 100.**MET 232 Automated Manufacturing Credits: 2****Typically Offered:** Fall.**Course Description:** Study of the various components and operations in automated manufacturing systems including material handling, robotics, tooling, inspection, and quality control. Study of PLC programming and operation. One hour lecture, two hours lab. **Prerequisite(s):** MET 100.**MET 241 CNC Machining Credits: 3****Typically Offered:** Spring.**Course Description:** Basic theory and laboratory work in basic programming, operation and maintenance of CNC machines. Two hours lecture, three hours lab. **Prerequisite(s):** MET 131.**MET 242 CNC Machining Processes Credits: 2****Typically Offered:** Fall.**Course Description:** Study and practice of CNC machine operation including setup, programming, coordinate system, tool change, tool compensation, work-hold, and machine-computer interface. One hour lecture, two hours lab. **Prerequisite(s):** MET 132.**MET 260 Mechanics of Materials Credits: 4****Typically Offered:** Spring.**Course Description:** Axial, torsional, bending, and combined stress and strain analysis; mechanical properties and applications for static, fatigue, creep, and impact conditions; emphasizes beam stresses and deflections, columns, and riveted and welded connections. Three hours lecture, three hours lab. **Prerequisite(s):** EGT 260.**MET 285 Topics in Manufacturing Credits: 3****Typically Offered:** Departmental Discretion.**Course Description:** Study of selected topics in manufacturing, including the evaluation and review of specific manufacturing processes and study in a given area that combines previous manufacturing engineering courses culminating in an integrated experience through an individual technical report and presentation. **Prerequisite(s):** MET 101, MET 111, and MET 132.**MET 315 Mechanical Systems Credits: 3****Typically Offered:** Fall.**Course Description:** Principles of water supply and treatment, plumbing, sanitation systems, heating, ventilation and air conditioning. Two hours lecture, three hours lab. **Prerequisite(s):** EGT 220.

**MET 322 Electrical Circuits II Credits: 4****Typically Offered:** Spring.

**Course Description:** Analysis of series and parallel DC networks by various methods including mesh and nodal analyses, network theorems (Thevenin's, Norton's and Superposition). Analyses of AC series and parallel networks (RL, RC & RLC circuits), phasors, reactances, power, AC network theorems, sinusoidal AC voltages, currents, impedances and admittances, transformers, and circuit analysis applications using computer simulation program. Troubleshooting and maintenance are also discussed. Laboratory exercises using AC sources, dual-trace oscilloscope, frequency generator, and circuit prototyping reinforce the lecture concepts. Three hours lecture, three hours lab. **Prerequisite(s):** MET 100.

**MET 324 Industrial Controls Credits: 3****Typically Offered:** Fall.

**Course Description:** Studies of the basic principles and applications of industrial controls. Introduction to industrial control systems, solid state devices in industrial application, using thyristor devices such as SCRs and Triacs, discrete automation sensors and devices, DC and AC motors and their controls, transformers and their applications, microcontrollers control applications, and programmable logic controllers applications. Troubleshooting and maintenance for the control equipment/system are also discussed. **Prerequisite(s):** MET 322.

**MET 372 Programmable Logic Controllers Credits: 4****Typically Offered:** Spring.

**Course Description:** Studies programmable logic controllers (PLC's); hardware components, memory structure, I/O modules, PLC ladder logic diagrams and basic programming functions, sequencing, contact and coil programming, fail-safe circuits and applications. Laboratory experiments feature hardware/software applications using industrial-grade PLC's of the major manufacturers interfaced with I/O devices for data acquisition and control experiments. Three hours lecture, three hours lab. **Prerequisite(s):** MET 232.

**MET 390 Design Projects/Industrial Internship Credits: 2-4****Typically Offered:** Fall, Spring, Summer.

**Course Description:** Analysis, development and implementation of a project or work and study in an approved position in industry to enrich educational experience. **Prerequisite(s):** Department chairperson's approval.

**MET 422 Electrical Power Technology Credits: 3****Typically Offered:** Spring.

**Course Description:** Studies the principles and applications of various types of DC and AC generators and motors, methods of power control, using thyristor devices, solid-state AC and DC motor drives and servo mechanisms, microcontrollers control applications for motor drives, interface to programmable logic control systems, inverters, converters, and cycloconverters; principles of three-phase power systems; transformers; generation, transmission, motors/generators, and three-phase power relationships. Three hours lecture. **Prerequisite(s):** MET 322.

**MET 452 Automation and Process Control Technology Credits: 4****Typically Offered:** Fall.

**Course Description:** Studies principles of feedback control systems, compensation techniques, major types of sensors, electromechanical components and the interface between mechanics and electronics. Three hours lecture, three hours lab. **Prerequisite(s):** MET 372.

## Construction Engineering Technology (Bachelor of Science, B.S.)

This four-year degree program prepares individuals as entry-level field construction coordinators, estimators, job schedulers, and construction management trainees. It also prepares individuals for positions related to construction document control, purchasing, equipment superintendent (renting) and quality assurance/quality control. The B.S. degree program in Construction Engineering Technology is accredited by the Engineering Technology Accreditation Commission (ETAC) of the Accreditation Board for Engineering and Technology (ABET) (see Appendix D for address).

### Program Educational Objectives (BS CET)

1. Possess the general knowledge of construction industry such as concepts, terminologies, basic and standard problem-solving techniques.
2. Demonstrate the ability to produce and utilize design, operation, and execution documents related to building and/or heavy construction industry.
3. Function effectively in a group environment in the workplace through demonstration of technical and communication skills.
4. Understand professional, ethical, and social responsibilities.
5. Show respect for diversity and knowledge of contemporary professional, societal and global issues.
6. Demonstrate a commitment to quality, timeliness, and continuous improvement.
7. Continue professional development through life-long learning

## Requirements

Code	Title	Credit Hours
<b>General Studies</b>		
Students must complete General Studies courses (p. 19)		42-47
<b>Major Requirements</b>		
CET 105	Construction Materials	3
CET 254	Construction Methods and Equipment	4
CET 256	Bituminous, Concrete and Soils	3
CET 260	Mechanics of Materials	4
CET 270	Electrical Installations	3
CET 308	Analysis of Structures	3
CET 315	Mechanical Systems	3
CET 351	Construction Estimating I	3
CET 358	Structural Steel and Wood Design	3
CET 360	Construction Management	3
CET 408	Design of Concrete and Masonry Structures	3
CET 451	Construction Estimating II	2
CET 456	Construction Contracts Administration	3
CET 458	Soil Mechanics and Foundations	3
CET 480	Construction Planning and Scheduling	3
EGT 202	Surveying I	3
EGT 205	Computer-Aided Drafting I	3
EGT 260	Statics	3
EGT 370	Financial Aspects of Engineering Projects	2
EGT 490	Engineering Technology Internship	1

GBA 220	Business Communications	3
CHE 101	Introductory Chemistry	4
MAT 116	College Algebra	3
MAT 119	Trigonometry	2
MAT 147	Applied Calculus	5
PHY 110	College Physics I	4

## Graduation Requirements

1. Earn a minimum of 120 credit hours (100 level and higher, maximum of 6 CED credit hours applicable).
2. Earn a minimum of 30 credit hours in upper-division courses. Lower-division transfer courses accepted as meeting upper-division departmental course requirements cannot be used to fulfill this requirement.
3. Earn 30 of the last 45 credit hours at MWSU in institutional coursework (exclusive of credit by examination).
4. Participate in required departmental and campus wide assessments.
5. Earn a grade of C or higher in all EET and EGT prefix major coursework.
6. Earn an overall GPA of at least 2.0 and a major GPA of at least 2.0.
7. Fulfill the Missouri Constitution requirement.

# Electronics Engineering Technology, Computer Engineering Technology Option (Bachelor of Science, B.S.)

## Overview

Career opportunities for B.S. degree graduates of Electronic Engineering Technology include entry-level positions with computer design/testing and software companies, electronics instrumentation companies, communication companies, and other companies that use electronic equipment such as automated control (microprocessor/microcomputer) systems. Graduates of this program also qualify for jobs related to operation/production control, testing, trouble shooting, supervision and management, marketing, technical sales and field services including installation and commissioning of equipment in plant or on site. The B.S. degree program in Electronics Engineering Technology is accredited by the Engineering Technology Accreditation Commission (ETAC) of the Accreditation Board for Engineering and Technology (ABET).

## Program Educational Objectives (BS EET)

1. Possess the general knowledge of electrical and electronics industry such as concepts, terminologies, basic and standard problem-solving techniques.
2. Demonstrate the ability to analyze, design, and implement electronic systems in one or more of the areas related to control systems, instrumentation systems, communications systems, computer systems, or power systems.
3. Function effectively in a group environment in the industrial workplace through demonstration of technical and communication skills.
4. Understand professional, ethical, and social responsibilities.
5. Show respect for diversity and knowledge of contemporary professional, societal and global issues.

6. Demonstrate a commitment to quality, timeliness, and continuous improvement.
7. Continue professional development through life-long learning.

## Requirements

Code	Title	Credit Hours
<b>General Studies</b>		
Students must complete General Studies courses (p. 19)		42-47
<b>Major Requirements</b>		
EGT 102	Programming for Engineering Technology	3
EGT 205	Computer-Aided Drafting I	3
EGT 350	Technical Report Writing	3
EET 100	Electrical Circuits I	3
EET 200	Electrical Circuits II	4
EET 202	Digital Logic	4
EET 206	Introduction to Microcomputers	4
EET 212	Introduction to Semiconductor Devices	4
EET 312	Electronic Amplifiers and Integrated Circuits	4
EET 372	Programmable Logic Controllers	4
EET 402	Microcomputer Systems	4
EET 422	Electrical Power Technology	3
EET 452	Automation and Process Control Technology	4
MAT 116	College Algebra	3
MAT 119	Trigonometry	2
MAT 147	Applied Calculus	5
CSC 184	Computing Concepts I	3
PHY 110	College Physics I	4
CHE 101	Introductory Chemistry	4
<b>Concentration Requirements</b>		
CSC 254	Computing Concepts II	3
CSC 285	Data Structures	3
CSC 384	Computer Architecture and Assembly Language Programming	3
EET 390	Technological Projects	3
EGT 370	Financial Aspects of Engineering Projects	2

## Graduation Requirements

1. Earn a minimum of 120 credit hours (100 level and higher, maximum of 6 CED credit hours applicable).
2. Earn a minimum of 30 credit hours in upper-division courses. Lower-division transfer courses accepted as meeting upper-division departmental course requirements cannot be used to fulfill this requirement.
3. Earn 30 of the last 45 credit hours at MWSU in institutional coursework (exclusive of credit by examination).
4. Participate in required departmental and campus wide assessments.
5. Earn a grade of C or higher in all EET and EGT prefix major coursework.

- Earn an overall GPA of at least 2.0 and a major GPA of at least 2.0.
- Fulfill the Missouri Constitution requirement.

## Electronics Engineering Technology, General Option (Bachelor of Science, B.S.)

### Overview

Career opportunities for B.S. degree graduates of Electronic Engineering Technology include entry-level positions with computer design/testing and software companies, electronics instrumentation companies, communication companies, and other companies that use electronic equipment such as automated control (microprocessor/microcomputer) systems. Graduates of this program also qualify for jobs related to operation/production control, testing, trouble shooting, supervision and management, marketing, technical sales and field services including installation and commissioning of equipment in plant or on site. The B.S. degree program in Electronics Engineering Technology is accredited by the Engineering Technology Accreditation Commission (ETAC) of the Accreditation Board for Engineering and Technology (ABET).

### Program Educational Objectives (BS EET)

- Possess the general knowledge of electrical and electronics industry such as concepts, terminologies, basic and standard problem-solving techniques.
- Demonstrate the ability to analyze, design, and implement electronic systems in one or more of the areas related to control systems, instrumentation systems, communications systems, computer systems, or power systems.
- Function effectively in a group environment in the industrial workplace through demonstration of technical and communication skills.
- Understand professional, ethical, and social responsibilities.
- Show respect for diversity and knowledge of contemporary professional, societal and global issues.
- Demonstrate a commitment to quality, timeliness, and continuous improvement.
- Continue professional development through life-long learning.

### Requirements

Code	Title	Credit Hours
<b>General Studies</b>		
Students must complete General Studies courses (p. 19)		42-47
<b>Major Requirements</b>		
EGT 102	Programming for Engineering Technology	3
EGT 205	Computer-Aided Drafting I	3
EGT 350	Technical Report Writing	3
EET 100	Electrical Circuits I	3
EET 200	Electrical Circuits II	4
EET 202	Digital Logic	4
EET 206	Introduction to Microcomputers	4
EET 212	Introduction to Semiconductor Devices	4
EET 312	Electronic Amplifiers and Integrated Circuits	4

EET 372	Programmable Logic Controllers	4
EET 402	Microcomputer Systems	4
EET 422	Electrical Power Technology	3
EET 452	Automation and Process Control Technology	4
MAT 116	College Algebra	3
MAT 119	Trigonometry	2
MAT 147	Applied Calculus	5
CSC 184	Computing Concepts I	3
PHY 110	College Physics I	4
CHE 101	Introductory Chemistry	4
<b>Concentration Requirements</b>		
EET 342	Analog Communications Systems	4
EET 482	Integrated System Project	3
EGT 103	Electronics Engineering Technology Fundamentals	1
EGT 490	Engineering Technology Internship	1
PHY 111	College Physics II	4

### Graduation Requirements

- Earn a minimum of 120 credit hours (100 level and higher, maximum of 6 CED credit hours applicable).
- Earn a minimum of 30 credit hours in upper-division courses. Lower-division transfer courses accepted as meeting upper-division departmental course requirements cannot be used to fulfill this requirement.
- Earn 30 of the last 45 credit hours at MWSU in institutional coursework (exclusive of credit by examination).
- Participate in required departmental and campus wide assessments.
- Earn a grade of C or higher in all EET and EGT prefix major coursework.
- Earn an overall GPA of at least 2.0 and a major GPA of at least 2.0.
- Fulfill the Missouri Constitution requirement.

## Manufacturing Engineering Technology (Bachelor of Science, B.S.)

### Overview

Manufacturing Engineering Technology is the profession in which an understanding and application of a broad range of technologies is necessary for production and control of manufacturing processes. Manufacturing includes methods of production of industrial commodities and consumer products. The manufacturing professional must be able to plan, design, and implement sequence of operations using current technologies to produce products at competitive prices. Four-year B.S. degree graduates qualify for jobs related to production, productivity improvement, and process design. They also qualify for supervisory and managerial positions in plant engineering.

### Program Educational Objectives (BS MET)

- Possess the general knowledge of manufacturing industry such as concepts, terminologies, basic and standard problem-solving techniques.

- Demonstrate the ability to analyze and implement production systems in a manufacturing setting.
- Function effectively in a group environment in the industrial workplace through demonstration of technical and communication skills.
- Understand professional, ethical, and social responsibilities.
- Show respect for diversity and knowledge of contemporary professional, societal and global issues.
- Demonstrate a commitment to quality, timeliness, and continuous improvement.
- Continue professional development through life-long learning.

- Earn 30 of the last 45 credit hours at MWSU in institutional coursework (exclusive of credit by examination).
- Participate in required departmental and campus wide assessments.
- Earn a grade of C or higher in all EGT and MET prefix major coursework.
- Earn an overall GPA of at least 2.0 and a major GPA of at least 2.0.
- Fulfill the Missouri Constitution requirement.

## Requirements

Code	Title	Credit Hours
<b>General Studies</b>		
Students must complete General Studies courses (p. 19)		42-47
<b>Major Requirements</b>		
EGT 205	Computer-Aided Drafting I	3
EGT 215	Computer-Aided Drafting II	3
EGT 220	Engineering Materials	3
EGT 260	Statics	3
EGT 325	Machine Parts and Mechanical Design	3
EGT 350	Technical Report Writing	3
EGT 356	Fluids and Hydraulics	3
EGT 370	Financial Aspects of Engineering Projects	2
EGT 490	Engineering Technology Internship	1-4
MET 100	Electrical Circuits for Manufacturing	3
MET 101	Electronic Instrumentation for Manufacturing	3
MET 111	Manufacturing Processes	2
MET 132	Manufacturing Methods	3
MET 232	Automated Manufacturing	2
MET 242	CNC Machining Processes	2
MET 260	Mechanics of Materials	4
MET 315	Mechanical Systems	3
MET 322	Electrical Circuits II	4
MET 372	Programmable Logic Controllers	4
MET 422	Electrical Power Technology	3
MET 452	Automation and Process Control Technology	4
CHE 101	Introductory Chemistry	4
MAT 116	College Algebra	3
MAT 119	Trigonometry	2
MAT 147	Applied Calculus	5
PHY 110	College Physics I	4

## Graduation Requirements

- Earn a minimum of 120 credit hours (100 level and higher, maximum of 6 CED credit hours applicable).
- Earn a minimum of 30 credit hours in upper-division courses. Lower-division transfer courses accepted as meeting upper-division departmental course requirements cannot be used to fulfill this requirement.

## Manufacturing Engineering Technology, Bio-Manufacturing Option (Bachelor of Science, B.S.)

### Overview

Manufacturing Engineering Technology is the profession in which an understanding and application of a broad range of technologies is necessary for production and control of manufacturing processes. Manufacturing includes methods of production of industrial commodities and consumer products. The manufacturing professional must be able to plan, design, and implement sequence of operations using current technologies to produce products at competitive prices. Four-year B.S. degree graduates qualify for jobs related to production, productivity improvement, and process design. They also qualify for supervisory and managerial positions in plant engineering.

The Bio-Manufacturing option in the B.S. MET program is created to meet the ever-growing demand of highly educated workforce by the bio-production and research companies in the animal health corridor. B.S. degree graduates in bio-manufacturing qualify for jobs related to bio-production, packaging, maintenance, design, and lab scale-up work.

### Program Educational Objectives (BS MET)

- Possess the general knowledge of manufacturing industry such as concepts, terminologies, basic and standard problem-solving techniques.
- Demonstrate the ability to analyze and implement production systems in a manufacturing setting.
- Function effectively in a group environment in the industrial workplace through demonstration of technical and communication skills.
- Understand professional, ethical, and social responsibilities.
- Show respect for diversity and knowledge of contemporary professional, societal and global issues.
- Demonstrate a commitment to quality, timeliness, and continuous improvement.
- Continue professional development through life-long learning.
- Possess basic knowledge in organic chemistry, cell biology and microbiology
- Familiarize with GMP, as well as governmental regulations related with bio-production.

## Requirements

Code	Title	Credit Hours
<b>General Studies</b>		
Students must complete General Studies courses (p. 19)		42-47
<b>Major Requirements</b>		
BIO 106	Principles of Cell Biology	4



BIO 205	Genetics	4
BIO 390	Microbiology	4
CHE 111	General Chemistry I	5
CHE 120	General Chemistry II with Qualitative Analysis	5
CHE 310	Organic Chemistry I	3
CHE 311	Organic Chemistry Laboratory I	2
EGT 205	Computer-Aided Drafting I	3
EGT 220	Engineering Materials	3
EGT 325	Machine Parts and Mechanical Design	3
EGT 356	Fluids and Hydraulics	3
EGT 440	Thermodynamics	3
EGT 490	Engineering Technology Internship	4
MET 100	Electrical Circuits for Manufacturing	3
MET 101	Electronic Instrumentation for Manufacturing	3
MET 111	Manufacturing Processes	2
MET 132	Manufacturing Methods	3
MET 232	Automated Manufacturing	2
MET 315	Mechanical Systems	3
MET 322	Electrical Circuits II	4
MET 372	Programmable Logic Controllers	4
MET 452	Automation and Process Control Technology	4
MAT 116	College Algebra	3
MAT 119	Trigonometry	2
PHY 110	College Physics I	4

## Graduation Requirements

1. Earn a minimum of 120 credit hours (100 level and higher, maximum of 6 CED credit hours applicable).
2. Earn a minimum of 30 credit hours in upper-division courses. Lower-division transfer courses accepted as meeting upper-division departmental course requirements cannot be used to fulfill this requirement.
3. Earn 30 of the last 45 credit hours at MWSU in institutional coursework (exclusive of credit by examination).
4. Participate in required departmental and campus wide assessments.
5. Earn a grade of C or higher in all EGT and MET prefix major coursework.
6. Earn an overall GPA of at least 2.0 and a major GPA of at least 2.0.
7. Fulfill the Missouri Constitution requirement.

## Manufacturing Engineering Technology, Design & Technical Graphics Option (Bachelor of Science, B.S.)

### Overview

Manufacturing Engineering Technology is the profession in which an understanding and application of a broad range of technologies is necessary for production and control of manufacturing processes. Manufacturing includes methods of production of industrial commodities

and consumer products. The manufacturing professional must be able to plan, design, and implement sequence of operations using current technologies to produce products at competitive prices. Four-year B.S. degree graduates qualify for jobs related to production, productivity improvement, and process design. They also qualify for supervisory and managerial positions in plant engineering.

The Design & Technical Graphics option in the B.S. MET program focuses on the computer applications, especially computer aided drafting and design, in industries. It is created to meet the business and industrial trend of more and more computer applications in production.

### Program Educational Objectives (BS MET)

1. Possess the general knowledge of manufacturing industry such as concepts, terminologies, basic and standard problem-solving techniques.
2. Demonstrate the ability to analyze and implement production systems in a manufacturing setting.
3. Function effectively in a group environment in the industrial workplace through demonstration of technical and communication skills.
4. Understand professional, ethical, and social responsibilities.
5. Show respect for diversity and knowledge of contemporary professional, societal and global issues.
6. Demonstrate a commitment to quality, timeliness, and continuous improvement.
7. Continue professional development through life-long learning.
8. Possess strong background knowledge and skills in computer aided drafting and design in industries.

## Requirements

Code	Title	Credit Hours
<b>General Studies</b>		
Students must complete General Studies courses (p. 19)		42-47
<b>Major Requirements</b>		
CET 270	Electrical Installations	3
CET 308	Analysis of Structures	3
CET 358	Structural Steel and Wood Design	3
EGT 102	Programming for Engineering Technology	3
EGT 202	Surveying I	3
EGT 205	Computer-Aided Drafting I	3
EGT 215	Computer-Aided Drafting II	3
EGT 220	Engineering Materials	3
EGT 260	Statics	3
EGT 325	Machine Parts and Mechanical Design	3
EGT 345	3D Modeling and Design Processes	3
EGT 350	Technical Report Writing	3
EGT 356	Fluids and Hydraulics	3
EGT 370	Financial Aspects of Engineering Projects	2
EGT 490	Engineering Technology Internship	4
MET 111	Manufacturing Processes	2
MET 260	Mechanics of Materials	4
MET 315	Mechanical Systems	3
ART 100	Introduction to Art	3

ART 110	Beginning Drawing I	3
ART 120	Two-Dimensional Design	3
MAT 116	College Algebra	3
MAT 119	Trigonometry	2
MAT 147	Applied Calculus	5
PHY 110	College Physics I	4

## Graduation Requirements

1. Earn a minimum of 120 credit hours (100 level and higher, maximum of 6 CED credit hours applicable).
2. Earn a minimum of 30 credit hours in upper-division courses. Lower-division transfer courses accepted as meeting upper-division departmental course requirements cannot be used to fulfill this requirement.
3. Earn 30 of the last 45 credit hours at MWSU in institutional coursework (exclusive of credit by examination).
4. Participate in required departmental and campus wide assessments.
5. Earn a grade of C or higher in all CET, EGT, and MET prefix major coursework.
6. Earn an overall GPA of at least 2.0 and a major GPA of at least 2.0.
7. Fulfill the Missouri Constitution requirement.

# Manufacturing Engineering Technology (Associate of Applied Science, A.A.S.)

## Requirements

Code	Title	Credit Hours
<b>General Studies</b>		
Students must complete General Studies courses (p. )		15
<b>Core Requirements</b>		
EGT 110	ET Fundamentals and Critical Thinking	3
EGT 205	Computer-Aided Drafting I	3
EGT 215	Computer-Aided Drafting II	3
EGT 290	ET Practicum/Co-op	3
EGT 390	ET Seminar	2
MET 100	Electrical Circuits for Manufacturing	3
MET 111	Manufacturing Processes	2
MET 132	Manufacturing Methods	3
CSC 201	Microcomputer Applications	3
<b>Concentration</b>		
Select one of the following concentrations:		14-19
General		
Instrumentation and Automation		
Precision Machining		

Concentrations:

General (p. 64)

Instrumentation and Automation (p. 64)

Precision Machining (p. 64)

## General Concentration

Code	Title	Credit Hours
<b>Concentration Requirements</b>		
EGT 220	Engineering Materials	3
EGT 260	Statics	3
EGT 325	Machine Parts and Mechanical Design	3
MET 101	Electronic Instrumentation for Manufacturing	3
MET 232	Automated Manufacturing	2
MET 242	CNC Machining Processes	2
MET 315	Mechanical Systems	3
Total Credit Hours		19

## Instrumentation and Automation

Career opportunities for two-year associate degree graduates of manufacturing engineering technology in instrumentation and automation option include entry-level positions with industries engaged in robotics and industrial automation, computer-integrated manufacturing, and automated production.

Code	Title	Credit Hours
<b>Concentration Requirements</b>		
MET 101	Electronic Instrumentation for Manufacturing	3
MET 231	PLC and Automation	3
MET 232	Automated Manufacturing	2
MET 322	Electrical Circuits II	4
MET 324	Industrial Controls	3
Total Credit Hours		15

## Precision Machining

The Precision Machining option centers on "hands on" learning in Machine Tool and CNC Labs and will prepare workforce ready graduates. Career opportunities for two-year associate degree graduates of this option include entry-level positions in machine and tool design, machine operation, and CNC machine operation and maintenance.

Code	Title	Credit Hours
<b>Concentration Requirements</b>		
EGT 220	Engineering Materials	3
MET 131	Machine Workshop	3
MET 223	Machines and Tooling	3
MET 241	CNC Machining	3
MET 242	CNC Machining Processes	2
Total Credit Hours		14

## Graduation Requirements

1. Earn a minimum of 62 credit hours (100 level and above, maximum of 6 CED credit hours applicable).
2. Earn 20 of the last 30 credit hours at MWSU in institutional course work (exclusive of credit by examination).
3. Participate in required departmental and campus wide assessments.
4. Earn a grade of C or higher in all EGT and MET prefix major coursework.

5. Earn an overall GPA of at least 2.00 and a major GPA of at least 2.0.
6. Fulfill the Missouri Constitution requirement.

## Computer Technology Minor

Code	Title	Credit Hours
<b>Minor Requirements</b>		
EGT 103	Electronics Engineering Technology Fundamentals	1
EGT 205	Computer-Aided Drafting I	3
EET 100	Electrical Circuits I	3
EET 202	Digital Logic	4
EET 206	Introduction to Microcomputers	4
EET 212	Introduction to Semiconductor Devices	4
EET 402	Microcomputer Systems	4
Total Credit Hours		23

## Graduation Requirements

1. Have a valid and declared major on file (minors cannot be awarded in the same areas as the major, emphasis or concentration).
2. Earn a minimum of 3 credit hours beyond the major, emphasis, concentration and/or general studies requirements.
3. Earn a minor GPA of at least 2.0.

## Construction Management Minor

Code	Title	Credit Hours
<b>Minor Requirements</b>		
CET 105	Construction Materials	3
CET 254	Construction Methods and Equipment	4
CET 256	Bituminous, Concrete and Soils	3
CET 351	Construction Estimating I	3
CET 360	Construction Management	3
CET 451	Construction Estimating II	2
CET 480	Construction Planning and Scheduling	3
EGT 205	Computer-Aided Drafting I	3
EGT 490	Engineering Technology Internship	1
Total Credit Hours		25

## Graduation Requirements

1. Have a valid and declared major on file (minors cannot be awarded in the same areas as the major, emphasis or concentration).
2. Earn a minimum of 3 credit hours beyond the major, emphasis, concentration and/or general studies requirements.
3. Earn a minor GPA of at least 2.0.

## Manufacturing Technology Minor

Code	Title	Credit Hours
<b>Minor Requirements</b>		
Select 18 credit hours from the following:		18
EGT 205	Computer-Aided Drafting I	
EGT 215	Computer-Aided Drafting II	
EGT 220	Engineering Materials	
EGT 325	Machine Parts and Mechanical Design	

MET 100	Electrical Circuits for Manufacturing	
MET 101	Electronic Instrumentation for Manufacturing	
MET 111	Manufacturing Processes	
MET 132	Manufacturing Methods	
MET 232	Automated Manufacturing	
MET 242	CNC Machining Processes	
Total Credit Hours		18

## Graduation Requirements

1. Have a valid and declared major on file (minors cannot be awarded in the same areas as the major, emphasis or concentration).
2. Earn a minimum of 3 credit hours beyond the major, emphasis, concentration and/or general studies requirements.
3. Earn a minor GPA of at least 2.0.

# SCHOOL OF FINE ARTS

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Dr. Robert Willenbrink, Founding Dean  
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[www.missouriwestern.edu/sfa](http://www.missouriwestern.edu/sfa) (<http://www.missouriwestern.edu/sfa>)

The faculty, students and staff of the School of Fine Arts believe that the arts are woven intricately into the fabric of University life and the performing and visual arts are central to the educational mission of any university, especially at an outstanding institution like Missouri Western State University. The knowledge and experience gained from participating in and viewing the performing and visual arts fosters the acquisition of new perspectives on the social, cultural and historical traditions of the world and teaches students creative ways to address the challenges of daily life. As educators we offer our students unique opportunities and practical, applied experiences designed to prepare them to be successful artists, scholars, educators and productive citizens. We inspire our students with our passion for learning and creating while motivating them to grow academically, professionally and personally.

By providing classroom instruction and comprehensive studio practice, we share with our students the wealth of human knowledge that is expressed through world drama, cinema, music, visual art, dance and the collaborative, creative process. Our instruction enables students to develop the intellectual and performance skills needed to pursue a career in the arts and address the emerging problems, issues and concerns of a diverse and vibrant society. As educators, we are dedicated to cultivating an open, creative environment that fosters the development of the student as artist, teaches the respect of the individual as human and artist, facilitates the understanding of other cultures and instills the values inherent in collaborative achievement. As educators, we provide artistic and educational experiences that allow students to build a foundation for a career and enhance the cultural lives of our students and the community.

The faculty and staff of the School of Fine Arts are committed to:

1. Providing our constituents with a challenging academic environment that promotes risk-taking and facilitates an examination of human values, cultural diversity and social issues;
2. Delivering a curriculum that provides students with a working knowledge of all areas of the visual and performing arts;
3. Educating our students in the general practices and opportunities found in art, music, cinema, theatre, musical theatre and dance;
4. Supporting and maintaining active, applied programs where students have the opportunity to learn and develop artistic skills and participate in the wide spectrum of world drama, cinema, dance, music and visual art;
5. Assisting students in the development of a foundation for a career as a performer, musician, artist, designer, dance professional, graduate student, educator or professional in an allied field;
6. Teaching the importance of high standards of personal and professional integrity;
7. Contributing to the education, entertainment and cultural life of our community by providing outstanding performances and artistic experiences to the region.

## Departments

- Art (p. 67)
- Music (p. 77)
- Theatre, Cinema & Dance (p. 96)

## Department of Art

Peter Hriso, Chairperson

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The Department of Art provides a foundation of knowledge and skills in the visual arts. Students may elect the following degree programs: Bachelor of Science in Education, Bachelor of Fine Arts in Studio, Bachelor of Fine Arts in Digital Animation or the Bachelor of Fine Arts in Graphic Design. Students may minor in Art History, Ceramics, Digital Animation, Drawing, Graphic Design, Illustration, Painting, Photography, Printmaking, or Sculpture. The B.S.E. in Art Education is designed for students who wish to teach art in public schools. The B.F.A. degree is considered a professional major degree and is recommended to anyone intending to enroll in graduate study (M.F.A.) or work in the professional world of art. For the B.F.A. in Studio, the art student may select an applied emphasis in one of the following areas:

1. Drawing
2. Illustration
3. Painting
4. Photography
5. Printmaking
6. Sculpture
7. Ceramics

Only one concentration may be declared. The B.F.A. in Graphic Design or Digital Animation prepares the student to enter the world of work or continue study in graduate school. The BFA in Studio Applied Emphasis in Art Therapy readies the student to enter any graduate art therapy program associated with the American Art Therapy Association. Completion of the Art Therapy Program provides all the prerequisites for enrollment in this professional graduate program that issues certification (ATR) and Board Certified official recognition (ATR-BC). Without graduate education a candidate will not be issued certification and will not be able to practice as an art therapist. The Art Therapy program prepares MWSU graduates for entrance into graduate programs accredited with the American Art Therapy Association. Additional information may be gained by discussion with the department chair or through personal research into the accrediting graduate schools or the ATR website [www.arttherapy.org](http://www.arttherapy.org) (<https://arttherapy.org>). The minor in Art History gives a broad overview of the history of art.

Studio courses and historical-critical studies are an integral part of each program. They introduce the student to a wide variety of media and techniques while providing opportunities to deal with problems related to professional practice. Historical-critical studies acquaint the student with artistic styles, movements and aesthetic problems in art and place them in historical perspective.

The Department of Art has an active gallery exhibition program and endeavors to expose students to regional and national artists working in the area of visual communication. Studio workshops, critiques, seminars and lectures by professional artists and scholars, as well as field trips to the numerous galleries and museums in the St. Joseph/Kansas City area, are an integral part of many class experiences.

## Advisement

All first time freshman and transfer students entering the art program must declare a major and/or a concentration, the CDA will designate a faculty member in the chosen program for further supervision. Art students must consult with their faculty advisors each semester. Students majoring in art are required to undergo a Sophomore, Major and Senior Review of their work. The Sophomore Review happens in the Spring semester of their sophomore year with the Sophomore Exhibit where students display 4-6 works from their core classes. The Major Review is an evaluation of students' preparation towards their professional expectation. At the beginning of students' third course in the major, typically in the first junior semester, students assemble a portfolio of studio work produced at Missouri Western State University. The student is responsible for scheduling the Major Review with their advisor and submitting a representative sampling of work and resume for examination by the art faculty. The consent of this committee based on portfolio, presentation, professional demeanor and overall ability is necessary before the student enrolls in further study in the department. All art majors must pass this review before they are allowed to enroll in ART 494 Senior Seminar and Exhibit. Students must take the review a semester before graduation. The Senior Review takes place in the Senior Seminar course where students have their Senior show.

## Declaring a Major or Minor

All students should complete a major form at the beginning of study in the department. Art Education students are under the same departmental requirements, plus they have additional obligations from the Education Department. Art History Minors should complete the Minor form as soon as possible in their departmental studies.

Students are strongly encouraged to complete ART 110 Beginning Drawing I, ART 120 Two-Dimensional Design and ART 130 Introduction to Tools and Techniques during the first semester at MWSU.

## Admission

### Admission Requirements

Majors in the department which have admission requirements are listed below. Majors which are not listed on this page do not have specific requirements for admission. Information about the recommended coursework a student might take prior to declaring the major can be obtained from the department.

### Art (Education)

- ACT composite score on file
- Successful completion of the Missouri General Education Assessment (MoGEA)
- Overall GPA of 2.75
- Education course GPA of 3.0
- Content area GPA of 3.0
- Satisfactory completion of EDU 202/203

ACT and MoGEA scores should be received the semester before application for admission to teacher education is made (up to 4 months should be allowed for scores to be processed).

\*Alternative avenues to Teacher Education available for recruitment of historically under-served populations. Contact the Department Chairperson for guidelines and procedures.





**ART 345 3D Modeling & Design Processes Credits: 3****Typically Offered:** Spring.**Course Description:** This course will investigate the creation and manipulation of three-dimensional forms and environments using experimental methods - primarily digitally based methods coupled with new forms of output such as 3D printing. Repeatable for credit. Same as EGT 345. **Prerequisite(s):** permission of instructor.**ART 349 Interactive Design I Credits: 3****Typically Offered:** Fall.**Course Description:** Introduction to Web Design from an art and design perspective. Use of techniques and practices involved in web site creation that incorporated a strong visual language as well as interactive elements such as motion and sound will be explored. **Prerequisite(s):** ART 110, ART 120, ART 130, and ART 229.**ART 350 Secondary Art Teaching: Philosophy and Methods Credits: 3****Typically Offered:** Spring.**Course Description:** Teaching methodologies and materials for the secondary school art teacher; design of appropriate art learning experiences for the adolescent. **Prerequisite(s):** ART 300.**ART 359 Photography I Credits: 3****Typically Offered:** Fall, Spring.**Course Description:** Black-and-white photographic processes and problems; student must have access to a 35 mm SLR camera with adjustable aperture and shutter speed. Six studio hours. **Prerequisite(s):** ART 110 and ART 120.**ART 360 Photography II Credits: 3****Typically Offered:** Fall, Spring.**Course Description:** Color photographic processes and problems. Student must have access to a DSLR digital camera with adjustable aperture and shutter speed. Digital imaging will also be included. Six studio hours. **Prerequisite(s):** ART 359 and credit or concurrent enrollment in ART 229.**ART 369 Painting I Credits: 3****Typically Offered:** Fall, Spring.**Course Description:** Color, composition, and technique; the figure, still life, and nonobjective problems. Six studio hours. **Prerequisite(s):** 6 credit hours in drawing.**ART 370 Painting II Credits: 3****Typically Offered:** Fall, Spring.**Course Description:** Continuation of exploration with color, composition, and technique; figurative and nonobjective directions. Six studio hours. **Prerequisite(s):** ART 369.**ART 371 Topics in Ancient/Medieval Art Credits: 3****Typically Offered:** Fall.**Course Description:** (even-numbered years). Examines different topics and themes in Ancient or Medieval art. Course content varies by semester. May be repeated one time for credit with instructor's permission. **Prerequisite(s):** ART 205 and ART 255.**ART 372 Topics in Modern/Contemporary Art Credits: 3****Typically Offered:** Spring (even-numbered years).**Course Description:** Examines different topics and themes in Modern or Contemporary art. Course content varies by semester. May be repeated one time for credit with instructor's permission. **Prerequisite(s):** ART 205 and ART 255.**ART 375 Illustration II Credits: 3****Typically Offered:** Fall, Spring.**Course Description:** Exploration of techniques, craftsmanship and conceptual skills to provide understanding of illustration and its function in design for commercial purposes. **Prerequisite(s):** ART 315.**ART 379 Sculpture I Credits: 3****Typically Offered:** Fall, Spring.**Course Description:** Basic foundations in sculpture: theory, techniques, materials, processes. Six studio hours. **Prerequisite(s):** ART 130 and ART 170.**ART 380 Sculpture II Credits: 3****Typically Offered:** Fall, Spring.**Course Description:** Sculptural theory, concepts, techniques, materials, and processes at the intermediate level. Six studio hours. **Prerequisite(s):** ART 379.**ART 381 IN-Site Art and Cultural Experience Credits: 2-3****Typically Offered:** Departmental Discretion.**Course Description:** Directed studio and art history opportunities for students off-campus. **Prerequisite(s):** Permission of instructor or departmental approval.**ART 388 Interactive Design II Credits: 3****Typically Offered:** Fall.**Course Description:** Introduction to compositional techniques for the application of real-time and interactive time-based forms in digital media design. **Prerequisite(s):** ART 110, ART 120, ART 130, ART 229, and ART 349.**ART 395 Graphic Design II Credits: 3****Typically Offered:** Spring.**Course Description:** Further investigation into the concepts and processes of visual communication. Emphasis will be placed on typographic design concepts, color usage, image generation and development, and creative problem solving. Branding strategies, corporate identity, and packaging design will be introduced. Six studio hours. **Prerequisite(s):** Declared art major, ART 229 and ART 329 with a grade of C or higher.**ART 410 Advanced Drawing Credits: 3****Typically Offered:** Fall.**Course Description:** The figure in various media; advanced problems dealing with drawing as a complete form. Six studio hours. May be repeated for credit. **Prerequisite(s):** ART 310.**ART 420 Ceramics III Credits: 3****Typically Offered:** Fall, Spring.**Course Description:** Advanced techniques and problems in ceramics. Six studio hours. May be repeated for credit. **Prerequisite(s):** ART 320.**ART 440 Printmaking III Credits: 3****Typically Offered:** Fall, Spring.**Course Description:** Advanced problems in relief, intaglio, and serigraphy processes. Six studio hours. May be repeated for credit. **Prerequisite(s):** ART 340.**ART 449 Interactive Design III Credits: 3****Typically Offered:** Fall.**Course Description:** Introduction to compositional techniques for the application of real-time and interactive time-based forms in digital media design. **Prerequisite(s):** ART 110, ART 120, ART 130, ART 229, and ART 388.**ART 450 Independent Research/Project Credits: 3****Typically Offered:** Fall, Spring.**Course Description:** Investigation of a research problem, project, or topic on an individual conference basis. **Prerequisite(s):** Declared Art major, minimum major GPA of 2.5, and departmental approval.



**ART 453 Digital Animation Credits: 3****Typically Offered:** Spring.**Course Description:** Students will learn to create believable and natural 3D computer animations with a combination of several different techniques. Movements of objects, actors and cameras along with animated affects of attributes will be demonstrated and discussed. May be repeated for credit. **Prerequisite(s):** ART 110, ART 120, ART 160, ART 210, ART 229, ART 321, and credit or concurrent enrollment in ART 325.**ART 459 Character Animation Credits: 3****Typically Offered:** Fall.**Course Description:** This course emphasizes the practical and theoretical principles of character animation. Students will explore how to put personality into characters and develop skills to create characters that act. The exercises will provide a foundation for comprehending the underlying techniques for capturing expression of emotions in animation. May be repeated for credit. **Prerequisite(s):** ART 110, ART 120, ART 160, ART 210, ART 229, ART 321, ART 325, and ART 453.**ART 460 Photography III Credits: 3****Typically Offered:** Fall, Spring.**Course Description:** Advanced photographic processes and problems emphasizing individual experience. Six studio hours. May be repeated for credit. **Prerequisite(s):** ART 360.**ART 465 Digital Animation Production Credits: 3****Typically Offered:** Departmental Discretion.**Course Description:** Advance exploration and development in digital animation production. This course is intended to provide student an opportunity to focus on advanced techniques used in the production of 3-D digital animation. May be repeated 4 times for credit. **Prerequisite(s):** ART 453.**ART 470 Painting III Credits: 3****Typically Offered:** Fall, Spring.**Course Description:** Advanced problems dealing with color and composition; figurative and nonobjective directions. Six studio hours. May be repeated for credit. **Prerequisite(s):** ART 370.**ART 471 Topics in Renaissance/Baroque Art Credits: 3****Typically Offered:** Fall (odd-numbered years).**Course Description:** Examines different topics and themes in Renaissance or Baroque art. Course content varies by semester. May be repeated one time for credit with instructor's permission. **Prerequisite(s):** ART 205 and ART 255.**ART 472 Topics in Non-Western Art Credits: 3****Typically Offered:** Spring (odd-numbered years).**Course Description:** Examines different topics and themes in non-Western art. Course content varies by semester. May be repeated one time for credit with instructor's permission. **Prerequisite(s):** ART 205 and ART 255.**ART 475 Illustration III Credits: 3****Typically Offered:** Fall, Spring.**Course Description:** Continuation of problem solving and development of personal style for the marketplace. Exploration of business practices and expectations. Work towards personal promotion and portfolio presentation. May be repeated for credit. **Prerequisite(s):** ART 375.**ART 480 Sculpture III Credits: 3****Typically Offered:** Fall, Spring.**Course Description:** Advanced techniques in various media emphasizing individual experience. Six studio hours. May be repeated for credit. **Prerequisite(s):** ART 380.**ART 485 Digital Animation Portfolio Credits: 3****Typically Offered:** Spring.**Course Description:** In this course students will create a portfolio that reflects the work completed throughout the degree by producing an online and digital portfolio in the form of a demo reel or interactive medium. This course will guide students through the process of developing a resume, business card and portfolio to meet the expectations of the current trends in the industry. **Prerequisite(s):** ART 459 or ART 465.**ART 488 Final Portfolio Credits: 3****Typically Offered:** Spring.**Course Description:** All aspects of portfolio development, production and presentation. Elements of professional work application and self-promotional expectation in the professional field. **Prerequisite(s):** ART 110, ART 120, ART 130, ART 349, and ART 492.**ART 492 Graphic Design III Credits: 3****Typically Offered:** Fall.**Course Description:** Further investigation into design communications by exploring page layout systems, grid structures, informational design, editorial design, and multi-page formats. Principles of advertising design and layout will be explored. Six studio hours. May be repeated for credit. **Prerequisite(s):** ART 395 with a grade of C or higher.**ART 493 Internship In Art Credits: 2-6****Typically Offered:** Fall, Spring, Summer.**Course Description:** Practical guided experience in a range of design, graphic art, typography, illustration, photography and publications tasks. **Prerequisite(s):** Junior or senior standing, declared Art major, ART 329, ART 359, and departmental approval.**ART 494 Senior Seminar and Exhibit Credits: 1****Typically Offered:** Fall, Spring.**Course Description:** Class session on professional topics; preparation and presentation of an exhibition of the student's personal art work. **Prerequisite(s):** Junior review and departmental approval.**ART 495 Graphic Design IV Credits: 3****Typically Offered:** Spring.**Course Description:** Advanced study in a self-defined area of visual communication. This class consolidates previous graphic design knowledge and skills, and offers the student an opportunity to focus on a major, self-initiated design project or problem. Six studio hours. **Prerequisite(s):** ART 492 with a grade of C or higher.

## Art (Bachelor of Science in Education, B.S.E.)

### Requirements

The Bachelor of Science in Education degree with a major in Art leads to certification to teach Art in schools. Students who pursue this program should consider teaching as their immediate career goal.

Code	Title	Credit Hours
<b>General Studies</b>		
Students must complete General Studies courses (p. 19)		42-47
<b>Major Requirements</b>		
ART 110	Beginning Drawing I	3
ART 120	Two-Dimensional Design	3
ART 130	Introduction to Tools and Techniques	2
ART 140	Ceramics I	3

ART 160	Beginning Drawing II	3
ART 170	Three-Dimensional Design	3
ART 180	Fibers	3
ART 205	Survey of Art History I	3
Select one of the following:		3
ART 229	Design Software Applications	
ART 339	Printmaking I	
ART 359	Photography I	
ART 255	Survey of Art History II	3
ART 257	Theory and Criticism of Visual Culture	3
ART 300	Elementary Art Teaching: Philosophy and Methods	3
ART 350	Secondary Art Teaching: Philosophy and Methods	3
ART 369	Painting I	3
ART 379	Sculpture I	3
ART 494	Senior Seminar and Exhibit	1
Select three additional credit hours of Art History		3
<b>Education Professional Sequence</b>		
Students must complete the Professional Sequence (p. 222)		36

## Graduation Requirements

1. Earn a minimum of 120 credit hours, including 60 from a senior college (100 level and higher, maximum of 6 CED credit hours applicable).
2. Earn a minimum of 30 credit hours in upper-division courses. Lower-division transfer courses accepted as meeting upper-division departmental course requirements cannot be used to fulfill this requirement.
3. Earn 30 of the last 45 credit hours at MWSU in institutional coursework (exclusive of credit by examination).
4. Participate in required departmental and campus wide assessments.
5. Earn a grade of C or higher in all major coursework.
6. Earn an overall GPA of at least 2.75, a major GPA of 3.0 and a minimum 3.0 GPA in Education coursework.
7. Fulfill the Missouri Constitution requirement.

## Digital Animation (Bachelor of Fine Arts, B.F.A.) Requirements

Code	Title	Credit Hours
<b>General Studies</b>		
Students must complete General Studies courses (p. 19)		42-47
<b>Major Requirements</b>		
ART 110	Beginning Drawing I	3
ART 120	Two-Dimensional Design	3
ART 130	Introduction to Tools and Techniques	2
ART 160	Beginning Drawing II	3
ART 170	Three-Dimensional Design	3
ART 205	Survey of Art History I	3
ART 210	Animation Fundamentals	3

ART 229	Design Software Applications	3
ART 250	Motion Graphics	3
ART 255	Survey of Art History II	3
ART 310	Intermediate Drawing	3
ART 321	Digital 3D Modeling	3
ART 325	Digital 3D Lighting	3
ART 349	Interactive Design I	3
Select one of the following:		3
ART 326	Introduction to Game Design	
CIN 245	Production I	
JOU 204	Introduction to Broadcast Journalism	
Select one of the following:		3
THR 228	Acting I	
ART 315	Illustration I	
ART 333	Typography	
ART 453	Digital Animation	3
ART 459	Character Animation	3
or ART 465	Digital Animation Production	
ART 485	Digital Animation Portfolio	3
ART 494	Senior Seminar and Exhibit	1
Select nine additional credit hours of advance study in Major		9
Select six additional credit hours in guided art elective		6
Select six additional credit hours of Art History		6

<sup>1</sup> CIN 245 Production I contains a prerequisite of CIN 100 Introduction to Film.

## Graduation Requirements

1. Earn a minimum of 120 credit hours, including 60 from a senior college (100 level and higher, maximum of 6 CED credit hours applicable).
2. Earn a minimum of 30 credit hours in upper-division courses. Lower-division transfer courses accepted as meeting upper-division departmental course requirements cannot be used to fulfill this requirement.
3. Earn 30 of the last 45 credit hours at MWSU in institutional coursework (exclusive of credit by examination).
4. Participate in required departmental and campus wide assessments.
5. Earn a grade of C or higher in all major coursework.
6. Earn an overall GPA of at least 2.0 and a major GPA of at least 2.0.
7. Fulfill the Missouri Constitution requirement.

## Graphic Design (Bachelor of Fine Arts, B.F.A.) Requirements

Code	Title	Credit Hours
<b>General Studies</b>		
Students must complete General Studies courses (p. 19)		42-47
<b>Major Requirements</b>		
ART 110	Beginning Drawing I	3
ART 120	Two-Dimensional Design	3

ART 130	Introduction to Tools and Techniques	2
ART 140	Ceramics I	3
or ART 379	Sculpture I	
ART 160	Beginning Drawing II	3
ART 170	Three-Dimensional Design	3
ART 205	Survey of Art History I	3
ART 229	Design Software Applications	3
ART 250	Motion Graphics	3
or ART 388	Interactive Design II	
ART 255	Survey of Art History II	3
Select one of the following:		3
ART 310	Intermediate Drawing	
ART 340	Printmaking II	
ART 360	Photography II	
ART 370	Painting II	
ART 375	Illustration II	
ART 315	Illustration I	3
ART 329	Graphic Design I	3
ART 333	Typography	3
ART 339	Printmaking I	3
ART 349	Interactive Design I	3
ART 359	Photography I	3
ART 369	Painting I	3
ART 395	Graphic Design II	3
ART 488	Final Portfolio	3
ART 492	Graphic Design III	3
ART 493	Internship In Art	3
ART 494	Senior Seminar and Exhibit	1
ART 495	Graphic Design IV	3
Select three additional credit hours in guided art elective		3
Select six additional credit hours of Art History		6

## Graduation Requirements

1. Earn a minimum of 120 credit hours, including 60 from a senior college (100 level and higher, maximum of 6 CED credit hours applicable).
2. Earn a minimum of 30 credit hours in upper-division courses. Lower-division transfer courses accepted as meeting upper-division departmental course requirements cannot be used to fulfill this requirement.
3. Earn 30 of the last 45 credit hours at MWSU in institutional coursework (exclusive of credit by examination).
4. Participate in required departmental and campus wide assessments.
5. Earn a grade of C or higher in all major coursework.
6. Earn an overall GPA of at least 2.0 and a major GPA of at least 2.0.
7. Fulfill the Missouri Constitution requirement.

## Studio (Bachelor of Fine Arts, B.F.A.)

### Requirements

Code	Title	Credit Hours
General Studies		
Students must complete General Studies courses (p. 19)		42-47

### Major Requirements

ART 110	Beginning Drawing I	3
ART 120	Two-Dimensional Design	3
ART 130	Introduction to Tools and Techniques	2
ART 140	Ceramics I	3
ART 160	Beginning Drawing II	3
ART 170	Three-Dimensional Design	3
ART 205	Survey of Art History I	3
ART 229	Design Software Applications	3
ART 255	Survey of Art History II	3
ART 257	Theory and Criticism of Visual Culture	3
ART 349	Interactive Design I	3
ART 369	Painting I	3
ART 379	Sculpture I	3
ART 310	Intermediate Drawing	3
or ART 315	Illustration I	
ART 329	Graphic Design I	3
ART 339	Printmaking I	3
ART 359	Photography I	3
ART 494	Senior Seminar and Exhibit	1
Select six additional credit hours of Art History		6
Select fifteen additional credit hours in area of applied emphasis		15
Select five additional credit hours in guided art elective		5

## Graduation Requirements

1. Earn a minimum of 120 credit hours, including 60 from a senior college (100 level and higher, maximum of 6 CED credit hours applicable).
2. Earn a minimum of 30 credit hours in upper-division courses. Lower-division transfer courses accepted as meeting upper-division departmental course requirements cannot be used to fulfill this requirement.
3. Earn 30 of the last 45 credit hours at MWSU in institutional coursework (exclusive of credit by examination).
4. Participate in required departmental and campus wide assessments.
5. Earn a grade of C or higher in all major coursework.
6. Earn an overall GPA of at least 2.0 and a major GPA of at least 2.0.
7. Fulfill the Missouri Constitution requirement.

## Studio with Concentration in Art Therapy (Bachelor of Fine Arts, B.F.A.)

Code	Title	Credit Hours
General Studies		
Students must complete General Studies courses (p. 19)		42-47
Major Requirements		
ART 110	Beginning Drawing I	3
ART 120	Two-Dimensional Design	3
ART 130	Introduction to Tools and Techniques	2
ART 140	Ceramics I	3
ART 160	Beginning Drawing II	3
ART 170	Three-Dimensional Design	3
ART 205	Survey of Art History I	3

ART 229	Design Software Applications	3
ART 255	Survey of Art History II	3
ART 359	Photography I	3
ART 369	Painting I	3
ART 379	Sculpture I	3
<b>Concentration Requirements</b>		
ART 133	Introduction to Art Therapy	3
ART 493	Internship In Art	3
COM 345	Nonverbal Communication	3
EDU 225	Educational Psychology	3
EDU 315	Psychology and Education of the Exceptional Child	3
EDU 420	Counseling Techniques/Parents	2
PSY 230	Psychology of Communication	3
PSY 325	Psychology of Personality	3
PSY 240	Life-Span Developmental Psychology	3
or PSY 319	Child/Adolescent Psychology	
PSY 300	Introductory Psychological Statistics	3
PSY 301	Psychology Research Methods	3
PSY 309	Abnormal Psychology	3
SOC 310	Deviant Behavior	3
SOC 360	Sociology of Health, Illness and Medicine	3
Select three additional credit hours of Art History		3

NOTE: The following courses should be taken early in the curriculum as they are prerequisites for courses in this degree: PSY 101 General Psychology, SOC 110 Introduction to Sociology, MAT 116 College Algebra, ENG 108 College Writing and Research or ENG 112 Honors Composition and Rhetoric, and COM 104 Oral Communication.

## Graduation Requirements

1. Earn a minimum of 120 credit hours, including 60 from a senior college (100 level and higher, maximum of 6 CED credit hours applicable).
2. Earn a minimum of 30 credit hours in upper-division courses. Lower-division transfer courses accepted as meeting upper-division departmental course requirements cannot be used to fulfill this requirement.
3. Earn 30 of the last 45 credit hours at MWSU in institutional coursework (exclusive of credit by examination).
4. Participate in required departmental and campus wide assessments.
5. Earn a grade of C or higher in all major coursework.
6. Earn an overall GPA of at least 3.0 and a major GPA of at least 2.0.
7. Fulfill the Missouri Constitution requirement.

## Art History Minor

### Requirements

Code	Title	Credit Hours
<b>Minor Requirements</b>		
ART 205	Survey of Art History I	3
ART 255	Survey of Art History II	3
ART 257	Theory and Criticism of Visual Culture	3
Select 9 credit hours from the following:		9

ART 371	Topics in Ancient/Medieval Art	
ART 372	Topics in Modern/Contemporary Art	
ART 471	Topics in Renaissance/Baroque Art	
ART 472	Topics in Non-Western Art	
Select 3 credit hours from the following:		3
ART 335	Aesthetics and the Arts	
ART 371	Topics in Ancient/Medieval Art	
ART 372	Topics in Modern/Contemporary Art	
ART 450	Independent Research/Project	
ART 471	Topics in Renaissance/Baroque Art	
ART 472	Topics in Non-Western Art	
ART 493	Internship In Art	
<b>Total Credit Hours</b>		<b>21</b>

## Graduation Requirements

1. Have a valid and declared major on file (minors cannot be awarded in the same areas as the major, emphasis or concentration).
2. Earn a minimum of 3 credit hours beyond the major, emphasis, concentration and/or general studies requirements.
3. Earn a minor GPA of at least 2.0.

## Ceramics Minor

### Requirements

Code	Title	Credit Hours
<b>Minor Requirements</b>		
ART 140	Ceramics I	3
ART 320	Ceramics II	3
ART 420	Ceramics III	3
ART 420	Ceramics III	3
ART 420	Ceramics III	3
ART 420	Ceramics III	3
<b>Total Credit Hours</b>		<b>18</b>

## Graduation Requirements

1. Have a valid and declared major on file (minors cannot be awarded in the same areas as the major, emphasis or concentration).
2. Earn a minimum of 3 credit hours beyond the major, emphasis, concentration and/or general studies requirements.
3. Earn a minor GPA of at least 2.0.

## Digital Animation Minor

### Requirements

Code	Title	Credit Hours
<b>Minor Requirements</b>		
ART 110	Beginning Drawing I	3
ART 120	Two-Dimensional Design	3
ART 160	Beginning Drawing II	3
ART 210	Animation Fundamentals	3
ART 229	Design Software Applications	3
ART 250	Motion Graphics	3
ART 321	Digital 3D Modeling	3

ART 325	Digital 3D Lighting	3
Total Credit Hours		24

## Graduation Requirements

1. Have a valid and declared major on file (minors cannot be awarded in the same areas as the major, emphasis or concentration).
2. Earn a minimum of 3 credit hours beyond the major, emphasis, concentration and/or general studies requirements.
3. Earn a minor GPA of at least 2.0.

## Drawing Minor

### Requirements

Code	Title	Credit Hours
<b>Minor Requirements</b>		
ART 110	Beginning Drawing I	3
ART 120	Two-Dimensional Design	3
ART 160	Beginning Drawing II	3
ART 229	Design Software Applications	3
ART 310	Intermediate Drawing	3
ART 410	Advanced Drawing	3
ART 410	Advanced Drawing	3
Total Credit Hours		21

## Graduation Requirements

1. Have a valid and declared major on file (minors cannot be awarded in the same areas as the major, emphasis or concentration).
2. Earn a minimum of 3 credit hours beyond the major, emphasis, concentration and/or general studies requirements.
3. Earn a minor GPA of at least 2.0.

## Graphic Design Minor

### Requirements

Code	Title	Credit Hours
<b>Minor Requirements</b>		
ART 110	Beginning Drawing I	3
ART 120	Two-Dimensional Design	3
ART 229	Design Software Applications	3
ART 329	Graphic Design I	3
ART 333	Typography	3
ART 395	Graphic Design II	3
ART 492	Graphic Design III	3
Total Credit Hours		21

## Graduation Requirements

1. Have a valid and declared major on file (minors cannot be awarded in the same areas as the major, emphasis or concentration).
2. Earn a minimum of 3 credit hours beyond the major, emphasis, concentration and/or general studies requirements.
3. Earn a minor GPA of at least 2.0.

## Illustration Minor Requirements

Code	Title	Credit Hours
<b>Minor Requirements</b>		
ART 110	Beginning Drawing I	3
ART 120	Two-Dimensional Design	3
ART 160	Beginning Drawing II	3
ART 229	Design Software Applications	3
ART 310	Intermediate Drawing	3
or ART 369	Painting I	
ART 315	Illustration I	3
ART 375	Illustration II	3
ART 475	Illustration III	3
Total Credit Hours		24

## Graduation Requirements

1. Have a valid and declared major on file (minors cannot be awarded in the same areas as the major, emphasis or concentration).
2. Earn a minimum of 3 credit hours beyond the major, emphasis, concentration and/or general studies requirements.
3. Earn a minor GPA of at least 2.0.

## Painting Minor

### Requirements

Code	Title	Credit Hours
<b>Minor Requirements</b>		
ART 110	Beginning Drawing I	3
ART 120	Two-Dimensional Design	3
ART 160	Beginning Drawing II	3
ART 229	Design Software Applications	3
or ART 339	Printmaking I	
ART 369	Painting I	3
ART 370	Painting II	3
ART 470	Painting III	3
Total Credit Hours		21

## Graduation Requirements

1. Have a valid and declared major on file (minors cannot be awarded in the same areas as the major, emphasis or concentration).
2. Earn a minimum of 3 credit hours beyond the major, emphasis, concentration and/or general studies requirements.
3. Earn a minor GPA of at least 2.0.

## Photography Minor

### Requirements

Code	Title	Credit Hours
<b>Minor Requirements</b>		
ART 110	Beginning Drawing I	3
ART 120	Two-Dimensional Design	3

ART 229	Design Software Applications	3
ART 359	Photography I	3
ART 360	Photography II	3
ART 460	Photography III	3
ART 460	Photography III	3
Total Credit Hours		21

2. Earn a minimum of 3 credit hours beyond the major, emphasis, concentration and/or general studies requirements.
3. Earn a minor GPA of at least 2.0.

## Graduation Requirements

1. Have a valid and declared major on file (minors cannot be awarded in the same areas as the major, emphasis or concentration).
2. Earn a minimum of 3 credit hours beyond the major, emphasis, concentration and/or general studies requirements.
3. Earn a minor GPA of at least 2.0.

## Printmaking Minor

### Requirements

Code	Title	Credit Hours
<b>Minor Requirements</b>		
ART 110	Beginning Drawing I	3
ART 120	Two-Dimensional Design	3
ART 160	Beginning Drawing II	3
ART 229	Design Software Applications	3
or ART 310	Intermediate Drawing	
ART 339	Printmaking I	3
ART 340	Printmaking II	3
ART 440	Printmaking III	3
Total Credit Hours		21

## Graduation Requirements

1. Have a valid and declared major on file (minors cannot be awarded in the same areas as the major, emphasis or concentration).
2. Earn a minimum of 3 credit hours beyond the major, emphasis, concentration and/or general studies requirements.
3. Earn a minor GPA of at least 2.0.

## Sculpture Minor

### Requirements

Code	Title	Credit Hours
<b>Minor Requirements</b>		
ART 110	Beginning Drawing I	3
ART 130	Introduction to Tools and Techniques	2
ART 170	Three-Dimensional Design	3
ART 345	3D Modeling & Design Processes	3
ART 379	Sculpture I	3
ART 380	Sculpture II	3
ART 480	Sculpture III	3
Total Credit Hours		20

## Graduation Requirements

1. Have a valid and declared major on file (minors cannot be awarded in the same areas as the major, emphasis or concentration).











**MUS 185 Applied Saxophone: Major Instrument Credits: 1-2**

**Typically Offered:** Fall, Spring.

**Course Description:** For the music major; studies compatible with the student's applied level. The specific level requirements are available from the appropriate applied instructor or the Department of Music Office. May be repeated for credit. Special fees for applied music are assessed for these courses. **Prerequisite(s):** Departmental approval.

**MUS 187 Applied Organ: Major Instrument Credits: 1-2**

**Typically Offered:** Fall, Spring.

**Course Description:** For the music major; studies compatible with the student's applied level. The specific level requirements are available from the appropriate applied instructor or the Department of Music Office. May be repeated for credit. Special fees for applied music are assessed for these courses. **Prerequisite(s):** Departmental approval.

**MUS 188 Applied Piano: Major Instrument Credits: 1-2**

**Typically Offered:** Fall, Spring.

**Course Description:** For the music major; studies compatible with the student's applied level. The specific level requirements are available from the appropriate applied instructor or the Department of Music Office. May be repeated for credit. Special fees for applied music are assessed for these courses. **Prerequisite(s):** Departmental approval.

**MUS 189 Applied Voice: Major Instrument Credits: 1-2**

**Typically Offered:** Fall, Spring.

**Course Description:** For the music major; studies compatible with the student's applied level. The specific level requirements are available from the appropriate applied instructor or the Department of Music Office. May be repeated for credit. Special fees for applied music are assessed for these courses. **Prerequisite(s):** Departmental approval.

**MUS 201 Foundations in Vocal/Choral Techniques 1 Credits: 2**

**Typically Offered:** Departmental Discretion.

**Course Description:** Provides a basic understanding of good tone production, interpretation, musicianship, performance skills and repertoire in solo vocal and choral music. The International Phonetic Alphabet, Italian pronunciation and English diction will be emphasized.

**MUS 205 Introduction to Music Education Credits: 1**

**Typically Offered:** Departmental Discretion.

**Course Description:** This course will introduce music education majors to the underlying principles, philosophies, and practices in music education. It will also include information on teaching license/certification and portfolio development.

**MUS 206 Keyboard Proficiency I Credits: 2**

**Typically Offered:** Departmental Discretion.

**Course Description:** Keyboard harmony, harmonization of folk melodies, sight-reading, scale structure, transposition, simple accompaniment, elementary repertoire; completion of proficiency examination for instrumental majors. **Prerequisite(s):** MUS 108 and MUS 217 or departmental approval.

**MUS 208 Keyboard Proficiency II Credits: 2**

**Typically Offered:** Departmental Discretion.

**Course Description:** Advanced harmonic progressions, intermediate-level accompaniments, transposition of simple accompaniment, open-score reading, intermediate repertoire, scale and arpeggio techniques; completion of proficiency examination for B.M.E.-Vocal Concentration majors. **Prerequisite(s):** MUS 206 or departmental approval.

**MUS 209 Synthesizer Techniques Credits: 2**

**Typically Offered:** Departmental Discretion.

**Course Description:** Techniques of playing various presets, editing instrument presets and sound design, MIDI performance, and chord voicing. **Prerequisite(s):** MUS 206 or permission of instructor.

**MUS 210 Introduction to Computer Music Application Credits: 1-2**

**Typically Offered:** Departmental Discretion.

**Course Description:** A seminar course designed to introduce the student to the hardware/software applications available in the Art/Music Computer Laboratory.

**MUS 211 Low Brass Methods and Materials Credits: 1**

**Typically Offered:** Departmental Discretion.

**Course Description:** Class lessons to develop playing skills and instructional methodology of the trombone, euphonium and tuba and techniques of teaching these instruments. Includes basic maintenance and repair of these instruments. Meets two days a week.

**MUS 212 High Brass Methods and Materials Credits: 1**

**Typically Offered:** Departmental Discretion.

**Course Description:** Class lessons to develop playing skills and instructional methodology of the trumpet and French horn and techniques of teaching these instruments. Includes basic maintenance and repair of these instruments. Meets two days a week.

**MUS 217 Theory and Analysis 2 Credits: 2**

**Typically Offered:** Fall.

**Course Description:** Study of cadences, phrases, periods, non-chord tones, and part-writing procedures for diatonic seventh chords and their inversions. Meets three days a week. **Prerequisite(s):** MUS 117.

**MUS 218 Aural Training 2 Credits: 1**

**Typically Offered:** Fall.

**Course Description:** A continuation of MUS 118. Content includes dominant/tonic phrase model, embellishment, chordal expansion and variations, other cadences, sequence patterns, secondary dominants, and motive development. Includes improvisation and composition. Meets two days a week. **Prerequisite(s):** MUS 117 and MUS 118.

**MUS 220 Music for the Elementary Classroom Teacher Credits: 3**

**Typically Offered:** Departmental Discretion.

**Course Description:** Basic music for the elementary education major incorporating music appreciation and use of music in the teaching of basic skills. **Prerequisite(s):** EDU 202, EDU 203, and ART 100. Elementary Education or Early Childhood majors may not take the course until officially admitted to the teacher education program.

**MUS 240 Chamber Music Performance: Brass Credits: 1-2**

**Typically Offered:** Fall, Spring.

**Course Description:** Study through performance in musical literature and performance practices as they relate to chamber music with brass instruments. May be repeated for credit. **Prerequisite(s):** Departmental approval.

**MUS 241 Chamber Music Performance: Keyboard Credits: 1-2**

**Typically Offered:** Fall, Spring.

**Course Description:** Study through performance in musical literature and performance practices as they relate to chamber music with keyboard instruments. May be repeated for credit. **Prerequisite(s):** Departmental approval.

**MUS 242 Chamber Music Performance: Percussion Credits: 1-2****Typically Offered:** Fall, Spring.**Course Description:** Study through performance in musical literature and performance practices as they relate to chamber music with percussion instruments. May be repeated for credit. **Prerequisite(s):** Departmental approval.**MUS 243 Chamber Music Performance: Strings Credits: 1-2****Typically Offered:** Fall, Spring.**Course Description:** Study through performance in musical literature and performance practices as they relate to chamber music with string instruments. May be repeated for credit. **Prerequisite(s):** Departmental approval.**MUS 244 Chamber Music Performance: Voice Credits: 1-2****Typically Offered:** Fall, Spring.**Course Description:** Study through performance in musical literature and performance practices as they relate to chamber music with voice. May be repeated for credit. **Prerequisite(s):** Departmental approval.**MUS 245 Chamber Music Performance: Woodwinds Credits: 1-2****Typically Offered:** Fall, Spring.**Course Description:** Study through performance in musical literature and performance practices as they relate to chamber music with woodwind instruments. May be repeated for credit. **Prerequisite(s):** Departmental approval.**MUS 250 Introduction to Research Methods in Music Credits: 1-2****Typically Offered:** Departmental Discretion.**Course Description:** Introduction to basic research methods in music. Individual and team projects involving methods for solving music-related research problems. **Prerequisite(s):** Departmental approval.**MUS 270 Applied Euphonium: Major Instrument Credits: 1-2****Typically Offered:** Fall, Spring.**Course Description:** For the music major; studies compatible with the student's applied level. The specific level requirements are available from the appropriate applied instructor or the Department of Music Office. May be repeated for credit. Special fees for applied music are assessed for these courses. **Prerequisite(s):** Departmental approval.**MUS 271 Applied French Horn: Major Instrument Credits: 1-2****Typically Offered:** Fall, Spring.**Course Description:** For the music major; studies compatible with the student's applied level. The specific level requirements are available from the appropriate applied instructor or the Department of Music Office. May be repeated for credit. Special fees for applied music are assessed for these courses. **Prerequisite(s):** Departmental approval.**MUS 272 Applied Trombone: Major Instrument Credits: 1-2****Typically Offered:** Fall, Spring.**Course Description:** For the music major; studies compatible with the student's applied level. The specific level requirements are available from the appropriate applied instructor or the Department of Music Office. May be repeated for credit. Special fees for applied music are assessed for these courses. **Prerequisite(s):** Departmental approval.**MUS 273 Applied Trumpet: Major Instrument Credits: 1-2****Typically Offered:** Fall, Spring.**Course Description:** For the music major; studies compatible with the student's applied level. The specific level requirements are available from the appropriate applied instructor or the Department of Music Office. May be repeated for credit. Special fees for applied music are assessed for these courses. **Prerequisite(s):** Departmental approval.**MUS 274 Applied Tuba: Major Instrument Credits: 1-2****Typically Offered:** Fall, Spring.**Course Description:** For the music major; studies compatible with the student's applied level. The specific level requirements are available from the appropriate applied instructor or the Department of Music Office. May be repeated for credit. Special fees for applied music are assessed for these courses. **Prerequisite(s):** Departmental approval.**MUS 275 Applied Percussion: Major Instrument Credits: 1-2****Typically Offered:** Fall, Spring.**Course Description:** For the music major; studies compatible with the student's applied level. The specific level requirements are available from the appropriate applied instructor or the Department of Music Office. May be repeated for credit. Special fees for applied music are assessed for these courses. **Prerequisite(s):** Departmental approval.**MUS 276 Applied Cello: Major Instrument Credits: 1-2****Typically Offered:** Fall, Spring.**Course Description:** For the music major; studies compatible with the student's applied level. The specific level requirements are available from the appropriate applied instructor or the Department of Music Office. May be repeated for credit. Special fees for applied music are assessed for these courses. **Prerequisite(s):** Departmental approval.**MUS 277 Applied Double Bass: Major Instrument Credits: 1-2****Typically Offered:** Fall, Spring.**Course Description:** For the music major; studies compatible with the student's applied level. The specific level requirements are available from the appropriate applied instructor or the Department of Music Office. May be repeated for credit. Special fees for applied music are assessed for these courses. **Prerequisite(s):** Departmental approval.**MUS 278 Applied Guitar: Major Instrument Credits: 1-2****Typically Offered:** Fall, Spring.**Course Description:** For the music major; studies compatible with the student's applied level. The specific level requirements are available from the appropriate applied instructor or the Department of Music Office. May be repeated for credit. Special fees for applied music are assessed for these courses. **Prerequisite(s):** Departmental approval.**MUS 279 Applied Viola: Major Instrument Credits: 1-2****Typically Offered:** Fall, Spring.**Course Description:** For the music major; studies compatible with the student's applied level. The specific level requirements are available from the appropriate applied instructor or the Department of Music Office. May be repeated for credit. Special fees for applied music are assessed for these courses. **Prerequisite(s):** Departmental approval.**MUS 280 Applied Violin: Major Instrument Credits: 1-2****Typically Offered:** Fall, Spring.**Course Description:** For the music major; studies compatible with the student's applied level. The specific level requirements are available from the appropriate applied instructor or the Department of Music Office. May be repeated for credit. Special fees for applied music are assessed for these courses. **Prerequisite(s):** Departmental approval.**MUS 281 Applied Bassoon: Major Instrument Credits: 1-2****Typically Offered:** Fall, Spring.**Course Description:** For the music major; studies compatible with the student's applied level. The specific level requirements are available from the appropriate applied instructor or the Department of Music Office. May be repeated for credit. Special fees for applied music are assessed for these courses. **Prerequisite(s):** Departmental approval.







**MUS 356 Aural Training 3 Credits: 1****Typically Offered:** Departmental Discretion.**Course Description:** A continuation of MUS218. Content includes secondary dominants, modulation, modal mixture, altered chords, N6th and augmented 6th chords, chromaticism, formal analysis, and asymmetrical meters. Includes improvisation and composition. Meets two days a week. **Prerequisite(s):** MUS 217 and MUS 218.**MUS 357 Theory and Analysis 4 Credits: 2****Typically Offered:** Fall.**Course Description:** Study of neopolitan and augmented sixth chords and part-writing procedures. Enharmonic equivalents and key modulations techniques. Study of other elements of harmony of the late 19th century. Meets three days a week. **Prerequisite(s):** MUS 355.**MUS 358 Aural Training 4 Credits: 1****Typically Offered:** Fall.**Course Description:** A continuation of MUS 356. Content includes modes, other scale types, pitch-class sets, serialism, changing meter, polymeter, asymmetric meters, and ametric rhythm. Includes improvisation and composition. Meets two days a week. **Prerequisite(s):** MUS 355 and MUS 356.**MUS 360 Music Technology Research and Evaluation Credits: 2****Typically Offered:** Departmental Discretion.**Course Description:** The development of a research base for music technology: hardware and software including major manufacturers and software developers. Includes essential publishers and Web sources and the development of evaluative techniques for product review.**Prerequisite(s):** MUS 210.**MUS 361 Jazz Improvisation 2 Credits: 1****Typically Offered:** Departmental Discretion.**Course Description:** A continuation of Jazz Improvisation 1. This course will cover musical form, rhythm changes, more advanced harmonic structures (chord/scale substitutions), further scalar study and pattern development. Students will also work on transcriptions of solos and tune memorization. Meets two hours per week. May be repeated for credit.**Prerequisite(s):** MUS 290 or departmental approval.**MUS 365 Jazz Arranging and Composition Credits: 2****Typically Offered:** Departmental Discretion.**Course Description:** This course will focus on the techniques for writing and/or arranging for the combo and jazz ensemble. Emphasis will be placed on style and voicing issues. Class will also include listening and score study along with writing projects. **Prerequisite(s):** MUS 357, MUS 358, and MUS 361.**MUS 370 Applied Euphonium: Major Instrument Credits: 1-2****Typically Offered:** Fall, Spring.**Course Description:** For the music major; studies compatible with the student's applied level. The specific level requirements are available from the appropriate applied instructor or the Department of Music Office. May be repeated for credit. Special fees for applied music are assessed for these courses. **Prerequisite(s):** Departmental approval.**MUS 371 Applied French Horn: Major Instrument Credits: 1-2****Typically Offered:** Fall, Spring.**Course Description:** For the music major; studies compatible with the student's applied level. The specific level requirements are available from the appropriate applied instructor or the Department of Music Office. May be repeated for credit. Special fees for applied music are assessed for these courses. **Prerequisite(s):** Departmental approval.**MUS 372 Applied Trombone: Major Instrument Credits: 1-2****Typically Offered:** Fall, Spring.**Course Description:** For the music major; studies compatible with the student's applied level. The specific level requirements are available from the appropriate applied instructor or the Department of Music Office. May be repeated for credit. Special fees for applied music are assessed for these courses. **Prerequisite(s):** Departmental approval.**MUS 373 Applied Trumpet: Major Instrument Credits: 1-2****Typically Offered:** Fall, Spring.**Course Description:** For the music major; studies compatible with the student's applied level. The specific level requirements are available from the appropriate applied instructor or the Department of Music Office. May be repeated for credit. Special fees for applied music are assessed for these courses. **Prerequisite(s):** Departmental approval.**MUS 374 Applied Tuba: Major Instrument Credits: 1-2****Typically Offered:** Fall, Spring.**Course Description:** For the music major; studies compatible with the student's applied level. The specific level requirements are available from the appropriate applied instructor or the Department of Music Office. May be repeated for credit. Special fees for applied music are assessed for these courses. **Prerequisite(s):** Departmental approval.**MUS 375 Applied Percussion: Major Instrument Credits: 1-2****Typically Offered:** Fall, Spring.**Course Description:** For the music major; studies compatible with the student's applied level. The specific level requirements are available from the appropriate applied instructor or the Department of Music Office. May be repeated for credit. Special fees for applied music are assessed for these courses. **Prerequisite(s):** Departmental approval.**MUS 376 Applied Cello: Major Instrument Credits: 1-2****Typically Offered:** Fall, Spring.**Course Description:** For the music major; studies compatible with the student's applied level. The specific level requirements are available from the appropriate applied instructor or the Department of Music Office. May be repeated for credit. Special fees for applied music are assessed for these courses. **Prerequisite(s):** Departmental approval.**MUS 377 Applied Double Bass: Major Instrument Credits: 1-2****Typically Offered:** Fall, Spring.**Course Description:** For the music major; studies compatible with the student's applied level. The specific level requirements are available from the appropriate applied instructor or the Department of Music Office. May be repeated for credit. Special fees for applied music are assessed for these courses. **Prerequisite(s):** Departmental approval.**MUS 378 Applied Guitar: Major Instrument Credits: 1-2****Typically Offered:** Fall, Spring.**Course Description:** For the music major; studies compatible with the student's applied level. The specific level requirements are available from the appropriate applied instructor or the Department of Music Office. May be repeated for credit. Special fees for applied music are assessed for these courses. **Prerequisite(s):** Departmental approval.**MUS 379 Applied Viola: Major Instrument Credits: 1-2****Typically Offered:** Fall, Spring.**Course Description:** For the music major; studies compatible with the student's applied level. The specific level requirements are available from the appropriate applied instructor or the Department of Music Office. May be repeated for credit. Special fees for applied music are assessed for these courses. **Prerequisite(s):** Departmental approval.



**MUS 380 Applied Violin: Major Instrument Credits: 1-2**

**Typically Offered:** Fall, Spring.

**Course Description:** For the music major; studies compatible with the student's applied level. The specific level requirements are available from the appropriate applied instructor or the Department of Music Office. May be repeated for credit. Special fees for applied music are assessed for these courses. **Prerequisite(s):** Departmental approval.

**MUS 381 Applied Bassoon: Major Instrument Credits: 1-2**

**Typically Offered:** Fall, Spring.

**Course Description:** For the music major; studies compatible with the student's applied level. The specific level requirements are available from the appropriate applied instructor or the Department of Music Office. May be repeated for credit. Special fees for applied music are assessed for these courses. **Prerequisite(s):** Departmental approval.

**MUS 382 Applied Clarinet: Major Instrument Credits: 1-2**

**Typically Offered:** Fall, Spring.

**Course Description:** For the music major; studies compatible with the student's applied level. The specific level requirements are available from the appropriate applied instructor or the Department of Music Office. May be repeated for credit. Special fees for applied music are assessed for these courses. **Prerequisite(s):** Departmental approval.

**MUS 383 Applied Flute: Major Instrument Credits: 1-2**

**Typically Offered:** Fall, Spring.

**Course Description:** For the music major; studies compatible with the student's applied level. The specific level requirements are available from the appropriate applied instructor or the Department of Music Office. May be repeated for credit. Special fees for applied music are assessed for these courses. **Prerequisite(s):** Departmental approval.

**MUS 384 Applied Oboe: Major Instrument Credits: 1-2**

**Typically Offered:** Fall, Spring.

**Course Description:** For the music major; studies compatible with the student's applied level. The specific level requirements are available from the appropriate applied instructor or the Department of Music Office. May be repeated for credit. Special fees for applied music are assessed for these courses. **Prerequisite(s):** Departmental approval.

**MUS 385 Applied Saxophone: Major Instrument Credits: 1-2**

**Typically Offered:** Fall, Spring.

**Course Description:** For the music major; studies compatible with the student's applied level. The specific level requirements are available from the appropriate applied instructor or the Department of Music Office. May be repeated for credit. Special fees for applied music are assessed for these courses. **Prerequisite(s):** Departmental approval.

**MUS 386 Sound Synthesis Credits: 3**

**Typically Offered:** Departmental Discretion.

**Course Description:** Advanced study of sound synthesis: terminology, concepts, and techniques currently available with hardware/software products. **Prerequisite(s):** MUS 210 or departmental approval.

**MUS 387 Applied Organ: Major Instrument Credits: 1-2**

**Typically Offered:** Fall, Spring.

**Course Description:** For the music major; studies compatible with the student's applied level. The specific level requirements are available from the appropriate applied instructor or the Department of Music Office. May be repeated for credit. Special fees for applied music are assessed for these courses. **Prerequisite(s):** Departmental approval.

**MUS 388 Applied Piano: Major Instrument Credits: 1-2**

**Typically Offered:** Fall, Spring.

**Course Description:** For the music major; studies compatible with the student's applied level. The specific level requirements are available from the appropriate applied instructor or the Department of Music Office. May be repeated for credit. Special fees for applied music are assessed for these courses. **Prerequisite(s):** Departmental approval.

**MUS 389 Applied Voice: Major Instrument Credits: 1-2**

**Typically Offered:** Fall, Spring.

**Course Description:** For the music major; studies compatible with the student's applied level. The specific level requirements are available from the appropriate applied instructor or the Department of Music Office. May be repeated for credit. Special fees for applied music are assessed for these courses. **Prerequisite(s):** Departmental approval.

**MUS 390 Junior Recital Credits: 1**

**Typically Offered:** Fall, Spring, Summer.

**Course Description:** For performance-concentration majors only. A one-half-hour recital required. A special fee is assessed. **Prerequisite(s):** MUS 357, MUS 358 and either MUS 206 or MUS 208.

**MUS 392 Piano Pedagogy II: Teaching the Beginning Student Credits: 3**

**Typically Offered:** Departmental Discretion.

**Course Description:** Study of beginning to elementary teaching in areas of reading, rhythm, technique, musicianship, and popular piano methods. Observation of area piano instructors and mentored teaching of beginning students is required. **Prerequisite(s):** MUS 292.

**MUS 393 Piano Pedagogy III: Teaching Intermediate to Advanced Credits: 2**

**Typically Offered:** Departmental Discretion.

**Course Description:** The study of issues facing educators in advanced piano teaching, including repertoire, curriculum building, student health and well-being, memorization, and students transferring from another teacher. **Prerequisite(s):** MUS 392.

**MUS 400 Audio Recording and Analysis 1 Credits: 2**

**Typically Offered:** Departmental Discretion.

**Course Description:** Introduction to audio recording: hardware, software, terminology, and concepts. Includes studio equipment setup and individual/group recording projects. Critical analysis of industry standard productions will be developed. **Prerequisite(s):** MUS 386 or departmental approval.

**MUS 404 Musical Techniques of the 20th/21st Centuries Credits: 2**

**Typically Offered:** Spring.

**Course Description:** The study of the development of composition techniques and forms from the late 1800s to the present. **Prerequisite(s):** MUS 357.

**MUS 405 Arranging Credits: 2**

**Typically Offered:** Spring.

**Course Description:** A study of the elements and procedures for instrumental and vocal arranging; includes a major project in the student's area of interest. **Prerequisite(s):** MUS 357.

**MUS 406 Composition Credits: 1-2**

**Typically Offered:** Fall, Spring.

**Course Description:** Private lessons in composition. Half-hour weekly lessons for each credit. The special fee for applied music is assessed for this course. May be repeated for credit. **Prerequisite(s):** Departmental approval.



**MUS 476 Applied Cello: Major Instrument Credits: 1-2**

**Typically Offered:** Fall, Spring.

**Course Description:** For the music major; studies compatible with the student's applied level. The specific level requirements are available from the appropriate applied instructor or the Department of Music Office. May be repeated for credit. Special fees for applied music are assessed for these courses. **Prerequisite(s):** Departmental approval.

**MUS 477 Applied Double Bass: Major Instrument Credits: 1-2**

**Typically Offered:** Fall, Spring.

**Course Description:** For the music major; studies compatible with the student's applied level. The specific level requirements are available from the appropriate applied instructor or the Department of Music Office. May be repeated for credit. Special fees for applied music are assessed for these courses. **Prerequisite(s):** Departmental approval.

**MUS 478 Applied Guitar: Major Instrument Credits: 1-2**

**Typically Offered:** Fall, Spring.

**Course Description:** For the music major; studies compatible with the student's applied level. The specific level requirements are available from the appropriate applied instructor or the Department of Music Office. May be repeated for credit. Special fees for applied music are assessed for these courses. **Prerequisite(s):** Departmental approval.

**MUS 479 Applied Viola: Major Instrument Credits: 1-2**

**Typically Offered:** Fall, Spring.

**Course Description:** For the music major; studies compatible with the student's applied level. The specific level requirements are available from the appropriate applied instructor or the Department of Music Office. May be repeated for credit. Special fees for applied music are assessed for these courses. **Prerequisite(s):** Departmental approval.

**MUS 480 Applied Violin: Major Instrument Credits: 1-2**

**Typically Offered:** Fall, Spring.

**Course Description:** For the music major; studies compatible with the student's applied level. The specific level requirements are available from the appropriate applied instructor or the Department of Music Office. May be repeated for credit. Special fees for applied music are assessed for these courses. **Prerequisite(s):** Departmental approval.

**MUS 481 Applied Bassoon: Major Instrument Credits: 1-2**

**Typically Offered:** Fall, Spring.

**Course Description:** For the music major; studies compatible with the student's applied level. The specific level requirements are available from the appropriate applied instructor or the Department of Music Office. May be repeated for credit. Special fees for applied music are assessed for these courses. **Prerequisite(s):** Departmental approval.

**MUS 482 Applied Clarinet: Major Instrument Credits: 1-2**

**Typically Offered:** Fall, Spring.

**Course Description:** For the music major; studies compatible with the student's applied level. The specific level requirements are available from the appropriate applied instructor or the Department of Music Office. May be repeated for credit. Special fees for applied music are assessed for these courses. **Prerequisite(s):** Departmental approval.

**MUS 483 Applied Flute: Major Instrument Credits: 1-2**

**Typically Offered:** Fall, Spring.

**Course Description:** For the music major; studies compatible with the student's applied level. The specific level requirements are available from the appropriate applied instructor or the Department of Music Office. May be repeated for credit. Special fees for applied music are assessed for these courses. **Prerequisite(s):** Departmental approval.

**MUS 484 Applied Oboe: Major Instrument Credits: 1-2**

**Typically Offered:** Fall, Spring.

**Course Description:** For the music major; studies compatible with the student's applied level. The specific level requirements are available from the appropriate applied instructor or the Department of Music Office. May be repeated for credit. Special fees for applied music are assessed for these courses. **Prerequisite(s):** Departmental approval.

**MUS 485 Applied Saxophone: Major Instrument Credits: 1-2**

**Typically Offered:** Fall, Spring.

**Course Description:** For the music major; studies compatible with the student's applied level. The specific level requirements are available from the appropriate applied instructor or the Department of Music Office. May be repeated for credit. Special fees for applied music are assessed for these courses. **Prerequisite(s):** Departmental approval.

**MUS 486 Multi-media and Internet Applications Credits: 3**

**Typically Offered:** Departmental Discretion.

**Course Description:** The development of terminology and techniques for using sound design with visual media. Includes Web design and critical analysis of a wide variety of multi-media genres. **Prerequisite(s):** MUS 451 or departmental approval.

**MUS 487 Applied Organ: Major Instrument Credits: 1-2**

**Typically Offered:** Fall, Spring.

**Course Description:** For the music major; studies compatible with the student's applied level. The specific level requirements are available from the appropriate applied instructor or the Department of Music Office. May be repeated for credit. Special fees for applied music are assessed for these courses. **Prerequisite(s):** Departmental approval.

**MUS 488 Applied Piano: Major Instrument Credits: 1-2**

**Typically Offered:** Fall, Spring.

**Course Description:** For the music major; studies compatible with the student's applied level. The specific level requirements are available from the appropriate applied instructor or the Department of Music Office. May be repeated for credit. Special fees for applied music are assessed for these courses. **Prerequisite(s):** Departmental approval.

**MUS 489 Applied Voice: Major Instrument Credits: 1-2**

**Typically Offered:** Fall, Spring.

**Course Description:** For the music major; studies compatible with the student's applied level. The specific level requirements are available from the appropriate applied instructor or the Department of Music Office. May be repeated for credit. Special fees for applied music are assessed for these courses. **Prerequisite(s):** Departmental approval.

**MUS 490 Senior Recital Credits: 1**

**Typically Offered:** Fall, Spring, Summer.

**Course Description:** Minimum requirements for music majors in the applied music-major instrument category. A one-half-hour recital required for graduation. A special fee is assessed. **Prerequisite(s):** MUS 357, MUS 358, and either MUS 206 or MUS 208.

**MUS 491 Senior Recital Credits: 1**

**Typically Offered:** Fall, Spring, Summer.

**Course Description:** For performance-concentration majors in 400-level applied music. A one-hour recital required for graduation. A special fee is assessed. **Prerequisite(s):** MUS 357, MUS 358 and either MUS 206 or MUS 208.

**MUS 492 Piano Pedagogy IV: Group Instruction for the Adult Credits: 3**  
**Typically Offered:** Departmental Discretion.

**Course Description:** Study of curriculum building, classroom management, group learning/dynamics, and teaching techniques as they pertain to achievement of proficiency modules in the traditional undergraduate class piano curriculum. **Prerequisite(s):** MUS 393.

**MUS 494 Topics and Projects in Music Technology Credits: 1-2**

**Typically Offered:** Fall, Spring.

**Course Description:** A cumulative course for the BM Music Technology emphasis. Stresses independent research and applied learning. The topic(s) and/or project(s) must be approved by the department's technology faculty. May be repeated for credit. **Prerequisite(s):** MUS 360, MUS 386, and MUS 451 or departmental approval.

**MUS 495 Senior Portfolio Credits: 1**

**Typically Offered:** Fall, Spring.

**Course Description:** A course for graduating seniors which consists of a final approved cumulative degree program project and the preparation of a professional portfolio and career preparation. This course must be taken during one of the last two semesters prior to graduation.

## Music (Bachelor of Arts, B.A.)

### Requirements

Code	Title	Credit Hours
<b>General Studies</b> <sup>1</sup>		
Students must complete General Studies courses (p. 19)		42-47
<b>Major Requirements</b>		
MUS 100	Concert/Recital Attendance <sup>2</sup>	0
MUS 101	Perspectives in Music	3
MUS 117	Theory and Analysis 1	2
MUS 118	Aural Training 1	1
MUS 206	Keyboard Proficiency I	2
MUS 217	Theory and Analysis 2	2
MUS 218	Aural Training 2	1
MUS 304	Form and Analysis	2
MUS 310	History of Music: Ancient to Baroque	2
MUS 311	History of Music: Classical to Modern	2
MUS 323	Music History III	2
MUS 336	Fundamentals of Conducting	2
MUS 355	Theory and Analysis 3	2
MUS 356	Aural Training 3	1
MUS 357	Theory and Analysis 4	2
MUS 358	Aural Training 4	1
MUS 404	Musical Techniques of the 20th/21st Centuries	2
MUS 405	Arranging	2
MUS 490/491	Senior Recital	1
Select four credit hours of Music Ensemble courses		4
Select eight credit hours of Applied Music-Major Instrument courses <sup>3</sup>		8
Select six credit hours of the following Music Electives:		6
MUS 210	Introduction to Computer Music Application	
MUS 240	Chamber Music Performance: Brass	
MUS 241	Chamber Music Performance: Keyboard	

MUS 242	Chamber Music Performance: Percussion
MUS 243	Chamber Music Performance: Strings
MUS 244	Chamber Music Performance: Voice
MUS 245	Chamber Music Performance: Woodwinds
MUS 305	Entrepreneurship in Music
MUS 312	Topics in Music Literature: Chamber
MUS 313	Topics in Music Literature: Choral
MUS 314	Topics in Music Literature: Piano
MUS 315	Topics in Music Literature: Organ
MUS 316	Topics in Music Literature: Percussion
MUS 317	Topics in Music Literature: Solo Instrument
MUS 318	Topics in Music Literature: Solo Voice
MUS 406	Composition
MUS 450	Independent Research/Project

### Bachelor of Arts Foreign Language Requirement

Credit hours in one foreign language 12

<sup>1</sup> Music majors must take one of the following: HUM 203 Humanities: Ancient and Medieval or HUM 204 Humanities: Middle Ages to the French Revolution or HUM 205 Humanities: American Revolution to the Present or ENG 210 Approaches to Literature or ART 100 Introduction to Art or THR 113 Introduction to Theatre for NASM accreditation.

<sup>2</sup> Six semesters required.

<sup>3</sup> Applied Music-Major Instrument courses must be 200 level.

### Graduation Requirements

- Earn a minimum of 120 credit hours, including 60 from a senior college (100 level and higher, maximum of 6 CED credit hours applicable).
- Earn a minimum of 30 credit hours in upper-division courses. Lower-division transfer courses accepted as meeting upper-division departmental course requirements cannot be used to fulfill this requirement.
- Earn 30 of the last 45 credit hours at MWSU in institutional coursework (exclusive of credit by examination).
- Participate in required departmental and campus wide assessments.
- Earn an overall GPA of at least 2.0 and a major GPA of at least 2.0.
- Earn 12 credit hours in one foreign language.
- Fulfill the Missouri Constitution requirement.

## Music (Bachelor of Music in Education, B.M.E.)

### Requirements

Code	Title	Credit Hours
<b>General Studies</b> <sup>1</sup>		
Students must complete General Studies courses (p. 19)		42-47
<b>Core Requirements</b>		
MUS 100	Concert/Recital Attendance <sup>2</sup>	0
MUS 101	Perspectives in Music	3

MUS 117	Theory and Analysis 1	2
MUS 118	Aural Training 1	1
MUS 206	Keyboard Proficiency I	2
MUS 217	Theory and Analysis 2	2
MUS 218	Aural Training 2	1
MUS 304	Form and Analysis	2
MUS 310	History of Music: Ancient to Baroque	2
MUS 311	History of Music: Classical to Modern	2
MUS 320	Elementary Music Methods and Materials	3
MUS 323	Music History III	2
MUS 336	Fundamentals of Conducting	2
MUS 355	Theory and Analysis 3	2
MUS 356	Aural Training 3	1
MUS 357	Theory and Analysis 4	2
MUS 358	Aural Training 4	1
MUS 404	Musical Techniques of the 20th/21st Centuries	2
MUS 405	Arranging	2
MUS 490	Senior Recital	1
or MUS 491	Senior Recital	
Applied Music-Major Instrument courses	<sup>3</sup>	7
Ensemble courses	<sup>4</sup>	7

<b>Concentration</b>		
Select one of the following concentrations:		13-16
Vocal		
Instrumental		

<b>Education Professional Sequence</b>		
Students must complete the Professional Sequence (p. 222)		36

<sup>1</sup> Music majors must take one of the following: HUM 203 Humanities: Ancient and Medieval or HUM 204 Humanities: Middle Ages to the French Revolution or HUM 205 Humanities: American Revolution to the Present or ENG 210 Approaches to Literature or ART 100 Introduction to Art or THR 113 Introduction to Theatre for NASM accreditation.

<sup>2</sup> Six semesters required.

<sup>3</sup> 4 credit hours must be in 300 level Applied Music-Major Instrument.

<sup>4</sup> 5 credit hours must be in Major Ensembles and 2 credit hours in Chamber Ensembles. Students must participate in one Major Ensemble each semester with the exception of the student teaching semester.

**Vocal Concentration**

Code	Title	Credit Hours
<b>Concentration Requirements</b>		
MUS 111	Functional Instrumental Techniques	1
MUS 201	Foundations in Vocal/Choral Techniques 1	2
MUS 208	Keyboard Proficiency II	2
MUS 301	Foundations in Vocal/Choral Techniques 2	2
MUS 328	Choral Literature	2
MUS 441	Advanced Choral Conducting	2

MUS 467	Middle and High School Choral Methods	2
Total Credit Hours		13

**Applied voice concentration:** Restricted electives are MUS 334 Pedagogical Practices: Voice. **Applied piano or organ concentration:** Restricted electives are MUS 331 Pedagogical Practices: Keyboard; Applied Voice Major Instrument (two semesters in MUS 289 Applied Voice: Major Instrument).

Vocal Concentration majors will be assigned to a middle or high school instrumental program for EDU 203 Participation in Teaching I, to an elementary, middle or high school vocal program for EDU 303 Experience in Teaching II, and to a middle or high school vocal program for EDU 409 Secondary Student Teaching III. If the student has elected the Elementary Music Concentration by taking MUS 321 Orff, Kodaly and Laben and MUS 322 General Music Activities, an assignment to elementary music for EDU 409 Secondary Student Teaching III may be chosen. The music prerequisite(s) for EDU 203 Participation in Teaching I is MUS 320 Elementary Music Methods and Materials; for EDU 303 Experience in Teaching II are MUS 208 Keyboard Proficiency II and MUS 441 Advanced Choral Conducting; and for EDU 409 Secondary Student Teaching III is MUS 467 Middle and High School Choral Methods. Overall GPA of 2.75 and major GPA of 3.0 required for admission into Teacher Education, graduation, and Missouri certification.

**Instrumental Concentration**

Code	Title	Credit Hours
MUS 109	Functional Voice Class	1
MUS 205	Introduction to Music Education	1
MUS 211	Low Brass Methods and Materials	1
MUS 212	High Brass Methods and Materials	1
MUS 307	Percussion Methods and Materials	2
MUS 308	String Methods and Materials	2
MUS 325	Marching Band Techniques	1
MUS 353	Single Reed Methods and Materials	1
MUS 354	Double Reed Methods and Materials	1
MUS 442	Advanced Instrumental Conducting	2
MUS 468	Middle and High School Instrumental Methods	3
Total Credit Hours		16

Instrumental Concentration majors will be assigned to an elementary, middle, or high school vocal program for EDU 203 Participation in Teaching I and to a middle or high school instrumental program for EDU 303 Experience in Teaching II and EDU 409 Secondary Student Teaching III. As part of the EDU 303 Experience in Teaching II and EDU 409 Secondary Student Teaching III, students will be required to have experiences in teaching beginning instrumental students individually and in small/large groups. The music prerequisite(s) for EDU 203 Participation in Teaching I is MUS 320 Elementary Music Methods and Materials; for EDU 303 Experience in Teaching II are MUS 206 Keyboard Proficiency I and MUS 442 Advanced Instrumental Conducting; and for EDU 409 Secondary Student Teaching III is MUS 468 Middle and High School Instrumental Methods. The student in each concentration area should make every effort to be involved in as many different teaching levels as is possible. Overall GPA of 2.75 and major GPA of 3.0 required for admission into Teacher Education, graduation, and Missouri certification.

## Elementary Music Education

Candidates for the Bachelor of Music in Education Vocal degree may receive a Concentration in Elementary Music Education by electing MUS 321 Orff, Kodaly and Laben and MUS 322 General Music Activities (total of 4 credits). This concentration is for those students desiring to teach at the elementary school level.

## Additional Teaching Certification

The department strongly recommends additional teaching certification for all BME music majors.

Candidates for the Bachelor of Music in Education degree with a Vocal Concentration may achieve state instrumental certification with the following courses:

Code	Title	Credit Hours
MUS 211	Low Brass Methods and Materials	1
MUS 212	High Brass Methods and Materials	1
MUS 307	Percussion Methods and Materials	2
MUS 308	String Methods and Materials	2
MUS 353	Single Reed Methods and Materials	1
MUS 354	Double Reed Methods and Materials	1
MUS 442	Advanced Instrumental Conducting	2
MUS 468	Middle and High School Instrumental Methods	3
Applied Music (instrumental) course(s)		2
Ensemble (instrumental) course(s)		2
Total Credit Hours		17

Candidates for the Bachelor of Music in Education degree with an Instrumental Concentration may achieve state vocal certification with the following courses:

Code	Title	Credit Hours
MUS 201	Foundations in Vocal/Choral Techniques 1	2
MUS 301	Foundations in Vocal/Choral Techniques 2	2
MUS 328	Choral Literature	2
MUS 441	Advanced Choral Conducting	2
MUS 467	Middle and High School Choral Methods	2
Applied Music (voice) course(s)		4
Music Ensemble (vocal) course(s)		2
Total Credit Hours		16

## Graduation Requirements

1. Earn a minimum of 120 credit hours, including 60 from a senior college (100 level and higher, maximum of 6 CED credit hours applicable).
2. Earn a minimum of 30 credit hours in upper-division courses. Lower-division transfer courses accepted as meeting upper-division departmental course requirements cannot be used to fulfill this requirement.
3. Earn 30 of the last 45 credit hours at MWSU in institutional coursework (exclusive of credit by examination).

4. Participate in required departmental and campus wide assessments.
5. Earn a grade of C or higher in all major coursework.
6. Earn an overall GPA of at least 2.75, a major GPA of 3.0 and a minimum 3.0 GPA in Education coursework.
7. Fulfill the Missouri Constitution requirement.

## Music (Bachelor of Music, B.M.) Requirements

This degree program is designed for those students who desire some kind of career within the broad designation of the music and entertainment industries. The degree has a strong core of musicianship study requirements. In addition, the student must also complete a designated course of study in the area of Business or Music Technology.

The Business course of study requires the completion of the General Business Minor (foundational studies in accounting, economics, management, marketing, business law, and finance) or the Entrepreneurship Minor (the development of entrepreneurship and innovation skills, and the development of business plans in addition foundational studies in business).

The Music Technology course of study requires the completion of the Music Technology Concentration designed to provide the student with a broad base of studies and experiences in sound synthesis, audio and recording technology, music composition, sequencing, web applications, and research techniques and resources for this field.

All students have an applied learning Internship experience related to their career goals and a Senior Portfolio degree capstone requirement..

Code	Title	Credit Hours
<b>General Studies</b> <sup>1</sup>		
Students must complete General Studies courses (p. 19)		42-47
<b>Major Requirements</b>		
MUS 100	Concert/Recital Attendance <sup>2</sup>	0
MUS 101	Perspectives in Music	3
MUS 117	Theory and Analysis 1	2
MUS 118	Aural Training 1	1
MUS 206	Keyboard Proficiency I	2
MUS 217	Theory and Analysis 2	2
MUS 218	Aural Training 2	1
MUS 304	Form and Analysis	2
MUS 310	History of Music: Ancient to Baroque	2
MUS 311	History of Music: Classical to Modern	2
MUS 323	Music History III	2
MUS 324	Electronics for Music Applications	3
MUS 327	Commercial Music Seminar	3
MUS 336	Fundamentals of Conducting	2
MUS 355	Theory and Analysis 3	2
MUS 356	Aural Training 3	1
MUS 357	Theory and Analysis 4	2
MUS 358	Aural Training 4	1
MUS 404	Musical Techniques of the 20th/21st Centuries	2
MUS 405	Arranging	2
MUS 440	Commercial Music Practicum	4

MUS 490/491	Senior Recital	1	MUS 360	Music Technology Research and Evaluation	2
MUS 495	Senior Portfolio	1	MUS 386	Sound Synthesis	3
Select four credit hours of Music Ensemble courses <sup>3</sup>		4	MUS 400	Audio Recording and Analysis 1	2
Select eight credit hours of Applied Music-Major Instrument <sup>4</sup>		8	MUS 451	Audio Recording and Analysis 2	3
Select six credit hours of the following Music Electives		6	MUS 486	Multi-media and Internet Applications	3
MUS 210	Introduction to Computer Music Application		MUS 494	Topics and Projects in Music Technology	2
MUS 240	Chamber Music Performance: Brass		Total Credit Hours		17
MUS 241	Chamber Music Performance: Keyboard				
MUS 242	Chamber Music Performance: Percussion				
MUS 243	Chamber Music Performance: Strings				
MUS 244	Chamber Music Performance: Voice				
MUS 245	Chamber Music Performance: Woodwinds				
MUS 305	Entrepreneurship in Music				
MUS 312	Topics in Music Literature: Chamber				
MUS 313	Topics in Music Literature: Choral				
MUS 314	Topics in Music Literature: Piano				
MUS 315	Topics in Music Literature: Organ				
MUS 316	Topics in Music Literature: Percussion				
MUS 317	Topics in Music Literature: Solo Instrument				
MUS 318	Topics in Music Literature: Solo Voice				
MUS 406	Composition				
MUS 450	Independent Research/Project				

**Course of Study**

Select one of the following designated courses of study: 17-18

Business Concentration

Music Technology Concentration

<sup>1</sup> Music Majors must take one of the following: HUM 203 Humanities: Ancient and Medieval or HUM 204 Humanities: Middle Ages to the French Revolution or HUM 205 Humanities: American Revolution to the Present or ENG 210 Approaches to Literature or ART 100 Introduction to Art or THR 113 Introduction to Theatre for NASM accreditation.

<sup>2</sup> Six semesters required.

<sup>3</sup> Must include both Chamber and Major Ensemble credit.

<sup>4</sup> 4 credit hours must be in 300 level Applied Music-Major Instrument.

**Courses of Study****Business Concentration**

Code	Title	Credit Hours
Select one of the following tracks:		18
	General Business minor curriculum (p. 51)	
	Entrepreneurship minor curriculum (p. 50)	
Total Credit Hours		18

**Music Technology Concentration**

Code	Title	Credit Hours
<b>Concentration Requirements</b>		
MUS 300	Notation and Sequencing	2

MUS 360	Music Technology Research and Evaluation	2
MUS 386	Sound Synthesis	3
MUS 400	Audio Recording and Analysis 1	2
MUS 451	Audio Recording and Analysis 2	3
MUS 486	Multi-media and Internet Applications	3
MUS 494	Topics and Projects in Music Technology	2
Total Credit Hours		17

**Graduation Requirements**

1. Earn a minimum of 120 credit hours, including 60 from a senior college (100 level and higher, maximum of 6 CED credit hours applicable).
2. Earn a minimum of 30 credit hours in upper-division courses. Lower-division transfer courses accepted as meeting upper-division departmental course requirements cannot be used to fulfill this requirement.
3. Earn 30 of the last 45 credit hours at MWSU in institutional coursework (exclusive of credit by examination).
4. Participate in required departmental and campus wide assessments.
5. Earn an overall GPA of at least 2.0 and a major GPA of at least 2.0.
6. Fulfill the Missouri Constitution requirement.

**Jazz Studies Concentration**

Code	Title	Credit Hours
<b>Concentration Requirements</b>		
MUS 290	Jazz Improvisation 1	1
MUS 344	Jazz Ensemble <sup>1</sup>	5
MUS 361	Jazz Improvisation 2	1
MUS 365	Jazz Arranging and Composition	2
MUS 400	Audio Recording and Analysis 1	2
MUS 415	Jazz History	2
MUS 430	Jazz Pedagogy	2
Total Credit Hours		15

<sup>1</sup> Must include 1 credit hour of Jazz Combo.

Note: This concentration requires that one Applied Music-Major Instrument semester be in jazz study.

**Piano Pedagogy Concentration  
(Only for students with Applied Instrument-Major Instrument: Piano)**

Code	Title	Credit Hours
<b>Concentration Requirements</b>		
MUS 292	Piano Pedagogy I: Introduction to Piano Pedagogy	2
MUS 314	Topics in Music Literature: Piano	1
MUS 314	Topics in Music Literature: Piano	1
MUS 321	Orff, Kodaly and Laben	2
MUS 392	Piano Pedagogy II: Teaching the Beginning Student	3

MUS 393	Piano Pedagogy III: Teaching Intermediate to Advanced	2
MUS 492	Piano Pedagogy IV: Group Instruction for the Adult	3
MUS 495	Senior Portfolio	1

## Music Minor Requirements

Code	Title	Credit Hours
<b>Minor Requirements</b>		
MUS 100	Concert/Recital Attendance <sup>1</sup>	0
MUS 101	Perspectives in Music	3
MUS 117	Theory and Analysis 1	2
MUS 118	Aural Training 1	1
Select one of the following Piano study courses:		2
MUS 106	Basic Keyboard Skills I	
MUS 108	Basic Keyboard Skills II	
MUS 206	Keyboard Proficiency I	
MUS 208	Keyboard Proficiency II	
MUS 168	Applied Piano: Secondary Instrument	
MUS 217	Theory and Analysis 2	2
MUS 218	Aural Training 2	1
Select four credit hours of Applied Music-Major Instrument		4
Select six credit hours of Music Electives <sup>2</sup>		6
Select four credit hours of Music Ensembles <sup>3</sup>		4

<sup>1</sup> Two semesters required.

<sup>2</sup> Any music course may be used except Applied Music-Major Instrument and Music Ensembles.

<sup>3</sup> Four semester minimum.

## Graduation Requirements

1. Have a valid and declared major on file (minors cannot be awarded in the same areas as the major, emphasis or concentration).
2. Earn a minimum of 3 credit hours beyond the major, emphasis, concentration and/or general studies requirements.
3. Earn a minor GPA of at least 2.0.

## Music Technology Minor Requirements

Code	Title	Credit Hours
<b>Minor Requirements</b>		
MUS 117	Theory and Analysis 1	2
MUS 118	Aural Training 1	1
Choose one of the following Applied Music courses:		2
MUS 106	Basic Keyboard Skills I	
MUS 108	Basic Keyboard Skills II	
MUS 206	Keyboard Proficiency I	
MUS 208	Keyboard Proficiency II	
MUS XXX	Applied Music	
MUS 324	Electronics for Music Applications	3

MUS 352	Commercial Music Ensemble	3
MUS 386	Sound Synthesis	3
MUS 486	Multi-media and Internet Applications	3
Select additional six credit hours of Music Electives of the following:		6
MUS 300	Notation and Sequencing	
MUS 327	Commercial Music Seminar	
MUS 400	Audio Recording and Analysis 1	
MUS 406	Composition <sup>1</sup>	
MUS 451	Audio Recording and Analysis 2	
MUS 494	Topics and Projects in Music Technology <sup>1</sup>	

<sup>1</sup> May be repeated for up to three credit hours.

## Graduation Requirements

1. Have a valid and declared major on file (minors cannot be awarded in the same areas as the major, emphasis or concentration).
2. Earn a minimum of 3 credit hours beyond the major, emphasis, concentration and/or general studies requirements.
3. Earn a minor GPA of at least 2.0.

## Musical Theatre Minor Requirements

Code	Title	Credit Hours
<b>Minor Requirements</b>		
THR 140	Production Participation	3
THR 228	Acting I	3
THR 326	Techniques of Musical Theatre Performance	3
Select three credit hours in Theatre elective		3
MUS 109	Functional Voice Class	1
MUS 189	Applied Voice: Major Instrument	1
MUS 289	Applied Voice: Major Instrument	1
MUS 389	Applied Voice: Major Instrument	1
MUS 489	Applied Voice: Major Instrument	1
Select a Theatre, Music or Dance elective		3
Select four hours of the following:		4
DAN 110	Tap Dance I	
DAN 111	Jazz Dance I	
DAN 112	Modern Dance I	
DAN 114	Ballet	
DAN 120	Dance Performance	
DAN 210	Tap Dance II	
DAN 211	Jazz Dance II	
DAN 212	Modern Dance II	

## Graduation Requirements

1. Have a valid and declared major on file (minors cannot be awarded in the same areas as the major, emphasis or concentration).



2. Earn a minimum of 3 credit hours beyond the major, emphasis, concentration and/or general studies requirements.
3. Earn a minor GPA of at least 2.0.



**THR 130 Stage Combat Workshop Credits: 1**

**Typically Offered:** Departmental Discretion.

**Course Description:** A study of weaponry styles, skills and methods as used in staging violence for stage and screen. In addition to classroom work and assignments, attendance at a professional stage combat workshop over a weekend is mandatory. Additional registration and accommodation fees for this workshop are required. **Prerequisite(s):** THR 113.

**THR 140 Production Participation Credits: 1-3**

**Typically Offered:** Fall, Spring.

**Course Description:** Supervised practical work for a departmental theatrical mainstage production (includes work onstage, backstage and preproduction). May be repeated for a total of 9 credit hours.

**THR 218 Oral Interpretation Credits: 3**

**Typically Offered:** Departmental Discretion.

**Course Description:** Oral reading and analysis of prose, poetry, and drama. Same as COM 218. **Prerequisite(s):** COM 104.

**THR 221 Technical Production 1 Credits: 3**

**Typically Offered:** Fall.

**Course Description:** Designed to acquaint the student with the fundamentals of scenic construction and mechanics of stage lighting, the course will include studies in drafting, technical planning, basic shop tools, and techniques, construction of scenery and stage electrical equipment and practices.

**THR 222 Technical Production 2 Credits: 3**

**Typically Offered:** Fall.

**Course Description:** This course will cover the basics of theatrical costuming. Students will use sewing machines, and hand stitching to create garments. Additionally, techniques for fitting garments, and knowledge of fabric fibers will be included. **Prerequisite(s):** THR 221.

**THR 224 Voice and Diction Credits: 3**

**Typically Offered:** Departmental Discretion.

**Course Description:** Theories and techniques of using and improving the actor's instrument, the voice. Including articulation, resonance, working knowledge of dialects and a mastery of the International Phonetic Alphabet. **Prerequisite(s):** THR 113.

**THR 225 Theatre Management Credits: 3**

**Typically Offered:** Departmental Discretion.

**Course Description:** Fundamentals of theatre management: box office management, usher training and supervision, designing lobby displays, and various PR and marketing techniques. **Prerequisite(s):** THR 113.

**THR 228 Acting I Credits: 3**

**Typically Offered:** Fall.

**Course Description:** Basic principles of acting theory. Studio work emphasizing warm-up techniques, improvisations, monologue and scene work. Two hours lecture, two hours lab.

**THR 230 Improvisation Workshop Credits: 1**

**Typically Offered:** Departmental Discretion.

**Course Description:** This class focuses on the techniques of comedic improvisation. Students learn how to initiate scenes, build upon their scene partners' offers, and create scenes with a solid foundation through numerous exercises and practices. **Prerequisite(s):** THR 113 and THR 228.

**THR 240 Audition Techniques Workshop Credits: 1**

**Typically Offered:** Departmental Discretion.

**Course Description:** Focus of study on monologue training for professional auditioning and the development of advanced cold reading skills. **Prerequisite(s):** THR 113 and THR 228.

**THR 275 Script Analysis Credits: 3**

**Typically Offered:** Fall (even-numbered years).

**Course Description:** A critical study of script formats: mastery of character and scene development used in works of dramatic literature and the practical application of this research to create a more dynamic and interesting character on stage. **Prerequisite(s):** THR 113 and ENG 104.

**THR 276 Stage Properties Credits: 3**

**Typically Offered:** Departmental Discretion.

**Course Description:** Practical training in carpentry and craft techniques related to the procurement, design, and construction of stage properties. Topics will include development of paperwork related to properties management, strategies for acquiring prop items, and a series of projects designed to give students practical experience building stage properties using a variety of construction techniques.

**THR 281 Sophomore Portfolio Credits: 1**

**Typically Offered:** Departmental Discretion.

**Course Description:** This is a workshop course for sophomores which includes resume, resume reel and job search preparation in addition to compiling a portfolio consisting of a resume, cover letter, head shot (for actors), reflective self-analysis and a collection of writings, production projects and recorded audition and performance pieces from their major courses and productions during their college career. Course must be completed during one of the two semesters prior to junior year. Course is grade on a pass/fail basis.

**THR 283 Introduction to Research Methods in Theatre Credits: 1-2**

**Typically Offered:** Departmental Discretion.

**Course Description:** Introduction to basic research methods in theatre. Individual and team projects involving methods for solving theatre-related research problems. **Prerequisite(s):** Departmental approval.

**THR 322 Costume and Makeup Design Credits: 3**

**Typically Offered:** Departmental Discretion.

**Course Description:** This course will introduce the student to the world of theatrical and film design for costumes and makeup. Students will learn to apply critical script analysis and synthesize that analysis into a working costume and makeup design for production. Students will research the various periods of fashion design, types of fabrics and their use and will understand the use of color and its collaboration with the lighting designer.

**THR 325 Stage Management Credits: 3**

**Typically Offered:** Departmental Discretion.

**Course Description:** Fundamentals of stage management: effective time management skills, rehearsal techniques, and creation of an effective prompt script. **Prerequisite(s):** THR 221.

**THR 326 Techniques of Musical Theatre Performance Credits: 3**

**Typically Offered:** Departmental Discretion.

**Course Description:** Application of musical theatre performance technique utilizing scenes and music from the Broadway stage. Study includes using show research and script analysis to develop characterization. Students will also learn technique and practices for auditioning.

**THR 327 Voice Over Credits: 3**

**Typically Offered:** Departmental Discretion.

**Course Description:** Students will learn the fundamentals of using their voice for various medium. Proper usage of microphones, recording equipment and software for creation, editing and post producing their work will be the main focus. Students will learn the proper techniques for using their voices effectively. Articulation, use of value words, time use, enunciation, representation and overall performance will be critiqued.

**THR 328 Acting II Credits: 3****Typically Offered:** Spring.**Course Description:** A continuation of Acting I with special concentration on acting technique, character development, advanced scene work, and exploration of character relationships. Two hours lecture, two hours lab.**Prerequisite(s):** THR 228.**THR 329 Stage Makeup Credits: 2****Typically Offered:** Departmental Discretion.**Course Description:** Students will learn the fundamentals of stage makeup application. Develop and work on speed of makeup application. Creation of makeup maps, basics of creating character through script analysis will be the focus of the course.**THR 331 Fundamentals of Design Credits: 3****Typically Offered:** Departmental Discretion.**Course Description:** Students will learn the basics of script analysis and design for theatre and film. Through hands-on work, students will create a scenic, costume, lighting, and sound design. Gaining knowledge will allow a student to communicate artistic ideas to a designer, director, and other members of the production team. **Prerequisite(s):** THR 113.**THR 337 Theatre for Children and Youth Credits: 3****Typically Offered:** Fall.**Course Description:** This course will study the various techniques used in the developing and performing of children and youth theatre. Course work will include improvisational and participatory approaches for young people and the development of scripts and story lines for young people culminating in a presentational, touring package for the St. Joseph School System.**THR 345 Shakespeare in Performance Credits: 3****Typically Offered:** Departmental Discretion.**Course Description:** This course focuses on the performance of the works of William Shakespeare and his contemporaries. Emphasis will be placed on analyzing a text and preparing that text for performance. Monologue and scene work will be performed. **Prerequisite(s):** THR 228.**THR 348 Directing for the Stage I Credits: 3****Typically Offered:** Fall.**Course Description:** Principles of directing a work of dramatic literature for the stage: material selection, casting, staging a production, and communicating with producers, actors and technicians. Two hours lecture, two hours lab. **Prerequisite(s):** THR 275.**THR 350 Selected Topics in Theatre Credits: 3****Typically Offered:** Fall, Spring.**Course Description:** Specialized course work in the field of theatre. Course may be repeated for up to six credits maximum with different topics. **Prerequisite(s):** THR 113 or departmental approval.**THR 360 Playwriting Credits: 3****Typically Offered:** Spring (even-numbered years).**Course Description:** This course is designed to explore all aspects of playwriting. The course encourages creativity in writing and examines script research, pre-planning stages, play formatting, and communicating ideas through playwriting. **Prerequisite(s):** THR 275.**THR 361 Theatre Internship Credits: 1-3****Typically Offered:** Fall, Spring, Summer.**Course Description:** Students work with a professional theatre company or distinguished art institution in such capacities as are mutually agreed upon by the student, the Company, and the student advisor. The student will develop objectives related to his/her discipline and carry out those responsibilities through an internship as approved by the director. Applies theory and skills to actual work situations. Professionally supervised work experiences related to the student's area of interest. (Thirty hours of work for each credit hour.) Graded pass/fail. Application must be made at least one semester prior to course registration. **Prerequisite(s):** Overall GPA of 2.5 or higher.**THR 362 Summer Theatre Apprenticeship Credits: 3****Typically Offered:** Summer.**Course Description:** Students will be cast and/or employed by a resident summer stock theatre program. See <http://www.missouriwestern.edu/theatrecinema> for more details about the audition application process. May be repeated for a total of six hours. **Prerequisite(s):** Minimum GPA 2.5, declared departmental major, and acceptance into the program via audition/application/portfolio review process.**THR 367 History of Theatre Credits: 3****Typically Offered:** Spring.**Course Description:** The history of theatre from its beginnings to the present day. Emphasis on conditions of production with respect to theatre architecture, cultural values, costuming, staging and performance. **Prerequisite(s):** THR 113.**THR 368 History of Musical Theatre Credits: 3****Typically Offered:** Spring.**Course Description:** This is a survey course covering the origins of modern musical theatre from the 18th century until the present. Topics covered will be style and techniques of musical theatre as well as influential composers, lyricists, producers and a cadre of other working professionals.**THR 370 Theatre/Video Workshop Credits: 3****Typically Offered:** Departmental Discretion.**Course Description:** Practical experience in designing, staging, shooting, blocking, acting, and producing a play(s) or screenplay(s) with individual assignments designated by the instructor. May be repeated for a maximum of 6 credits.**THR 371 Advanced Costume Techniques Credits: 3****Typically Offered:** Departmental Discretion.**Course Description:** Students will learn to expand their sewing knowledge of how garments are constructed. Exercises in flat pattern, draping, and building out a mannequin will be tackled. Goals for students in this class also include: altering a pattern, enlarging vintage patterns, and proper fitting. **Prerequisite(s):** THR 222.**THR 379 Period Styles Credits: 3****Typically Offered:** Departmental Discretion.**Course Description:** The goal of this course is to address how cultural and historical events have affected the development of architecture, decor, and fashion styles around the world. Particular attention will be paid to periods most relevant to theatrical works studied elsewhere in the curriculum. Projects will include both research and creative design elements. **Prerequisite(s):** THR 113.

**THR 383 Theatre History II Credits: 3****Typically Offered:** Departmental Discretion.**Course Description:** History of the theatre from the beginning of the 20th century to present day. Emphasis on conditions of production with respect to theatre architecture, cultural values, costuming, staging and performance. **Prerequisite(s):** THR 113 and THR 367.**THR 389 Scenic Design Credits: 3****Typically Offered:** Spring (odd-numbered years).**Course Description:** Introduction to the techniques of drafting and scenic design for modern theatre. Students will also learn principles of basic drafting techniques. Additional drafting materials required. **Prerequisite(s):** THR 113 and THR 221.**THR 390 Scenic Painting Credits: 3****Typically Offered:** Departmental Discretion.**Course Description:** Practical training in paints, painting tools, and layout and painting techniques for flats, drops, scrims, and three-dimensional surfaces. Coverage includes translucent painting, scrim and large drop layout and painting, and techniques for foliage and architectural painting. **Prerequisite(s):** THR 113 and THR 389.**THR 393 Stage Lighting Credits: 3****Typically Offered:** Departmental Discretion.**Course Description:** A study of methods and materials for lighting the stage. Course focuses on script analysis, the design process, equipment, and application. The illustration and application of the uses of light both for illumination and for subtle dramatic purposes. **Prerequisite(s):** THR 113 and THR 389.**THR 422 Advanced Stage Makeup Credits: 3****Typically Offered:** Departmental Discretion.**Course Description:** Students would develop and work on advanced makeup application techniques. Learn wig styling, basics of molding and creating latex prosthetics, and other special makeup uses. Research specialty makeup, creation of proper makeup paperwork, and script analysis will also be covered. **Prerequisite(s):** THR 329.**THR 440 Acting III Credits: 3****Typically Offered:** Departmental Discretion.**Course Description:** This course of study prepares the performance student for the transition into the professional arena through an in-depth examination of the business side of show business. An intensive preparation of theatrical styled material and commercial reel is created for use in television, film and theatrical industry auditions. Theoretical approaches and practical applications are emphasized. Two hours lecture, two hours lab. **Prerequisite(s):** THR 328.**THR 448 Directing for the Stage II Credits: 3****Typically Offered:** Spring.**Course Description:** Advanced techniques in directing for the live theatre. Course will culminate in the performance of a student-directed One-Act Play Festival. **Prerequisite(s):** THR 348.**THR 450 Independent Project Credits: 1-3****Typically Offered:** Fall, Spring.**Course Description:** Independent projects developed in consultation with a departmental faculty mentor. May be repeated for up to 6 credit hours. **Prerequisite(s):** Junior standing, declared departmental major, minimum overall GPA of 2.5 and departmental approval.**THR 475 Dramaturgy Credits: 3****Typically Offered:** Departmental Discretion.**Course Description:** Students will learn the fundamentals of what it takes to be a dramaturg for theatrical productions. Use of exercises, models, and examples of how the dramaturg works to make thoughtful and creative contributions to a theatrical production, from pre-production work through the rehearsal process. **Prerequisite(s):** THR 113 and THR 275.**THR 480 Senior Portfolio Credits: 1****Typically Offered:** Fall, Spring.**Course Description:** This is a workshop course for graduating seniors which includes resume, resume reel and job search preparation in addition to compiling a passing graduation portfolio consisting of a resume, cover letter, headshot (for actors), reflective self-analysis and a collection of writings, production projects and recorded audition and performance pieces from their major courses and productions during their college career. Course must be completed during one of the last two semesters prior to graduation. Course is graded on a pass/fail basis.**THR 489 CAD Drafting for the Stage Credits: 3****Typically Offered:** Departmental Discretion.**Course Description:** Study and application of computer-aided design techniques for scenery construction and design, focusing on the use of VectorWorks to create technical drawings for theatre. **Prerequisite(s):** THR 113 and THR 389.

## Cinema (CIN)

**CIN 100 Introduction to Film Credits: 3****Typically Offered:** Fall.**Course Description:** This course is designed to introduce the student to the language of film, its history, aesthetics, theory and technology. The course will critically examine the cinema from the early days of black and white silent films to the most recent blockbusters. Attendance at weekly screenings outside of class is required.**CIN 120 Film Theory and Criticism Credits: 3****Typically Offered:** Fall (odd-numbered years).**Course Description:** Examination of various approaches to film theory and criticism including formal aspects of cinema, tools for stylistic analysis, and ideological implications of film. Attendance at weekly screenings outside of class is required. **Prerequisite(s):** CIN 100.**CIN 220 Film Studies Credits: 3****Typically Offered:** Departmental Discretion.**Course Description:** A rotating topics course focusing on various issues relating to the world of film. Topics include: History of Film, Women in Film, Film Genres, American Genres, and Film Directors. Attendance at weekly screenings outside of class is required. **Prerequisite(s):** CIN 120.**CIN 245 Production I Credits: 3****Typically Offered:** Fall, Spring.**Course Description:** Introduction to basic theory and practice of video production with emphasis on preproduction planning, scripting, directing, lighting, camera operation, editing and audio. Two hours lecture, two hours lab. **Prerequisite(s):** CIN 100.**CIN 253 Audio Production Credits: 3****Typically Offered:** Fall (even-numbered years).**Course Description:** Professional techniques in audio recording, mixing, and editing for music, theatre, and film production, utilizing current digital technology. **Prerequisite(s):** CIN 245.

**CIN 255 Editing I Credits: 3****Typically Offered:** Fall.**Course Description:** Intermediate level non-linear editing, building upon basic editing skills introduced in CIN 245. This course will provide a thorough grounding in operation of Final Cut Pro software with emphasis upon theoretical editing concepts and communication of content and meaning through visual language. Two hours lecture, two hours lab.**Prerequisite(s):** CIN 245.**CIN 280 Portfolio I Credits: 1****Typically Offered:** Fall, Spring.**Course Description:** This is a workshop course, ideally, for students in their fourth or fifth semester which job search preparation in addition to compiling work for their first reel, reflective self-analysis and professional outlook. Course must be completed during their fourth or fifth semester in the major. Course is graded on a pass/fail basis.**CIN 335 Motion Picture Lighting Credits: 3****Typically Offered:** Fall (even-numbered years).**Course Description:** This course is an intensive exploration of the craft, technologies and aesthetic principles of cinematography and lighting techniques. Lectures and in-class demonstrations will cover film and video formats, film stocks, film and digital cameras, exposure, lenses and optics, lighting units, lighting placement, lighting control, camera support, and camera movement. Class sessions will consist of lectures, demonstrations, hands on with cameras and lighting units, exercises, and screenings of selected film clips which demonstrate specific cinematography and lighting techniques. **Prerequisite(s):** CIN 255.**CIN 340 Acting for the Camera Credits: 3****Typically Offered:** Spring.**Course Description:** Focuses on the development of auditioning skills and techniques in preparation for professional acting and performance work for film and television. Two hours lecture, two hours lab. **Prerequisite(s):** CIN 245.**CIN 342 Screenwriting Credits: 3****Typically Offered:** Fall.**Course Description:** This course is designed to explore all aspects of scripting for both video and film production. The course encourages creativity in writing and examines pre-script planning, the components of scripting, scripting as communication and language as well as the mechanics of scripting. Analysis of current motion picture, commercial and television scripts. **Prerequisite(s):** CIN 245 and THR 275.**CIN 345 Production II Credits: 3****Typically Offered:** Fall.**Course Description:** Intermediate production course with an introduction to recording synchronous location sound, synchronizing it with a picture and using it in post-production to tell a story. Students will pair technical filmmaking knowledge with visual storytelling techniques and synchronized sound recording in order to create a narrative film that can resonate with an audience. **Prerequisite(s):** CIN 253, CIN 255, CIN 280, and CIN 342.**CIN 350 Selected Topics in Cinema Credits: 3****Typically Offered:** Fall, Spring.**Course Description:** Specialized course work in the field of video and cinema. Course may be repeated for up to six credits maximum with different topics. **Prerequisite(s):** CIN 100 or departmental approval.**CIN 355 Editing II Credits: 3****Typically Offered:** Spring.**Course Description:** Students will extend their knowledge of the editorial tool set, professional video standards, terminology, and aesthetics of editing. Further develop skills in design, layout, interactivity, and media encoding through the use of DVD Studio Pro. Two hours lecture, two hours lab. **Prerequisite(s):** CIN 253 and CIN 255.**CIN 361 Cinema Internship Credits: 1-3****Typically Offered:** Fall, Spring, Summer.**Course Description:** Students work with a professional film/video production company or distinguished art institution in such capacities as are mutually agreed upon by the student, the Company, and the student advisor. The student will develop objectives related to his/her discipline and carry out those responsibilities through an internship as approved by the director. Applies theory and skills to actual work situations. Professionally supervised work experiences related to the student's area of interest. (Thirty hours of work for each credit hour.) Graded pass/fail. Application must be made at least one semester prior to course registration. **Prerequisite(s):** Overall GPA of 2.5 or higher.**CIN 377 Producing Credits: 3****Typically Offered:** Spring.**Course Description:** Focuses on duties of a producer through development, financing, pre-production, production, post-production, marketing and distribution. Emphasizes production management, budgeting and scheduling. **Prerequisite(s):** CIN 253, CIN 255, and CIN 342.**CIN 380 Production Design Credits: 3****Typically Offered:** Departmental Discretion.**Course Description:** A course in the general principles of art direction and the creation of the visual look of a production. Films will be analyzed from a design perspective: the set, costumes, make-up, cinematography, and other visual elements. **Prerequisite(s):** CIN 100.**CIN 410 Production Credits: 3****Typically Offered:** Departmental Discretion.**Course Description:** A rotating topics course focusing on various issues relating to the world of film production and direction. Topics include: Music Video Production, Commercial Production, Documentary Production, and Studio Production. **Prerequisite(s):** CIN 245.**CIN 435 Cinematography Credits: 3****Typically Offered:** Departmental Discretion.**Course Description:** The process of studio and location lighting for film and video; principles, instruments, measurement tools, filters/diffusers, single/multiple setups. **Prerequisite(s):** CIN 253, CIN 335, and CIN 342.**CIN 442 Advanced Screenwriting Credits: 3****Typically Offered:** Departmental Discretion.**Course Description:** Advanced study and practicum in writing feature-length screenplays with emphasis on creating works for production, sale, and/or publication. **Prerequisite(s):** CIN 253, CIN 255, and CIN 342.**CIN 450 Independent Project Credits: 1-3****Typically Offered:** Fall, Spring.**Course Description:** Independent projects developed in consultation with a departmental faculty mentor. May be repeated for up to 6 credit hours. **Prerequisite(s):** Junior standing, declared departmental major, minimum overall GPA of 2.5 and departmental approval.

**CIN 472 Business of Film Credits: 3**

**Typically Offered:** Departmental Discretion.

**Course Description:** This course will focus on how professional film/video projects are financed, produced, distributed, marketed and exhibited. It will survey the contemporary marketplace, its pitfalls and practices, and propose workable strategies and solutions to market your work while protecting your rights as an artist. **Prerequisite(s):** CIN 377.

**CIN 477 Directing Credits: 3**

**Typically Offered:** Fall.

**Course Description:** Examination of various theories and techniques of directing including script analysis and interpretation, directing actors for film and video, mise-en-scene, coverage, and continuity along with focus on set issues including lighting, set design, lens selection, and blocking.

**Prerequisite(s):** CIN 335, CIN 345, and CIN 377.

**CIN 480 Portfolio II Credits: 1**

**Typically Offered:** Fall, Spring.

**Course Description:** This is a workshop course for graduating seniors which includes resume, resume reel and job search preparation in addition to compiling a passing graduation portfolio consisting of a resume, cover letter, head shot (for actors), reflective self-analysis and a collection of writings, production projects and recorded audition and performance pieces from their major courses and productions during their college career. Course must be completed during one of the last two semesters prior to graduation. Course is graded on a pass/fail basis.

**CIN 495 Thesis Credits: 3**

**Typically Offered:** Spring.

**Course Description:** Designed for hands-on and special projects in video production, using both studio and remote locations. Students serve in pre-assigned crew positions. **Prerequisite(s):** CIN 477.

## Dance (DAN)

**DAN 101 Beginning Dance Credits: 2**

**Typically Offered:** Fall, Spring.

**Course Description:** A beginning movement course in dance techniques and styles including elements of ballet and modern dance techniques. Emphasis is on body alignment, basic movement vocabulary and creativity. The course includes beginning instruction in theory and technique. Designed for students with little or no dance experience. Variable content course. Proper attire required. May be repeated for up to 8 hours of credit. Meets General Studies Category 5, Line 2 physical activity course.

**DAN 110 Tap Dance I Credits: 2**

**Typically Offered:** Fall.

**Course Description:** A beginning-level dance course in tap dance. Steps and methods of tap including dance terminology and rhythmic awareness, coordination, clarity of sound, and tap styles. Meets two days a week. Tap shoes required. Meets General Studies Category 5, Line 2 physical activity course. May be repeated for up to 8 hours of credit.

**DAN 111 Jazz Dance I Credits: 2**

**Typically Offered:** Spring.

**Course Description:** A beginning-level dance course in historical, musical and contemporary jazz dance technique. Class consists of a warm-up, across the floor and center combinations. Meets two days a week. Meets General Studies Category 5, Line 2 physical activity course. May be repeated for up to 8 hours of credit. **Prerequisite(s):** DAN 101 or instructor approval.

**DAN 112 Modern Dance I Credits: 2**

**Typically Offered:** Spring.

**Course Description:** A beginning-level dance course in contemporary modern dance technique. Class includes warm-up, center work, traveling movements and combinations, which promote stability, strength, movement of the torso, and alignment. Meets two days a week. Meets General Studies Category 5, Line 2 physical activity course. May be repeated for up to 8 hours of credit. **Prerequisite(s):** DAN 101 or instructor approval.

**DAN 114 Ballet Credits: 2**

**Typically Offered:** Fall.

**Course Description:** A beginning-level dance course in classical ballet technique. Emphasizes discipline, coordination, musicality, strength and flexibility. Includes barre, centre, adagio, allegro and reverence. This course meets three hours per week. Proper attire including pink (women) or black (men) ballet shoes required. Meets General Studies Category 5, Line 2 physical activity course. May be repeated for up to 8 hours of credit. **Prerequisite(s):** DAN 101 or instructor approval.

**DAN 120 Dance Performance Credits: 1**

**Typically Offered:** Departmental Discretion.

**Course Description:** Directed student dance performance opportunity in order to focus on dance as a performing art. Dancers perform in front of an audience. The number of hours per week is determined by the choreographer/director on a project-to-project basis. Requires instructor approval. Meets General Studies Category 5, Line 2 physical activity course. May be repeated for up to 4 hours of credit.

**DAN 210 Tap Dance II Credits: 2**

**Typically Offered:** Spring.

**Course Description:** A continuation of Tap Dance I. Students will build on their skills in tap, method, dance terminology, rhythmic awareness, clarity of sound, coordination and tap styles. Tap shoes are required. **Prerequisite(s):** DAN 110 or instructor approval.

**DAN 211 Jazz Dance II Credits: 2**

**Typically Offered:** Spring.

**Course Description:** An intermediate-level dance course. Emphasizes precise and consistent technique, flexibility, balance, control and retaining long combinations in a variety of jazz styles. Class includes warm-up, floor work, center, traveling, and dance combinations. This course meets two days a week. Proper attire required. Meets General Studies Category 5, Line 2 physical activity course. May be repeated for up to 8 hours of credit. **Prerequisite(s):** DAN 111 or instructor approval.

**DAN 212 Modern Dance II Credits: 2**

**Typically Offered:** Fall.

**Course Description:** An intermediate-level dance course in contemporary modern technique. Emphasis on release techniques, rhythmic precision, and spatial principles through extended complex combinations and athleticism. This class meets two days a week. Proper attire required. Meets General Studies Category 5, Line 2 physical activity course. May be repeated for up to 8 hours of credit. **Prerequisite(s):** DAN 112 or instructor approval.

**DAN 214 Dance History Credits: 3**

**Typically Offered:** Spring (even-numbered years).

**Course Description:** Examines theatrical forms of dance in historical and cultural contexts. Major topics in dance history are examined as they pertain to the development of dance as an art form in modern society. This course meets three hours a week.

**DAN 310 Dance Improvisation Credits: 2****Typically Offered:** Fall.**Course Description:** Explores spontaneous choreography and movement. Studies include solo and group improvisation as well as in-studio and site-specific work. This course meets 2 days a week. Proper attire required. May be repeated for up to 8 hours of credit. **Prerequisite(s):** DAN 112 or DAN 212 or instructor approval.**DAN 312 Dance Choreography Credits: 2****Typically Offered:** Spring (odd-numbered years).**Course Description:** Explores the choreographic process. Students learn choreographic approaches and present solo and group choreographed dance projects. Meets two days a week. May be repeated for up to 4 hours of credit. **Prerequisite(s):** DAN 111 or DAN 211, DAN 114, DAN 112 or DAN 212 or instructor approval.

## Speech and Theatre (Bachelor of Science in Education, B.S.E.) Requirements

The Bachelor of Science in Education degree with a major in Speech and Theatre leads to certification to teach Speech and Theatre in schools. Students who pursue this program should consider teaching as their immediate career goal.

Code	Title	Credit Hours
<b>General Studies</b>		
Students must complete General Studies courses (p. 19)		42-47
<b>Major Requirements</b>		
COM 104	Oral Communication	3
COM 205	Introduction to Mass Media	3
COM 210	Presentational Communication	3
COM 222	Communication Theory	3
COM 314	Persuasion	3
COM 324	Small Group Communication	3
COM 334	Argumentation and Debate	3
COM 342	Intercultural Communication	3
COM 465	Methods of Teaching Speech and Drama	3
THR 221	Technical Production 1	3
THR 222	Technical Production 2	3
THR 228	Acting I	3
THR 275	Script Analysis	3
THR 328	Acting II	3
THR 348	Directing for the Stage I	3
THR 389	Scenic Design	3
	or THR 393 Stage Lighting	
Select three credit hours in Theatre or Cinema courses numbered 200 or higher		3
<b>Education Professional Sequence</b>		
Students must complete the Professional Sequence (p. 222)		33

## Graduation Requirements

1. Earn a minimum of 120 credit hours, including 60 from a senior college (100 level and higher, maximum of 6 CED credit hours applicable).
2. Earn a minimum of 30 credit hours in upper-division courses. Lower-division transfer courses accepted as meeting upper-division departmental course requirements cannot be used to fulfill this requirement.
3. Earn 30 of the last 45 credit hours at MWSU in institutional coursework (exclusive of credit by examination).
4. Participate in required departmental and campus wide assessments.
5. Earn an overall GPA of at least 2.75, a major GPA of 3.0 and a minimum 3.0 GPA in Education coursework.
6. Fulfill the Missouri Constitution requirement.

## Theatre and Cinema (Bachelor of Arts, B.A.) Requirements

Code	Title	Credit Hours
<b>General Studies</b>		
Students must complete General Studies courses (p. 19)		42-47
<b>Core Requirements</b>		
CIN 100	Introduction to Film	3
CIN 245	Production I	3
THR 140	Production Participation	4
THR 221	Technical Production 1	3
THR 222	Technical Production 2	3
THR 228	Acting I	3
THR 275	Script Analysis	3
THR 367	History of Theatre	3
Select one of the following:		3
CIN 361	Cinema Internship	
THR 361	Theatre Internship	
THR 362	Summer Theatre Apprenticeship	
Select one of the following:		1
CIN 280	Portfolio I	
THR 281	Sophomore Portfolio	
Select one of the following: <sup>1</sup>		1
CIN 480	Portfolio II	
THR 480	Senior Portfolio	
Select an elective course from Cinema, Dance, Music or Theatre		1
<b>Bachelor of Arts Foreign Language Requirement</b>		
Credit hours in one foreign language		12
<b>Concentration</b>		
Select one of the following concentrations:		27
Cinema		
Musical Theatre		
Theatre		

<sup>1</sup> This requirement must be completed in one of the last 2 semesters prior to graduation.



## Cinema Concentration

Code	Title	Credit Hours
<b>Concentration Requirements</b>		
CIN 120	Film Theory and Criticism	3
CIN 253	Audio Production	3
CIN 255	Editing I	3
CIN 335	Motion Picture Lighting	3
CIN 342	Screenwriting	3
CIN 345	Production II	3
CIN 377	Producing	3
CIN 477	Directing	3
CIN 495	Thesis	3
Total Credit Hours		27

## Musical Theatre Concentration

Code	Title	Credit Hours
<b>Concentration Requirements</b>		
MUS 106	Basic Keyboard Skills I	2
MUS 109	Functional Voice Class	1
MUS 189-MUS 489		4
THR 326	Techniques of Musical Theatre Performance	3
THR 348	Directing for the Stage I	3
THR 368	History of Musical Theatre	3
DAN 110	Tap Dance I	2
or DAN 210	Tap Dance II	
DAN 111	Jazz Dance I	2
or DAN 211	Jazz Dance II	
DAN 112	Modern Dance I	2
or DAN 212	Modern Dance II	
DAN 114	Ballet	2
DAN 120	Dance Performance	1
DAN 312	Dance Choreography	2
Total Credit Hours		27

## Theatre Concentration

Code	Title	Credit Hours
<b>Concentration Requirements</b>		
THR 328	Acting II	3
THR 348	Directing for the Stage I	3
THR 331	Fundamentals of Design	3
Select eighteen credit hours from the following:		12
CIN 340	Acting for the Camera	
THR 276	Stage Properties	
THR 325	Stage Management	
THR 327	Voice Over	
THR 329	Stage Makeup	
THR 337	Theatre for Children and Youth	
THR 360	Playwriting	
THR 371	Advanced Costume Techniques	
THR 379	Period Styles	
THR 383	Theatre History II	

THR 389	Scenic Design	
THR 393	Stage Lighting	
THR 422	Advanced Stage Makeup	
THR 448	Directing for the Stage II	
THR 475	Dramaturgy	
Total Credit Hours		21

## Graduation Requirements

1. Earn a minimum of 120 credit hours, including 60 from a senior college (100 level and higher, maximum of 6 CED credit hours applicable).
2. Earn a minimum of 30 credit hours in upper-division courses. Lower-division transfer courses accepted as meeting upper-division departmental course requirements cannot be used to fulfill this requirement.
3. Earn 30 of the last 45 credit hours at MWSU in institutional coursework (exclusive of credit by examination).
4. Participate in required departmental and campus wide assessments.
5. No more than one D permitted in major coursework.
6. Earn an overall GPA of at least 2.0 and a major GPA of at least 2.0.
7. Earn 12 credit hours in one foreign language.
8. Fulfill the Missouri Constitution requirement.

## Cinema Minor

### Requirements

Code	Title	Credit Hours
<b>Minor Requirements</b>		
CIN 100	Introduction to Film	3
CIN 245	Production I	3
CIN 255	Editing I	3
CIN 342	Screenwriting	3
THR 275	Script Analysis	3
Select six additional credit hours in Cinema numbered 300 or higher		6
Total Credit Hours		21

## Graduation Requirements

1. Have a valid and declared major on file (minors cannot be awarded in the same areas as the major, emphasis or concentration).
2. Earn a minimum of 3 credit hours beyond the major, emphasis, concentration and/or general studies requirements.
3. Earn a minor GPA of at least 2.0.

## Dance Minor

### Requirements

Code	Title	Credit Hours
<b>Minor Requirements</b>		
DAN 110	Tap Dance I	2
or DAN 210	Tap Dance II	
DAN 111	Jazz Dance I	2
or DAN 211	Jazz Dance II	
DAN 112	Modern Dance I	2

or DAN 212	Modern Dance II	
DAN 114	Ballet	2
DAN 120	Dance Performance	1
DAN 214	Dance History	3
DAN 310	Dance Improvisation	2
DAN 312	Dance Choreography	2
Select five credit hours from the following: <sup>1</sup>		5
DAN 101	Beginning Dance	
DAN 110	Tap Dance I	
or DAN 210	Tap Dance II	
DAN 111	Jazz Dance I	
or DAN 211	Jazz Dance II	
DAN 112	Modern Dance I	
or DAN 212	Modern Dance II	
DAN 120	Dance Performance	
Total Credit Hours		21

<sup>1</sup> All courses may be repeated for credit

## Graduation Requirements

1. Have a valid and declared major on file (minors cannot be awarded in the same areas as the major, emphasis or concentration).
2. Earn a minimum of 3 credit hours beyond the major, emphasis, concentration and/or general studies requirements.
3. Earn a minor GPA of at least 2.0.

## Musical Theatre Minor Requirements

This minor is available only to students who are Speech/Theatre and Vocal Music majors.

Code	Title	Credit Hours
<b>Minor Requirements</b>		
THR 140	Production Participation	3
THR 228	Acting I	3
THR 326	Techniques of Musical Theatre Performance	3
Select three credit hours in Theatre		3
MUS 109	Functional Voice Class	1
MUS 189-MUS 489	Applied Voice	4
Select three credit hours in Theatre, Music or Dance		3
Select four credit hours from the following:		4
DAN 110	Tap Dance I	
DAN 111	Jazz Dance I	
DAN 112	Modern Dance I	
DAN 114	Ballet	
DAN 120	Dance Performance	
DAN 210	Tap Dance II	
DAN 211	Jazz Dance II	
DAN 212	Modern Dance II	
Total Credit Hours		24

## Graduation Requirements

1. Have a valid and declared major on file (minors cannot be awarded in the same areas as the major, emphasis or concentration).
2. Earn a minimum of 3 credit hours beyond the major, emphasis, concentration and/or general studies requirements.
3. Earn a minor GPA of at least 2.0.

## Speech and Theatre Minor Requirements

Code	Title	Credit Hours
<b>Minor Requirements</b>		
COM 210	Presentational Communication	3
or COM 334	Argumentation and Debate	
COM 305	Interpersonal Communication	3
or COM 324	Small Group Communication	
COM 465	Methods of Teaching Speech and Drama	3
THR 113	Introduction to Theatre	3
THR 221	Technical Production 1	3
THR 228	Acting I	3
THR 275	Script Analysis	3
THR 348	Directing for the Stage I	3
Total Credit Hours		24

Additional coursework is necessary for teaching certification.

## Graduation Requirements

1. Have a valid and declared major on file (minors cannot be awarded in the same areas as the major, emphasis or concentration).
2. Earn a minimum of 3 credit hours beyond the major, emphasis, concentration and/or general studies requirements.
3. Earn a minor GPA of at least 2.0.

## Theatre Minor Requirements

Code	Title	Credit Hours
<b>Minor Requirements</b>		
THR 140	Production Participation	2
THR 221	Technical Production 1	3
THR 228	Acting I	3
THR 275	Script Analysis	3
THR 367	History of Theatre	3
Select six credit hours in Theatre numbered 300 or higher		6
Total Credit Hours		20

## Graduation Requirements

1. Have a valid and declared major on file (minors cannot be awarded in the same areas as the major, emphasis or concentration).
2. Earn a minimum of 3 credit hours beyond the major, emphasis, concentration and/or general studies requirements.
3. Earn a minor GPA of at least 2.0.

# COLLEGE OF LIBERAL ARTS & SCIENCES

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Programs in the College of Liberal Arts and Sciences provide opportunities for development of both the intellectual and technical skills necessary for professional competence. In-class experiences are supplemented with laboratory classes, field experiences, student/faculty collaborative research, and internships. Additionally, students focus on formal and informal writing processes, and application of computer technologies. These experiences provide learning situations that emphasize the combination of theory and hands-on practice.

Liberal Arts and Sciences faculty encourage students to reflect on the value of individual and organizational integrity, to develop personal and professional respect for others, to foster international/intercultural sensitivity, and to promote personal and social responsibility.

The College of Liberal Arts and Sciences provides the core of the university's general education program. Individually, and as a part of a team, students learn to:

- Communicate ideas effectively
- Develop critical, analytical, and quantitative skills
- Use the scientific process in daily living
- Compare, contrast, and evaluate ideas
- Develop historical frameworks in which to evaluate current and possible future events

These components of a liberal arts education allow students to become capable, well-rounded human beings, knowledgeable citizens, and productive members of society. Liberal Arts and Sciences graduates are valued by graduate and professional schools, by employers in business and nonprofit organizations, and in other careers where flexibility, creativity, and problem-solving are required.

## Liberal Arts and Sciences Areas of Focus

A student graduating with a major in any of the disciplines within the College of Liberal Arts and Sciences (except Medical Laboratory Science) is required to take one course designated as **LAS Writing** and a second course designated as **LAS Computer Literacy**. In addition, students with majors in the following departments are required to take one course designated **LAS Ethics**, and another course designated **LAS International/Intercultural**.

- Communication & Journalism
- Economics, Political Science and Sociology
- English & Modern Languages
- History and Geography
- Philosophy and Religion
- Psychology

For students with majors in other LAS departments, it is only recommended that they take an **LAS Ethics** and an **LAS International/Intercultural** course. If a course is designated in more than one area,

the student must choose which one of the four area requirements it will satisfy.

1. **LAS Writing.** A course in which faculty assign students both formal and informal writing in order to increase student learning, improve student writing, and initiate students into discipline-specific forms of written communication.
2. **LAS Computer Literacy.** A course designed to teach discipline-specific computer software and hardware. A partial list of skills which may be taught include: data collection and analysis, word processing, desktop publishing, ethical or human issues of computing, discipline-specific applications of computer technology.
3. **LAS Ethics.** A course in which issues of ethical concern to professionals in their major field of study are addressed. These courses will give significant attention to professional codes of ethics, case studies identifying ethical dilemmas, or issues of contemporary (or historical) social concern.
4. **LAS International/Intercultural.** A course which presents a significant recognition, awareness, and understanding of cultural or international diversity.

These courses are designated in the course descriptions listed with each academic department. Preferably, students will take these courses within their major; however, students may choose to fulfill this requirement with courses outside their major.

## Liberal Arts & Sciences (LAS) Area of Focus Courses

Department	LAS Writing	LAS Computer Literacy	LAS Ethics	LAS International Intercultural
Biology	BIO 105 BIO 106	BIO 225		
Chemistry	CHE 495	CHE 321 CHE 381 CHE 382		
Communication & Journalism	COM 215 COM 305 COM 342 COM 345 COM 382 JOU 302	COM 320 COM 382 JOU 327	COM 210 COM 215 COM 411 COM 415 COM 465 JOU 303	COM 338 COM 342 COM 345 COM 488 JOU 303
Computer Science, Mathematics & Physics	CSC 400 CSC 406 MAT 206 MAT 416	CSC 184 MAT 217 MAT 317		

English & Modern Languages	ENG 301	ENG 465	ENG 364	ENG 326
	ENG 385	EPR 422	ENG 426	ENG 352
	ENG 386	ETC 200	ETC 200	ENG 353
	ENG 400	ETC 326	FRE 322	ENG 354
	EPR 422	ETC 340	FRE 432	ENG 355
	ETC 424	ETC 424	SPA 322	ENG 357
	FRE 207	FRE 302		ENG 361
	FRE 307	SPA 332		ENG 473
	FRE 422			ETC 421
	FRE 442			FRE 206
	SPA 302			FRE 207
	SPA 315			FRE 306
				FRE 307
				FRE 322
				FRE 340
				GER 340
			SPA 248	
			SPA 250	
			SPA 322	
			SPA 332	
			SPA 340	
			SPA 348	
			SPA 350	
			SPA 422	
			SPA 432	
Economics, Political Science & Sociology	ECO 367	ECO 460	ECO 362	ECO 461
	ECO 462	ECO 464	ECO 365	ECO 463
	PSC 310	PSC 300	ECO 375	PSC 200
	PSC 327	SOC 460	ECO 376	PSC 340
	PSC 370		PSC 310	PSC 380
	PSC 390		PSC 312	PSC 400
	PSC 420		PSC 370	SOC 315
	SOC 440		SOC 360	SOC 400
			SOC 430	
History & Geography	HIS 300	GEO 210		GEO 320
	HIS 301			HIS 320
	HIS 302			HIS 336
	HIS 310			HIS 370
Philosophy & Religion	PHL 257	PHL 260	PHL 310	PHL 370
	PHL 301		PHL 312	REL 260
	PHL 310		PHL 330	REL 361
			REL 361	REL 370
Psychology	PSY 303	PSY 300	PSY 301	PSY 222
	PSY 490	PSY 415	PSY 303	PSY 230
			PSY 400	PSY 260

- Dentistry (Biology Department or Chemistry Department)
- Engineering (Computer Science, Math and Physics Department)
- Journalism (Communication & Journalism Department)
- Law (History and Geography Department or Economics, Political Science, and Sociology Department)
- Medicine (Biology Department or Chemistry Department)
- Med-Tech (Chemistry Department)
- Optometry (Biology Department or Chemistry Department)
- Pharmacy (Chemistry Department)
- Physical Therapy (Biology Department or Chemistry Department))
- Vet-Medicine (Biology Department or Chemistry Department))

Additional preprofessional programs can be found in the College of Professional Studies section.

## Departments

- Biology (p. 107)
- Chemistry (p. 119)
- Communication and Journalism (p. 130)
- Computer Science, Mathematics and Physics (p. 139)
- Economics, Political Science and Sociology (p. 150)
- English and Modern Languages (p. 159)
- History and Geography (p. 178)
- Philosophy and Religion (p. 185)
- Psychology (p. 192)

## Preprofessional Studies

Preprofessional is a category for students who intend to enter a professional school after graduating with their bachelor's degrees or to transfer to another university for the completion of their studies. Students choosing preprofessional studies should select a transfer institution early and should work closely with their academic advisor. "Preprofessional" study areas such as pre-law, pre-dentistry, pre-physical therapy, pre-pharmacy, and pre-veterinary medicine are not majors. They are officially recognized areas of academic interest. Identifying your pre-professional interest will enable your academic advisor to provide you with a wide range of support to realize your goals.

Preprofessional studies in the College of Liberal Arts and Sciences and the advising departments include:

## Department of Biology

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Biology students study all forms of life at the molecular, organismal, and population levels of complexity. Students work in well-equipped laboratories using current tools and techniques, and in the department's campus natural area where students study life in its natural environment. Independent research and special problems courses are offered for advanced students.

The biology curriculum consists of core courses taken by all biology majors, followed by biology electives in specific areas. The department curriculum provides excellent preparation for prospective science teachers, graduate students, and research biologists, among others, and for professional programs in medicine, dentistry, and veterinary medicine.

Earth Science and Physical Science (for the elementary teacher) are also listed in the Biology Department.

## Missouri Western's Medical School Admissions Programs

### Kansas City University of Medicine and Biosciences: Early Matriculation Partners Program

Missouri Western students have the opportunity to be selected into the Partners Program with the Kansas City University of Medicine and Biosciences (KCU). This program is designed for outstanding students interested in Osteopathic Medicine to enter KCU following their junior year. Following successful completion of the first year of medical school at KCU, appropriate credits will be transferred to MWSU and students will be awarded a Bachelors of Science degree majoring in Biology/Health Science concentration. Students will be selected in the sophomore year based on the following criteria: 1) ACT score- 28 minimum, 2) Freshman year academic performance (minimum 3.25 GPA/3.50 Science GPA), 3) Community service, 4) Extracurricular activities, 5) Physician shadowing experiences, 6) Knowledge of and dedication to the field of osteopathic medicine.

To be considered, students must make application to the committee no later than the advertised deadline, typically November 1st, of the fall semester of the sophomore year. Selection of qualified applicants will be made by the Missouri Western Health Professions Advisory Committee following an interview. Selected students will then complete an online application with KCU and complete the required steps. Final selection into the Partners Program is made by the KCU Admissions Committee.

Selected students must declare a Biology/Health Science Emphasis major at MWSU and complete the following academic requirements by the end of the junior year:

A minimum of 94 credits, including:

Code	Title	Credit Hours
All MWSU general studies courses required for graduation		
All MWSU Biology Major Core Requirements		
PHY 111	College Physics II	4
Select a minimum of three of the following courses:		
BIO 250	Anatomy and Physiology	5

BIO 311	Animal Physiology	4
BIO 390	Microbiology	4
BIO 410	Molecular Cell Biology	4
BIO 411	Developmental Biology	4
BIO 416	Vertebrate Biology	4
BIO 421	Immunology	4
BIO 430	Molecular Basis of Disease	4
BIO 441	Virology	4

To remain in the Partners Program, students must maintain an overall GPA of 3.25 and a science GPA of 3.5 with all science classes earning a grade of "C" or better. Failure to maintain these academic standards will result in dismissal from the program. The MCAT will not be required for admission through this early matriculation Partners Program. However, selected students must attend a mandatory course conducted at KCU following the junior year and prior to matriculation. Additional details and application material can be obtained through the MWSU Department of Biology or visit <http://kcumb.edu/programs/partner-programs>

### A. T. Still University's Kirksville College of Osteopathic Medicine: Still Scholars Early Acceptance Program

The Still Scholars Early Acceptance Program is designed to provide early admission to outstanding pre-medical students who have as their goal to become Doctors of Osteopathic Medicine at A.T. Still University's Kirksville College of Osteopathic Medicine (ATSU-KCOM), without the requirement to complete the MCAT. This program encourages students to focus on developing strong academic and leadership skills, yet allows them to focus on their undergraduate experience without the additional pressures of preparing for the MCAT. In addition, Still Scholars are awarded an academic scholarship for medical school upon entry to ATSU – KCOM.

#### Applicant Criteria

- Minimum grade point average (GPA) of 3.40 cumulative and science
- Submission of application and official transcripts by specified date. Information and application is located at: [https://www.atsu.edu/kcom/admissions/preparing\\_do\\_admission/still\\_scholars/index.htm](https://www.atsu.edu/kcom/admissions/preparing_do_admission/still_scholars/index.htm)

#### Application Process

Students may apply to be a Still Scholar after completing a minimum of two years of undergraduate education, but have no less than two years of full-time coursework left in their curricular requirements prior to graduation. Students must have attended school full-time for a minimum of two years of their undergraduate college experience, and courses that meet the academic pre-requisites must have been taken in a traditional residential setting (not on-line). Applications will be due to the MWSU Health Professions Advisory Committee on April 1 for review. Qualified applicants will be interviewed by the committee and applications of students selected for nomination must be received by ATSU Admissions (from the Pre-Health Advisor) on or before June 1.

#### Application Criteria

1. Completed Application with Essays
2. Three evaluation forms/current letters of recommendation (one from each of the following):
  - Academics: Pre-Health Professions Advisor OR Science Faculty Member
  - Clinical or Work Experience: Health Professional or Employer/Supervisor\*
  - Community Involvement: Extra-Curricular Organization Advisor\*

\*If a letter cannot be provided, another faculty member's evaluation will be accepted

3. Overall strong academic record (3.40 or higher cumulative GPA; 3.40 or higher science GPA)
4. Transcript(s) showing the completion of at least 75% of the following academic coursework to demonstrate successful fulfillment of all academic requirements for ATSU-KCOM's Still Scholars Program:
  - Biology with Lab: Two completed courses (8 semester hours/12 quarter hours)
  - General Chemistry with Lab: Two completed courses (8 semester hours/12 quarter hours)
  - Organic Chemistry with Lab: Two completed courses (8 semester hours/12 quarter hours)
  - General Physics with Lab: Two completed courses (8 semester hours/12 quarter hours)
  - English: Two completed courses (6 semester hours/8 quarter hours)

Students must have received a grade of "B" or above in the previously listed courses from a U.S., regionally accredited college or university at the time of their Still Scholars application.

### Selection Criteria

Applicants will interview in early Fall following their sophomore year. Selected students (maximum of 15) will be awarded reserved admissions to ATSU – KCOM at the beginning of their junior year. The ATSU – KCOM selection committee will rank the top students using the following criteria:

- Overall academic record
- Fulfillment of academic requirements with a minimum grade of "B" in each required course
- Proven commitment to osteopathic medicine based on required essays
- Community service/Leadership positions held
- Evaluation forms/Letters of recommendation
- Successful interview with the KCOM selection committee

### Participant Criteria

- Maintain a minimum GPA of 3.40 cumulative and science
- Continue to gain clinical experience/exposure (>200 hours total is highly recommended)
- Continue community service/leadership opportunities
- Demonstrate commitment to osteopathic medicine
- Participate in all ATSU – KCOM Still Scholars Events/Activities (on-line and on-campus)
- Complete ATSU – KCOM pre-requisites and required coursework to earn BA/BS degree
- Maintain accurate contact information with ATSU Admissions
- Participate in ATSU – KCOM final pre-matriculation review
- Complete AACOMAS application by July 1 prior to senior year
- Complete ATSU – KCOM secondary application by August 1 prior to senior year

All prescribed courses in the baccalaureate program of the applicants' choice must be taken at Missouri Western State University. Any deviation from the required courses requires written approval from the Pre-Health Advisor and from ATSU Admissions. Participants must matriculate within one year of graduation from Missouri Western State University.

A.T. Still University – Kirksville College of Osteopathic Medicine reserves the right, at any time, to reject a student deemed unsuitable for the program. In addition, acceptance will be withdrawn if application is made to another medical/osteopathic school, if participant criteria are not met, if academic, ethical or moral violation occurs, or if a personal change in career choice is made. Additional details and information can be obtained through the MWSU Department of Biology or at [http://www.atsu.edu/kcom/admissions/preparing\\_DO\\_admission/still\\_scholars/index.htm](http://www.atsu.edu/kcom/admissions/preparing_DO_admission/still_scholars/index.htm)

## University of Missouri - Kansas City, School of Medicine: Medical Scholars Program

The UMKC School of Medicine offers a Medical Scholars program that would offer early and guaranteed admission to Missouri Western State University students interested in applying to medical school. This program would offer early admission into the School of Medicine's M.D. Program for students currently in their sophomore or junior year of college.

### Application Timeline

**May 1: Medical Scholars Program Application** ([http://www.med.umkc.edu/med\\_admissions/med\\_scholars/Med\\_Scholars.pdf](http://www.med.umkc.edu/med_admissions/med_scholars/Med_Scholars.pdf)) becomes available.

Current college students may apply to the program during the summer between their sophomore and junior year or junior and senior year of college.

### September 1: Application deadline.

The School of Medicine Medical Scholars program application is due by this date. All supporting documents must also be postmarked by this date, including college transcripts, personal statement, resume, and letters of recommendation.

### Requirements for Consideration

In order to be considered for the Medical Scholars program, a student must meet the following requirements:

- Obtain a cumulative GPA of 3.5 or higher at the end of the sophomore year.
- Earn a grade of "B" or higher in science coursework.
- Students must present a full application which will include the following:
  - Medical Scholars Program Application ([http://www.med.umkc.edu/med\\_admissions/med\\_scholars/Med\\_Scholars.pdf](http://www.med.umkc.edu/med_admissions/med_scholars/Med_Scholars.pdf)).
  - College transcript displaying grades through the point of application.
  - Personal statement or essay addressing the following:

What has motivated you to study medicine? Why are you interested in the UMKC Medical Scholars program?

- Résumé or CV, highlighting specific health care experiences.
- A minimum of three letters of recommendation, including at least one from a faculty member.

### Final Requirements for Students Admitted to the Medical Scholars Program

Matriculation to the UMKC School of Medicine is conditional upon meeting the following requirements:

- Earn a baccalaureate degree prior to entering the School of Medicine in January of the chosen year.
- Earn a combined MCAT score of 500 or higher.

- Earn a cumulative GPA of 3.5 or higher.
- Earn a GPA of 3.5 or higher in the following pre-requisite courses:
  - A minimum 19 hours of Chemistry that includes:
    - Two semesters of general chemistry with lab
    - One semester of organic chemistry
    - One semester of biochemistry (an upper level course)
  - A minimum 14 hours of Biology that includes:
    - One semester of general Biology with lab
    - One semester of genetics
    - One semester of cell biology.
- Students must earn a grade of “B” or better in all pre-requisite coursework.
- At graduation, provide a letter of support from an academic advisor or faculty member addressing citizenship.
- Submit to and pass a criminal background check prior to matriculation to the School of Medicine.
- Submit the School of Medicine Technical Standards ([http://www.med.umkc.edu/med\\_admissions/Technical\\_Standards.pdf](http://www.med.umkc.edu/med_admissions/Technical_Standards.pdf)) sheet.

### Instructions for Application

An application will NOT be reviewed until all supporting documents have been received. When all application materials have been received, the Council on Selection in the School of Medicine will review all complete applications. All application materials must be postmarked by September 1.

Students applying for admission to the School of Medicine Medical Scholars Program must submit the following documents to:

UMKC School of Medicine  
Office of Admissions/Council on Selection  
2411 Holmes Street  
M1-103  
Kansas City, MO 64108

- The School of Medicine Medical Scholars Program application
- Official college transcripts
- Personal statement
- Résumé
- Three letters of recommendation. These should be submitted directly to the School of Medicine by professors, advisors, or others who can speak to your academic ability and personal characteristics.

After the review of all complete applications by the Council on Selection in the School of Medicine, candidates will be selected for interview. If selected for an interview, applicants will be required to be present at the date and time of the interview. All applicants invited to interview must interview in person at the School of Medicine. Phone interviews will not be permitted. After all applicants invited have been interviewed, the Council on Selection will extend offers of guaranteed admission to those candidates who best qualify for the Medical Scholars Program. Applicants will be notified in writing of the decision. Additional details and information can be obtained through the MWSU Department of Biology or at [http://www.med.umkc.edu/med\\_admissions/Med\\_Scholars\\_Program.shtml](http://www.med.umkc.edu/med_admissions/Med_Scholars_Program.shtml)

## University of Missouri-Columbia, School of Medicine: Bryant Scholars Program

The University of Missouri-School of Medicine established the Lester R. Bryant Pre-Admissions Program in 1995 to attract students who have both a rural background and an interest in practicing rural medicine for pre-admission to the MU School of Medicine. Students must meet the following criteria to be eligible to apply to the Bryant Scholars Program.

Applicants must:

- Be in the process of completing their sophomore (second) year in college
- Show evidence of high academic achievement during high school
- Show high academic achievement during the first two years of college. Applicants must have minimum 3.3 cumulative GPA and minimum 3.3 Math/Science GPA
- Have A or B (B minus is accepted but reviewed on a case by case basis) grades in required lecture/lab courses already taken at the time of application
- Show evidence of leadership and interest in a variety of extracurricular activities
- Be a Missouri resident
- Have graduated from a rural Missouri high school as defined by the National Center for Education Statistics (NCES)
- Be full-time enrolled at a Missouri public or independent four-year college or university

Applications and supporting materials are due **June 1st** to MU School of Medicine. Only complete applications with all required application materials will be considered. It is the responsibility of the applicant to ensure all required materials are received by MU School of Medicine. Applications or supporting materials postmarked after June 1st will not be considered.

Additional details can be obtained through the MWSU Department of Biology or find the most up-to-date information, program requirements, required coursework, application material, and more at <http://medicine.missouri.edu/ahcc/pre-admissions.html>. Please review this web site carefully.

## Admission Admission Requirements

Majors in the department which have admission requirements are listed below. Majors which are not listed on this page do not have specific requirements for admission. Information about the recommended coursework a student might take prior to declaring the major can be obtained from the department.

### Natural Science in Biology (Education)

- ACT composite score on file
- Successful completion of the Missouri General Education Assessment (MoGEA)
- Overall GPA of 2.75
- Education course GPA of 3.0
- Content area GPA of 3.0
- Satisfactory completion of EDU 202/203







**BIO 360 Development of Federal Wildlife Law Credits: 3**

**Typically Offered:** Fall (even-numbered years), Summer (online on demand).

**Course Description:** Introduction to the principles of federal wildlife law as currently practiced in the United States. The course will survey the historical and constitutional origins of federal wildlife law and discuss the influence major statutes currently in effect exert on the biopolitics and daily practice of wildlife resource management and conservation. Three hours lecture, including discussions and/or special topics.

**BIO 375 Pathophysiology Credits: 4**

**Typically Offered:** Fall, Spring.

**Course Description:** The etiology, pathogenesis, and manifestations of human diseases, with an emphasis on underlying pathophysiological mechanisms. **Prerequisite(s):** A grade of C or higher in BIO 250 or BIO 311.

**BIO 380 Biology Teaching: Materials and Methods Credits: 3**

**Typically Offered:** Spring (even-numbered years).

**Course Description:** This course provides pre-service secondary biology teachers with opportunities to develop a framework that can be used to coordinate biological concepts and techniques obtained from science courses with pedagogical concepts and methods from education classes and teaching experiences. The development of a science teaching portfolio is required. Students enrolled in this course must also be available to work in one of the scheduled BIO 101 labs. **Prerequisite(s):** 20 credit hours in science.

**BIO 385 Herpetology Credits: 4**

**Typically Offered:** Spring (even-numbered years).

**Course Description:** Natural history of the amphibians and reptiles, including ecology, biology, evolution, and anatomy, with an emphasis on local species. Three hours lecture and one, three-hour lab each week. One weekend field trip is required. **Prerequisite(s):** A grade of C or higher in BIO 106 and BIO 225.

**BIO 390 Microbiology Credits: 4**

**Typically Offered:** Fall.

**Course Description:** Identification, characteristics, and importance of microorganisms; application to human needs, infection and immunity. Three hours lecture and three hours lab per week. **Prerequisite(s):** A grade of C or higher in BIO 205.

**BIO 407 Plant Morphology Credits: 4**

**Typically Offered:** Spring (odd-numbered years).

**Course Description:** This course discusses the morphological and anatomical features of plants within the context of their development, evolution, and diversity. Emphasis is also placed on surveying mechanisms affecting morphological and anatomical diversification. Laboratory and field investigations focus on modern techniques used in comparative plant morphology-, anatomy- and development investigations. Three hours lecture, two hours lab. **Prerequisite(s):** A grade of C or higher in BIO 105.

**BIO 409 Principles of Terrestrial Wildlife Management Credits: 3**

**Typically Offered:** Spring (even-numbered years).

**Course Description:** Students will survey the principles, theories, and practices of terrestrial wildlife management. Activities include discussions of local, national, and international issues as well as exploration of major techniques used in the management of terrestrial wildlife resources. Lectures, field experiences, discussions, and in-class activities are integrated throughout the course. **Prerequisite(s):** A grade of C or higher in both BIO 209 and BIO 225.

**BIO 410 Molecular Cell Biology Credits: 4**

**Typically Offered:** Spring.

**Course Description:** Advanced cell biology covering topics relevant to cellular structure and function. Selected topics may include: cell signaling, cell adhesion, membrane function, cell motility and cytoskeletal structure and function. The cellular basis for some human syndromes and disease will also be covered. Three hours lecture, three hours lab. **Prerequisite(s):** BIO 205 with a grade of C or higher.

**BIO 411 Developmental Biology Credits: 4**

**Typically Offered:** Fall.

**Course Description:** Examines the morphological changes and the genetic and molecular pathways involved in animal embryonic development. Three hours lecture and three hours lab. **Prerequisite(s):** BIO 205 with a grade of C or higher.

**BIO 412 Seminar in Biology Credits: 1**

**Typically Offered:** Departmental Discretion.

**Course Description:** Individual reports and group discussion on problems and current research in biology. May be repeated for a maximum of 2 credits. **Prerequisite(s):** Departmental approval.

**BIO 415 Invertebrate Biology Credits: 4**

**Typically Offered:** Fall (even-numbered years).

**Course Description:** Biology of the invertebrates, emphasizing their taxonomy, anatomy, life cycles, evolution, and ecology. Three hours lecture, three hours lab. **Prerequisite(s):** BIO 106 and BIO 225 with a grade of C or higher.

**BIO 416 Vertebrate Biology Credits: 4**

**Typically Offered:** Spring (odd-numbered years).

**Course Description:** Comparative anatomy and physiology, evolution, and systematics of the vertebrates. Three hours lecture, three hours lab. **Prerequisite(s):** BIO 205 and BIO 225 with a grade of C or higher.

**BIO 417 Medical Parasitology Credits: 4**

**Typically Offered:** Spring.

**Course Description:** An introduction to the major protozoal, helminth, and arthropod parasites of humans. Three hours lecture, two hours lab. **Prerequisite(s):** BIO 205 and BIO 225 with a grade of C or higher.

**BIO 418 Mammalogy Credits: 4**

**Typically Offered:** Fall (odd-numbered years).

**Course Description:** The morphology, systematics, evolution, taxonomy, distribution, comparative physiology, life history, behavior, and ecology of mammals. Research and collections dealing with mammals will also be a part of this course. Three hours lecture and three hours lab. **Prerequisite(s):** A grade of C or higher in BIO 225.

**BIO 419 Animal Behavior Credits: 4**

**Typically Offered:** Fall (odd-numbered years).

**Course Description:** An introduction to the principles of animal behavior, including the evolutionary, ecological, physiological, and psychological basis of animal behavior. Topics will include social interactions, mating behavior, communication, learning, foraging, predator-prey interactions, and habitat selection. Three hours lecture and three hours lab. Same as PSY 419. **Prerequisite(s):** A grade of C or higher in BIO 105, or a grade of C or higher in both BIO 101 and PSY 101.

**BIO 420 Biology Teaching Practicum Credits: 1-2**

**Typically Offered:** Fall, Spring, Summer.

**Course Description:** A laboratory or classroom teaching assistant experience. This experience may not be substituted for other courses required in the student's major area. Course grades assigned on a pass/fail basis. May be repeated for credit. **Prerequisite(s):** Overall GPA 2.75 and departmental approval.



CHE 311	Organic Chemistry Laboratory I	2
CHE 321	Quantitative Analysis	4
CHE 340	Physical Chemistry for the Biological Sciences	4-5
or CHE 383/384	Physical Chemistry: Thermodynamics and Kinetics	
CHE 370	Biochemistry I	4
CHE 470	Biochemistry II	3
CHE 495	Seminar in Chemistry	2
Select one of the following:		8-10
PHY 110 & PHY 111	College Physics I and College Physics II	
PHY 210 & PHY 211	University Physics I and University Physics II	
Select one of the following:		5-6
MAT 165 & MAT 166	Calculus with Analytic Geometry I: Differentiation and Calculus with Analytic Geometry I: Integration	
MAT 167	Calculus with Analytic Geometry I	

**Electives**

Select a minimum of twelve credit hours from Biology or Chemistry courses numbered 300 or higher. <sup>1</sup>

<sup>1</sup> CHE 383 Physical Chemistry: Thermodynamics and Kinetics may not be used as an elective course if CHE 340 Physical Chemistry for the Biological Sciences is taken in the core requirements. CHE 426 Instrumental Methods may not be taken as an elective if CHE 326 Instrumental Analysis is taken.

**ACS Certification in Biochemistry**

Students are eligible to receive certification in the area of Biochemistry from the American Chemical Society (ACS) if the following course work is completed.

Code	Title	Credit Hours
<b>Certification Requirements</b>		
CHE 383 & CHE 384	Physical Chemistry: Thermodynamics and Kinetics and Physical Chemistry Laboratory: Thermodynamics and Kinetics	5
PHY 210 & PHY 211	University Physics I and University Physics II	10
CHE 312 & CHE 313	Organic Chemistry II and Organic Chemistry Laboratory II	5
CHE 381 & CHE 382	Physical Chemistry: Chemical Dynamics and Quantum Mechanics and Physical Chemistry Laboratory: Chemical Dynamics and Quantum Mechanics	4
CHE 326 or CHE 426	Instrumental Analysis and Instrumental Methods	4-5
CHE 441	Advanced Inorganic Chemistry	3
MAT 177	Calculus with Analytic Geometry II	5

**Graduation Requirements**

- Earn a minimum of 120 credit hours, including 60 from a senior college (100 level and higher, maximum of 6 CED credit hours applicable).
- Earn a minimum of 30 credit hours in upper-division courses. Lower-division transfer courses accepted as meeting upper-division departmental course requirements cannot be used to fulfill this requirement.
- Earn 30 of the last 45 credit hours at MWSU in institutional coursework (exclusive of credit by examination).
- Participate in required departmental and campus wide assessments.
- Earn an overall GPA of at least 2.0 and a major GPA of at least 2.0.
- Fulfill the Missouri Constitution requirement.

**Biology (Bachelor of Science, B.S.)****Requirements**

Code	Title	Credit Hours
<b>General Studies</b>		
Students must complete General Studies courses (p. 19)		42-47
<b>Core Requirements</b>		
BIO 105	Principles of Organismal Biology	4
BIO 106	Principles of Cell Biology	4
BIO 205	Genetics	4
BIO 225	Ecology	4
CHE 111	General Chemistry I	5
CHE 120	General Chemistry II with Qualitative Analysis	5
CHE 310	Organic Chemistry I	3
CHE 311	Organic Chemistry Laboratory I	2
CHE 370	Biochemistry I	4
PHY 110	College Physics I	4
Approved statistics course		3
<b>Option Requirements</b>		
Select one of the following options:		24-25
Major in Biology		
Zoology Concentration		
Botany Concentration		
Health Science Concentration		

**Major in Biology Option**

Code	Title	Credit Hours
Select 24 additional credit hours from biology courses numbered 300 or higher from the following:		24
BIO 308	History and Philosophy of the Natural Sciences	
BIO 311	Animal Physiology	
BIO 318	Ornithology	
BIO 325	Introduction to Paleontology	
BIO 340	Plant Physiology	
BIO 350	Plant Systematics	
BIO 351	Local Flora	
BIO 352	Lichenology	

BIO 360	Development of Federal Wildlife Law
BIO 375	Pathophysiology
BIO 385	Herpetology
BIO 390	Microbiology
BIO 407	Plant Morphology
BIO 410	Molecular Cell Biology
BIO 411	Developmental Biology
BIO 415	Invertebrate Biology
BIO 416	Vertebrate Biology
BIO 417	Medical Parasitology
BIO 418	Mammalogy
BIO 419	Animal Behavior
BIO 420	Biology Teaching Practicum <sup>1</sup>
BIO 421	Immunology
BIO 425	Biology Internship <sup>1</sup>
BIO 430	Molecular Basis of Disease
BIO 441	Virology
BIO 450	Independent Research/Project <sup>1</sup>
BIO 455	Entomology
<b>Total Credit Hours</b>	
24	

<sup>1</sup> No more than four credit hours combined of BIO 420, BIO 425, and BIO 450.

### Botany Concentration Option

Code	Title	Credit Hours
Select twenty-four credits from biology courses numbered 300 or higher from the following areas:		24
Biology Concentration Courses:		16
BIO 340	Plant Physiology	
BIO 350	Plant Systematics	
BIO 351	Local Flora	
BIO 352	Lichenology	
BIO 407	Plant Morphology	
BIO 455	Entomology	
Biology Electives:		8
Select an additional eight credit hours of upper-division Biology courses, not used to fulfill the Botany Concentration course area above <sup>1</sup>		

<sup>1</sup> No more than four credit hours combined of BIO 420, BIO 425, and BIO 450.

### Zoology Concentration Option

Code	Title	Credit Hours
Select a minimum of twenty-four credit hours from the following:		24
BIO 311	Animal Physiology	
BIO 318	Ornithology	
BIO 325	Introduction to Paleontology	
BIO 385	Herpetology	
BIO 390	Microbiology	
BIO 411	Developmental Biology	
BIO 415	Invertebrate Biology	

BIO 416	Vertebrate Biology
BIO 417	Medical Parasitology
BIO 418	Mammalogy
BIO 419	Animal Behavior
BIO 420	Biology Teaching Practicum <sup>1</sup>
BIO 425	Biology Internship <sup>1</sup>
BIO 450	Independent Research/Project <sup>1</sup>
BIO 455	Entomology
<b>Total Credit Hours</b>	
24	

<sup>1</sup> No more than four credit hours combined of BIO 420, BIO 425, and BIO 450.

### Health Science Concentration Option

The courses required for this concentration should prepare the student interested in a health and preprofessional program to apply and, if admitted, to succeed in the health professional program of their choice. Students selecting the Health Science concentration must be aware that additional courses may be needed to complete the admission requirements for the health professional program that they are interested in.

Code	Title	Credit Hours
Select a minimum of twenty-four credit hours from the following areas:		24-25
Health Science Electives:		20-21
BIO 250	Anatomy and Physiology	
BIO 311	Animal Physiology	
BIO 390	Microbiology	
BIO 410	Molecular Cell Biology	
BIO 411	Developmental Biology	
BIO 416	Vertebrate Biology	
BIO 417	Medical Parasitology	
BIO 421	Immunology	
BIO 430	Molecular Basis of Disease	
BIO 431	Molecular Biology	
BIO 441	Virology	
Science Electives:		
Select three to four credit hours of biology or chemistry courses numbered 300 or higher <sup>1</sup>		3-4

<sup>1</sup> No more than four credit hours combined of BIO 420, BIO 425, and BIO 450.

### Graduation Requirements

- Earn a minimum of 120 credit hours, including 60 from a senior college (100 level and higher, maximum of 6 CED credit hours applicable).
- Earn a minimum of 30 credit hours in upper-division courses. Lower-division transfer courses accepted as meeting upper-division departmental course requirements cannot be used to fulfill this requirement.
- Earn 30 of the last 45 credit hours at MWSU in institutional coursework (exclusive of credit by examination).
- Participate in required departmental and campus wide assessments.

- Earn an overall GPA of at least 2.0 and a major GPA of at least 2.0.
- Fulfill the Missouri Constitution requirement.

## Natural Science in Biology (Bachelor of Science, B.S.)

### Requirements

Code	Title	Credit Hours
<b>General Studies</b>		
Students must complete General Studies courses (p. 19)		42-47
<b>Major Requirements</b>		
BIO 105	Principles of Organismal Biology	4
BIO 106	Principles of Cell Biology	4
BIO 205	Genetics	4
BIO 225	Ecology	4
BIO 390	Microbiology	4
CHE 111	General Chemistry I	5
CHE 120	General Chemistry II with Qualitative Analysis	5
CHE 310	Organic Chemistry I	3
CHE 311	Organic Chemistry Laboratory I	2
CHE 321	Quantitative Analysis	4
CHE 370	Biochemistry I	4
PHY 110	College Physics I	4
PHY 111	College Physics II	4
ESC 111	Physical Geology	4
Approved statistics course		3
Plus eight additional credits from biology courses numbered 300 or higher selected from the following:		8
BIO 308	History and Philosophy of the Natural Sciences	
BIO 311	Animal Physiology	
BIO 318	Ornithology	
BIO 325	Introduction to Paleontology	
BIO 340	Plant Physiology	
BIO 350	Plant Systematics	
BIO 351	Local Flora	
BIO 352	Lichenology	
BIO 360	Development of Federal Wildlife Law	
BIO 375	Pathophysiology	
BIO 385	Herpetology	
BIO 390	Microbiology	
BIO 407	Plant Morphology	
BIO 410	Molecular Cell Biology	
BIO 411	Developmental Biology	
BIO 415	Invertebrate Biology	
BIO 416	Vertebrate Biology	
BIO 417	Medical Parasitology	
BIO 418	Mammalogy	
BIO 419	Animal Behavior	
BIO 420	Biology Teaching Practicum <sup>1</sup>	
BIO 421	Immunology	

BIO 425	Biology Internship <sup>1</sup>
BIO 430	Molecular Basis of Disease
BIO 441	Virology
BIO 450	Independent Research/Project <sup>1</sup>
BIO 455	Entomology

<sup>1</sup> No more than four credit hours combined of BIO 420, BIO 425, and BIO 450.

### Graduation Requirements

- Earn a minimum of 120 credit hours, including 60 from a senior college (100 level and higher, maximum of 6 CED credit hours applicable).
- Earn a minimum of 30 credit hours in upper-division courses. Lower-division transfer courses accepted as meeting upper-division departmental course requirements cannot be used to fulfill this requirement.
- Earn 30 of the last 45 credit hours at MWSU in institutional coursework (exclusive of credit by examination).
- Participate in required departmental and campus wide assessments.
- Earn an overall GPA of at least 2.0 and a major GPA of at least 2.0.
- Fulfill the Missouri Constitution requirement.

## Natural Science in Biology for Secondary Teachers (Bachelor of Science, B.S.)

### Requirements

A major in Natural Science for Secondary Teachers leads to certification to teach Science courses in schools. Students who pursue this program should consider teaching as their immediate career goal.

Code	Title	Credit Hours
<b>General Studies</b>		
Students must complete General Studies courses (p. 19)		42-47
<b>Major Requirements</b>		
BIO 105	Principles of Organismal Biology	4
BIO 106	Principles of Cell Biology	4
BIO 205	Genetics	4
BIO 225	Ecology	4
BIO 308	History and Philosophy of the Natural Sciences	3
BIO 380	Biology Teaching: Materials and Methods	3
BIO 390	Microbiology	4
CHE 111	General Chemistry I	5
CHE 120	General Chemistry II with Qualitative Analysis	5
CHE 310	Organic Chemistry I	3
CHE 311	Organic Chemistry Laboratory I	2
CHE 321	Quantitative Analysis	4
CHE 370	Biochemistry I	4
PHY 110	College Physics I	4
PHY 111	College Physics II	4

ESC 111	Physical Geology	4
ESC 120	Meteorology	4
Approved statistics course		3
Select one course from each of the following areas:		6-8
<b>A. Organismal Diversity</b>		
BIO 318	Ornithology	
BIO 350	Plant Systematics	
BIO 351	Local Flora	
BIO 407	Plant Morphology	
BIO 415	Invertebrate Biology	
BIO 416	Vertebrate Biology	
BIO 418	Mammalogy	
BIO 455	Entomology	
<b>B. Physiology</b>		
BIO 311	Animal Physiology	
BIO 340	Plant Physiology	
<b>Education Professional Sequence</b>		
Students must complete the Professional Sequence (p. 222)		36

BIO 351	Local Flora	2
BIO 360	Development of Federal Wildlife Law	3
BIO 409	Principles of Terrestrial Wildlife Management	3
BIO 415	Invertebrate Biology	4
or BIO 455	Entomology	
BIO 418	Mammalogy	4
BIO 461	Renewable Resources Policy and Administration	3
or PHL 325	Ethics of Environmental and Natural Resource Policy	
Department approved elective		4-5
Department approved Communications elective		3
CHE 111	General Chemistry I	5
CHE 120	General Chemistry II with Qualitative Analysis	5
PHY 110	College Physics I	4
BIO 425	Biology Internship	2
Approved statistics course		3

## Graduation Requirements

- Earn a minimum of 120 credit hours, including 60 from a senior college (100 level and higher, maximum of 6 CED credit hours applicable).
- Earn a minimum of 30 credit hours in upper-division courses. Lower-division transfer courses accepted as meeting upper-division departmental course requirements cannot be used to fulfill this requirement.
- Earn 30 of the last 45 credit hours at MWSU in institutional coursework (exclusive of credit by examination).
- Participate in required departmental and campus wide assessments.
- Earn an overall GPA of at least 2.75, a major GPA of 3.0 and a minimum 3.0 GPA in Education coursework.
- Fulfill the Missouri Constitution requirement.

## Wildlife Conservation and Management (Bachelor of Science, B.S.)

Code	Title	Credit Hours
<b>General Studies</b>		
Students must complete General Studies courses (p. 19)		42-47
<b>Major Requirements</b>		
BIO 105	Principles of Organismal Biology	4
BIO 106	Principles of Cell Biology	4
BIO 205	Genetics	4
BIO 209	Introduction to Wildlife Conservation	3
BIO 225	Ecology	4
BIO 311	Animal Physiology	4
or BIO 340	Plant Physiology	
BIO 318	Ornithology	4
BIO 350	Plant Systematics	4
or BIO 407	Plant Morphology	

## Graduation Requirements

- Earn a minimum of 120 credit hours, including 60 from a senior college (100 level and higher, maximum of 6 CED credit hours applicable).
- Earn a minimum of 30 credit hours in upper-division courses. Lower-division transfer courses accepted as meeting upper-division departmental course requirements cannot be used to fulfill this requirement.
- Earn 30 of the last 45 credit hours at MWSU in institutional coursework (exclusive of credit by examination).
- Participate in required departmental and campus wide assessments.
- Earn an overall GPA of at least 2.0 and a major GPA of at least 2.0.
- Fulfill the Missouri Constitution requirement.

## Biology Minor Requirements

Code	Title	Credit Hours
<b>Minor Requirements</b>		
Select twenty credit hours in Biology coursework:		20
BIO 101	Principles of Biology	
BIO 105	Principles of Organismal Biology	
BIO 106	Principles of Cell Biology	
BIO 205	Genetics	
BIO 207	Human Ecology	
BIO 209	Introduction to Wildlife Conservation	
BIO 225	Ecology	
BIO 250	Anatomy and Physiology	
BIO 251	Medical and Public Health Microbiology	
BIO 308	History and Philosophy of the Natural Sciences	
BIO 311	Animal Physiology	
BIO 318	Ornithology	
BIO 325	Introduction to Paleontology	
BIO 340	Plant Physiology	

BIO 350	Plant Systematics
BIO 351	Local Flora
BIO 352	Lichenology
BIO 360	Development of Federal Wildlife Law
BIO 375	Pathophysiology
BIO 385	Herpetology
BIO 390	Microbiology
BIO 407	Plant Morphology
BIO 410	Molecular Cell Biology
BIO 411	Developmental Biology
BIO 415	Invertebrate Biology
BIO 416	Vertebrate Biology
BIO 417	Medical Parasitology
BIO 418	Mammalogy
BIO 419	Animal Behavior
BIO 420	Biology Teaching Practicum <sup>1</sup>
BIO 421	Immunology
BIO 425	Biology Internship <sup>1</sup>
BIO 441	Virology
BIO 450	Independent Research/Project <sup>1</sup>
BIO 455	Entomology
ALH 352	Applied Nutrition
or PED 352	Fitness and Sports Nutrition

Note: Careful attention must be given to course prerequisites when planning the Biology minor.

<sup>1</sup> No more than four credit hours combined of BIO 420, BIO 425, and BIO 450.

## Graduation Requirements

1. Have a valid and declared major on file (minors cannot be awarded in the same areas as the major, emphasis or concentration).
2. Earn a minimum of 3 credit hours beyond the major, emphasis, concentration and/or general studies requirements.
3. Earn a minor GPA of at least 2.0.





**CHE 167 Chemical Applications of Calculus Credits: 1****Typically Offered:** Departmental Discretion.**Course Description:** Applications of differentiation, integration, and logarithmic and exponential functions to chemical processes. The initial focus will be in chemical dynamics and more specifically on chemical kinetics. Applications using maxima, minima and inflections will be used for equilibrium systems. **Prerequisite(s):** Credit or concurrent enrollment in MAT 167.**CHE 283 Introduction to Research Methods in Chemistry Credits: 1-3****Typically Offered:** Fall, Spring, Summer.**Course Description:** Introduction to basic research in chemistry. Individual and team projects involving methods for solving chemistry-related research problems. May be repeated for credit. **Prerequisite(s):** High school chemistry, freshman or sophomore standing, and departmental approval.**CHE 295 Colloquium in Chemistry Credits: 1****Typically Offered:** Departmental Discretion.**Course Description:** An introduction to careers in chemistry and chemistry related fields. Breadth of career paths and educational requirements for those paths will be emphasized. **Prerequisite(s):** Freshman or sophomore standing, or departmental approval.**CHE 308 History and Philosophy of the Natural Sciences Credits: 3****Typically Offered:** Spring.**Course Description:** A study of the history of the natural sciences with an emphasis on the philosophical analysis of these events. **Prerequisite(s):** Completion of General Studies Mathematics and Natural Sciences requirements.**CHE 310 Organic Chemistry I Credits: 3****Typically Offered:** Fall, Spring.**Course Description:** Methods of synthesis of organic compounds, reaction paths, chemical bonding, and geometry of organic molecules; aliphatic and aromatic compounds. Topics include substitution, elimination, and electrophilic addition reactions and mechanisms along with an overview of functional groups. Three hours lecture. **Prerequisite(s):** A grade of C or higher in CHE 120.**CHE 311 Organic Chemistry Laboratory I Credits: 2****Typically Offered:** Fall, Spring.**Course Description:** Laboratory course to accompany CHE 310 Organic Chemistry I lecture. Six hours lab. **Prerequisite(s):** Credit or concurrent enrollment in CHE 310.**CHE 312 Organic Chemistry II Credits: 3****Typically Offered:** Fall, Spring.**Course Description:** Reactions, mechanisms and methods of synthesis of organic compounds. Topics include oxidation & reduction, conjugated & aromatic systems, aromatic substitution, amines, carboxylic acids and derivatives, carbonyl compounds, polymerization and carbohydrates. Three hours lecture. **Prerequisite(s):** A grade of C or higher in CHE 310 and CHE 311.**CHE 313 Organic Chemistry Laboratory II Credits: 2****Typically Offered:** Fall, Spring.**Course Description:** Laboratory course to accompany CHE 312. Six hours lab. **Prerequisite(s):** Credit or concurrent enrollment in CHE 312.**CHE 321 Quantitative Analysis Credits: 4****Typically Offered:** Fall.**Course Description:** Analytical chemistry; gravimetric, volumetric, colorimetric, and electroanalytical determinations. Two hours lecture, six hours lab. LAS Computer Literacy. **Prerequisite(s):** A grade of C or higher in CHE 120.**CHE 326 Instrumental Analysis Credits: 4****Typically Offered:** Spring.**Course Description:** Theories and methods in modern instrumental analysis. Three hours lecture, three hours lab. **Prerequisite(s):** A grade of C or higher in CHE 310, CHE 311, and CHE 321.**CHE 340 Physical Chemistry for the Biological Sciences Credits: 4****Typically Offered:** Spring.**Course Description:** Introduction for students of the biological sciences to the area of physical chemistry, a non-calculus based approach to the use of thermodynamics, equilibria, electrochemistry, kinetics, quantum mechanics, and spectroscopy as applied to the field of biochemistry. Three hours lecture, three hours lab. **Prerequisite(s):** A grade of C or higher in CHE 310, CHE 311, CHE 321, PHY 110, and either MAT 166 or MAT 167.**CHE 370 Biochemistry I Credits: 4****Typically Offered:** Fall, Spring.**Course Description:** An introduction to biological compounds their roles within cells and biological systems with an emphasis on structure and function, energy and metabolism, and biological storage of information. Three hours lecture, three hours lab. CHE 312 recommended. **Prerequisite(s):** A grade of C or higher in CHE 310 and CHE 311.**CHE 380 Environmental Chemistry & Chemical Management Credits: 3****Typically Offered:** Spring.**Course Description:** Study of environmental chemistry as it affects the operation of chemical facilities in a global society and the application of chemical knowledge to important current problems, including safe chemical storage and waste management. This course will provide background for understanding the demands of the chemical industrial workplace or for advanced study of these topics. **Prerequisite(s):** A grade of C or higher in CHE 310, CHE 311, and CHE 321.**CHE 381 Physical Chemistry: Chemical Dynamics and Quantum Mechanics Credits: 3****Typically Offered:** Fall.**Course Description:** Introduction to quantum chemistry, spectroscopy, bonding and statistical thermodynamics. Three hours lecture. CHE 321 recommended. LAS Computer Literacy. **Prerequisite(s):** MAT 177, PHY 210, and a grade of C or higher in CHE 310 and CHE 311.**CHE 382 Physical Chemistry Laboratory: Chemical Dynamics and Quantum Mechanics Credits: 1****Typically Offered:** Fall.**Course Description:** Laboratory course to accompany CHE 381 Physical Chemistry: Quantum Mechanics lecture. Three hours lab. LAS Computer Literacy. **Prerequisite(s):** Credit or concurrent enrollment in CHE 381.**CHE 383 Physical Chemistry: Thermodynamics and Kinetics Credits: 3****Typically Offered:** Spring.**Course Description:** Thermodynamics, chemical equilibrium, properties of solutions, electrochemistry, kinetic theory of gases, and chemical kinetics. **Prerequisite(s):** MAT 177, PHY 210, and a grade of C or higher in both CHE 310 and CHE 311. CHE 321 recommended.**CHE 384 Physical Chemistry Laboratory: Thermodynamics and Kinetics Credits: 2****Typically Offered:** Spring.**Course Description:** Laboratory course to accompany CHE 383 Physical Chemistry: Thermodynamics and Kinetics lecture. Six hours lab. **Prerequisite(s):** Credit or concurrent enrollment in CHE 383.

**CHE 426 Instrumental Methods Credits: 5**

**Typically Offered:** Departmental Discretion.

**Course Description:** Modern methods of chemical instrumentation; includes both practical application; and fundamental theories of instrumental analyses. Three hours lecture, Six hours lab. **Prerequisite(s):** CHE 321, CHE 381, and CHE 382.

**CHE 441 Advanced Inorganic Chemistry Credits: 3**

**Typically Offered:** Spring (even-numbered years).

**Course Description:** Modern concepts of inorganic chemistry, encompassing chemical bonding theories, acid-base theories, mechanisms of inorganic chemistry, symmetry in molecules, inorganic thermodynamics, and atomic and molecular structure. Three hours lecture. **Prerequisite(s):** CHE 310 and CHE 311.

**CHE 442 Inorganic Synthesis Credits: 1**

**Typically Offered:** Spring (even-numbered years).

**Course Description:** Selected synthetic techniques involving inert atmosphere, non-aqueous solvents, vacuum manipulation, and electrolytic oxidation, as currently applied to the purification and characterization of a wide variety of inorganic materials. Three hours lab. **Prerequisite(s):** CHE 310, CHE 311, and credit or concurrent enrollment in CHE 441.

**CHE 445 Advanced Topics in Chemistry Credits: 3**

**Typically Offered:** Spring (odd-numbered years).

**Course Description:** Advanced material in Organic, Inorganic, Physical, Analytical, or Biochemistry, taught on a rotational basis. Specific topics may include, but are not limited to: Applied Spectroscopy, Chemical Kinetics, Macromolecular Chemistry (Polymers), Physical Inorganic Chemistry, Applied Chromatography, Advanced Organic Chemistry, or Advanced Biochemistry. This course may be repeated for credit for multiple topics. **Prerequisite(s):** CHE 312, CHE 381, and CHE 382.

**CHE 450 Independent Research/Project Credits: 1-5**

**Typically Offered:** Fall, Spring, Summer.

**Course Description:** Investigation of a research problem, project, or topic on an individual conference basis. May be repeated for credit. **Prerequisite(s):** Declared Chemistry major, a minimum of 2.5 GPA in major field, and departmental approval.

**CHE 465 Chemistry Teaching: Methods and Techniques Credits: 3**

**Typically Offered:** Spring (odd-numbered years).

**Course Description:** Modern techniques in teaching high school chemistry: use of multimedia equipment, project approach, lesson planning, accreditation standards at state and national levels, and difficulties in chemistry instruction at the secondary level. **Prerequisite(s):** CHE 310 or departmental approval.

**CHE 470 Biochemistry II Credits: 3**

**Typically Offered:** Spring.

**Course Description:** Continuing study of the biochemical basis of biological systems with a more expansive understanding of biomolecular structure and function, the interaction of biological molecules, energy and intermediary metabolism, biological signaling, and methods used for biochemical study. Three hours lecture. CHE 312 recommended. **Prerequisite(s):** A grade of C or higher in CHE 370.

**CHE 475 Internship in Chemistry Credits: 1-3**

**Typically Offered:** Fall, Spring, Summer.

**Course Description:** An extracurricular experience related to a unique approved chemistry career experience or a preprofessional experience. Course grades assigned on a Pass/Fail basis. May be repeated for credit. **Prerequisite(s):** Junior or Senior standing, a declared major in the Department of Chemistry, and departmental approval.

**CHE 490 Research in Chemistry Credits: 1-3**

**Typically Offered:** Fall, Spring Summer.

**Course Description:** Original research on problems in various fields of chemistry. Hours arranged. May be repeated for credit. Students are expected to work a minimum of 3 hours per week for each credit hour enrolled. A presentation of the work is required at the end of each enrolled term. A summary of the work will be provided to the research advisor (irrespective of credit hours) and written reports of the work must be submitted for research projects involving 2 or more credit hours. **Prerequisite(s):** CHE 310 and CHE 311 or consent of department chairperson.

**CHE 495 Seminar in Chemistry Credits: 2**

**Typically Offered:** Fall.

**Course Description:** Individual reports and group discussion on modern topics in chemistry. LAS Writing. **Prerequisite(s):** Senior standing and COM 104.

## Clinical Laboratory Science (CLS)

**CLS 407 Clinical Laboratory Operations Credits: 2**

**Typically Offered:** Summer.

**Course Description:** This course provides a basic introduction to the theory, practical application, technical performance and evaluation of laboratory skills specific to the practice of clinical laboratory science. Laboratory safety; microscopy; pipetting; general laboratory equipment; quality control; mathematics; phlebotomy; pre-analytic, analytic and post-analytic processes, including specimen collection, processing and transport to maintain test result integrity, will be addressed. **Prerequisite(s):** Acceptance in UNMC Clinical Laboratory Training program.

**CLS 408 Introduction to Clinical Hematology Credits: 2**

**Typically Offered:** Summer.

**Course Description:** This course introduces the theory, practical application, technical performance and evaluation of hematological and hemostasis procedures. Correlation of laboratory data with the diagnosis of erythrocyte, leukocyte and bleeding/clotting disorders will be introduced. **Prerequisite(s):** Acceptance in UNMC Clinical Laboratory Training program.

**CLS 409 Introduction to Clinical Microbiology Credits: 2**

**Typically Offered:** Summer.

**Course Description:** This course introduces the theory, practical application, technical performance and evaluation of procedures for isolation, identification and susceptibility testing of infectious disease organisms in humans. The course primarily focuses on bacteriology, but will include introductory coverage of parasitology, mycology and virology. **Prerequisite(s):** Acceptance in UNMC Clinical Laboratory Training program.

**CLS 410 Introduction to Clinical Chemistry and Urinalysis Credits: 1**

**Typically Offered:** Summer.

**Course Description:** This course introduces the theory, practical application, technical performance and evaluation of basic laboratory skills and methods in clinical chemistry and urinalysis. The course focuses on the correlation of laboratory data with the diagnosis of renal conditions, but will include introductory coverage of carbohydrate, liver and protein conditions, as well as enzymes. **Prerequisite(s):** Acceptance in UNMC Clinical Laboratory Training program.

**CLS 411 Introduction to Clinical Immunohematology Credits: 1****Typically Offered:** Summer.

**Course Description:** This course introduces the theory, practical application, technical performance and evaluation of immunohematology procedures required to provide compatible blood components for transfusion. Methods for collection, processing, storage and transfusion of blood and blood components will be presented. Immunohematology procedures that assist in the diagnosis and management of hemolytic conditions will be introduced. **Prerequisite(s):** Acceptance in UNMC Clinical Laboratory Training program.

**CLS 412 Clinical Lab Science Theory, Application, and Correlation Credits: 5****Typically Offered:** Spring.

**Course Description:** This course includes the application, evaluation and correlation of laboratory procedures used in the diagnosis and treatment of common disease states. Opportunities for building critical thinking, problem solving, leadership, oral communication, professionalism, and team work skills are provided in small group clinical case discussions. **Prerequisite(s):** Acceptance in UNMC Clinical Laboratory Training program.

**CLS 413 Clinical Endocrinology and Toxicology Credits: 1****Typically Offered:** Fall.

**Course Description:** This course introduces the theory, practical application, and evaluation of clinical chemistry laboratory procedures. Correlation of clinical laboratory data with the diagnosis and treatment of endocrine disorders, toxicology disturbances and therapeutic drug monitoring is emphasized. **Prerequisite(s):** Acceptance in UNMC Clinical Laboratory Training program.

**CLS 414 Clinical Chemistry and Urinalysis Credits: 2****Typically Offered:** Fall.

**Course Description:** This course expands on the theory, practical application, and evaluation of basic laboratory procedures introduced in CLS 407 Clinical Laboratory Operations and CLS 410 Introduction to Clinical Chemistry and Urinalysis, with an emphasis on common automated methodologies used in clinical chemistry and urinalysis laboratories. This course will focus on the interpretation, evaluation and correlation of clinical laboratory data with the diagnosis and treatment monitoring of carbohydrate, renal, hepatic, protein, cardiac, lipid/lipoprotein, major and minor electrolyte, enzyme, pancreatic-gastrointestinal and acid-base disorders. **Prerequisite(s):** Acceptance in UNMC Clinical Laboratory Training program.

**CLS 415 Clinical Chemistry and Urinalysis II Credits: 2****Typically Offered:** Spring.

**Course Description:** This course expands on the theory, practical application, and evaluation of laboratory procedures introduced in CLS 414 Clinical Chemistry and Urinalysis I and CLS 444 Clinical Core Laboratory Practical I. Correlation of clinical laboratory data with the diagnosis and treatment monitoring of carbohydrate, renal, hepatic, cardiac, lipid/lipoprotein, protein, major and minor electrolyte, trace element, enzyme, pancreatic-gastrointestinal and acid-base disorders; tumor markers; and inborn errors of metabolism is emphasized. **Prerequisite(s):** Acceptance in UNMC Clinical Laboratory Training program.

**CLS 416 Clinical Hematology I Credits: 2****Typically Offered:** Fall.

**Course Description:** This course expands on the theory, practical application, and evaluation of hematological and hemostasis procedures introduced in CLS 408 Introduction to Clinical Hematology and of basic laboratory skills in CLS 407 Clinical Laboratory Operations. Correlation of clinical laboratory data with the diagnosis and treatment of erythrocyte, leukocyte and bleeding/clotting disorders will be emphasized. **Prerequisite(s):** Acceptance in UNMC Clinical Laboratory Training program.

**CLS 417 Clinical Hematology II Credits: 2****Typically Offered:** Spring.

**Course Description:** This course expands on the theory, practical application, and evaluation of hematological and hemostasis procedures introduced in CLS 416 Clinical Hematology I and CLS 444 Clinical Core Laboratory Practicum I, and includes the analysis of cerebrospinal, synovial and serous fluids. Correlation of clinical laboratory data with the diagnosis and treatment of erythrocyte, leukocyte and bleeding/clotting disorders will be emphasized. **Prerequisite(s):** Acceptance in UNMC Clinical Laboratory Training program.

**CLS 418 Clinical Microbiology I Credits: 2****Typically Offered:** Fall.

**Course Description:** This course expands on the theory, practical application, and evaluation of procedures for isolation, identification and susceptibility testing of infectious disease organisms in humans introduced in CLS 409 Introduction to Clinical Microbiology and of basic laboratory skills in CLS 407 Clinical Laboratory Operations. The course primarily focuses on bacteriology, but will include coverage of parasitology, mycology and virology. Course content emphasizes the correlation of clinical laboratory data with the patient's diagnosis and treatment. **Prerequisite(s):** Acceptance in UNMC Clinical Laboratory Training program.

**CLS 419 Clinical Microbiology II Credits: 2****Typically Offered:** Spring.

**Course Description:** This course builds on the theory, practical application and evaluation of the procedures for isolation, identification and susceptibility testing of infectious disease organisms in humans introduced in CLS 418 Clinical Microbiology I and CLS 448 Clinical Microbiology Laboratory Practicum I. This course includes bacteriology, mycology, parasitology, and virology content, and will emphasize the correlation of clinical laboratory data with the patient's diagnosis and treatment. **Prerequisite(s):** Acceptance in UNMC Clinical Laboratory Training program.

**CLS 420 Clinical Immunology and Molecular Diagnostics Credits: 2****Typically Offered:** Fall.

**Course Description:** This course includes the theory, practical application, and evaluation of immunological components and infectious disease serology. The principles and methodologies used in the assessment of immunologically related disorders, including hypersensitivity reactions, autoimmune, immunoproliferative, immunodeficient disorders and infectious disease are included. The course emphasizes the correlation of clinical laboratory data with the patient's diagnosis and treatment. The theory and application of molecular diagnostic tools, such as polymerase chain reaction (PCR), nucleic acid probes, and microarrays are also addressed. **Prerequisite(s):** Acceptance in UNMC Clinical Laboratory Training program.

**CLS 422 Clinical Immunohematology I Credits: 2****Typically Offered:** Fall.

**Course Description:** This course expands on the theory, practical application, and evaluation of immunohematology procedures introduced in CLS 411 Introduction to Clinical Immunohematology and basic laboratory skills in CLS 407 Clinical Laboratory Operations. The primary focus will be on processes required to provide compatible blood components for transfusion. Processes for donor blood collection and blood component processing and storage will be discussed. Immunohematology procedures that assist in the diagnosis and management of hemolytic conditions will be addressed. **Prerequisite(s):** Acceptance in UNMC Clinical Laboratory Training program.

**CLS 423 Clinical Immunohematology II Credits: 2****Typically Offered:** Spring.

**Course Description:** This course expands on the theory, practical application, and evaluation of immunohematology procedures presented in CLS 422 Clinical Immunohematology I and CLS 442 Clinical Immunohematology Laboratory Practicum I. There is an emphasis on the application of immunohematology procedures used for the resolution of complex immunohematology problems. Proper selection of immunohematology procedures that assist in the diagnosis and management of hemolytic conditions will be discussed. Concepts in patient blood management and the adverse effects of transfusion will be presented. Quality management as it applies to transfusion medicine will be addressed. **Prerequisite(s):** Acceptance in UNMC Clinical Laboratory Training program.

**CLS 430 Clinical Laboratory Management I Credits: 2****Typically Offered:** Fall.

**Course Description:** This course introduces the theory, practical application and evaluation of laboratory management principles in healthcare, including safety, research, educational methodology, quality control, ethics, laboratory operations, point-of-care testing, scope of practice, and the job application process. Opportunities for building critical thinking, problem-solving, research, communication, professionalism, management and leadership skills are provided. **Prerequisite(s):** Acceptance in UNMC Clinical Laboratory Training program.

**CLS 431 Clinical Laboratory Management II Credits: 3****Typically Offered:** Fall.

**Course Description:** This course builds on CLS 430 Clinical Laboratory Management I, and includes the theory, practical application and evaluation of laboratory management principles in compliance and regulatory issues, test utilization, human resource management, written and oral communication, method evaluation, educational methodology, professionalism, quality improvement and financial resource management. Opportunities for building critical thinking, problem-solving, team work, communication, professionalism, management and leadership skills are provided. **Prerequisite(s):** Acceptance in UNMC Clinical Laboratory Training program.

**CLS 442 Clinical Immunohematology Laboratory Practicum I Credits: 1****Typically Offered:** Fall.

**Course Description:** This course provides practical application in a clinical laboratory setting for the technical performance and evaluation of clinical immunohematology procedures and preparation of blood components. Course content will include new skills and procedures, in addition to the skills and procedures presented in CLS 407 Clinical Laboratory Operations and CLS 411 Introduction to Clinical Immunohematology. **Prerequisite(s):** Acceptance in UNMC Clinical Laboratory Training program.

**CLS 443 Clinical Immunohematology Laboratory Practicum II Credits: 1****Typically Offered:** Spring.

**Course Description:** This course provides practical application in a clinical laboratory setting for the technical performance and evaluation of clinical immunohematology procedures and preparation of blood components. Course content will include new skills procedures, in addition to the skills and procedures presented in CLS 442 Clinical Immunohematology Laboratory Practicum I. **Prerequisite(s):** Acceptance in UNMC Clinical Laboratory Training program.

**CLS 444 Clinical Core Laboratory Practicum I Credits: 1****Typically Offered:** Fall.

**Course Description:** This course provides practical application in a clinical laboratory setting for the technical performance and evaluation of clinical hematology/hemostasis, chemistry and urinalysis procedures. Course content will include new skills and procedures and the application of automation and automatic verification techniques, building on the skills and procedures presented in CLS 407 Clinical Laboratory Operations, CLS 408 Introduction to Clinical Hematology and CLS 410 Introduction to Clinical Chemistry and Urinalysis. **Prerequisite(s):** Acceptance in UNMC Clinical Laboratory Training program.

**CLS 445 Clinical Core Laboratory Practicum II Credits: 1****Typically Offered:** Spring.

**Course Description:** This course provides practical application in a clinical laboratory setting for the technical performance and evaluation of clinical hematology/hemostasis, chemistry and urinalysis procedures. Technical content will include new skills and procedures, in addition to the skills and procedures presented in CLS 444 Clinical Core Laboratory Practicum I. **Prerequisite(s):** Acceptance in UNMC Clinical Laboratory Training program.

**CLS 448 Clinical Microbiology Laboratory Practicum I Credits: 1****Typically Offered:** Fall.

**Course Description:** This course provides practical application in a clinical laboratory setting for the technical performance and evaluation of clinical microbiology procedures. Course content will include new skills and procedures, in addition to the skills and procedures presented in CLS 407 Clinical Laboratory Operations and CLS 409 Introduction to Clinical Microbiology. **Prerequisite(s):** Acceptance in UNMC Clinical Laboratory Training program.

**CLS 449 Clinical Microbiology Laboratory Practicum II Credits: 1****Typically Offered:** Spring.

**Course Description:** This course provides practical application in a clinical laboratory setting for the technical performance and evaluation of clinical microbiology procedures. Course content will include new skills and procedures, in addition to the skills and procedures presented in CLS 448 Clinical Microbiology Laboratory Practicum I. **Prerequisite(s):** Acceptance in UNMC Clinical Laboratory Training program.

## Medical Technology (MTE)

**MTE 412 Clinical Lab Science Theory, Applications and Correlation Credits: 5****Typically Offered:** Fall, Spring, Summer.

**Course Description:** This course includes the application, evaluation, and correlation of laboratory procedures used in the diagnosis and treatment of common disease states. Opportunities for building critical thinking, problem solving, leadership, oral communication, professionalism, and teamwork skills are provided in small group clinical case discussions and presentations. **Prerequisite(s):** Acceptance into University of Nebraska Clinical Lab Science Training Program.

**MTE 413 Applications of Chemistry for Clinical Lab Science Credits: 1**  
**Typically Offered:** Fall, Spring, Summer.

**Course Description:** This course incorporates advanced theory, practical application, and evaluation of clinical chemistry laboratory procedures. Correlation of clinical laboratory data with the diagnosis and treatment of endocrine disorders, toxicology disturbances and the therapeutic drug monitoring is emphasized. **Prerequisite(s):** Acceptance into University of Nebraska Clinical Lab Science Training Program.

**MTE 430 Clinical Microbiology Credits: 4-8**

**Typically Offered:** Fall, Spring, Summer.

**Course Description:** The theory and laboratory study of pathogenic bacteria, viruses, rickettsiae, fungi, and parasites; includes specimen handling, methods of isolation, cultivation, diagnostic procedures, asepsis, environmental monitoring, medical significance, and quality control. **Prerequisite(s):** Acceptance into Affiliate Clinical Lab Science Training Program.

**MTE 432 Clinical Chemistry Credits: 6-10**

**Typically Offered:** Fall, Spring, Summer.

**Course Description:** Identification and quantitation of specific chemical substances in blood and body fluids by various analytical techniques; clinical correlation with diagnosis and treatment of disease; principles of instrumentation; toxicology; and quality control. **Prerequisite(s):** Acceptance into Affiliate Clinical Lab Science Training Program.

**MTE 434 Clinical Hematology Credits: 3-7**

**Typically Offered:** Fall, Spring, Summer.

**Course Description:** Theory of blood cell formation; morphology of cellular constituents; disease states; hemostasis; and coagulation testing; includes techniques and instrumentation used to determine major hematological and clotting parameters and quality control procedures. **Prerequisite(s):** Acceptance into Affiliate Clinical Lab Science Training Program.

**MTE 436 Clinical Immunohematology Credits: 3-7**

**Typically Offered:** Fall, Spring, Summer.

**Course Description:** Studies the common blood group systems; principles and procedure for antigen-antibody detection; cross-matching; blood collection and preservation; processing; the evaluation of transfusion reaction; and quality control procedures. **Prerequisite(s):** Acceptance into Affiliate Clinical Lab Science Training Program.

**MTE 438 Clinical Immunology Credits: 1-6**

**Typically Offered:** Fall, Spring, Summer.

**Course Description:** Characteristics of antigen/antibody function and interaction; principles and procedures of humoral and cellular immune responses; performance of serological procedures; clinical correlation of abnormalities; and quality control. **Prerequisite(s):** Acceptance into Affiliate Clinical Lab Science Training Program.

**MTE 440 Clinical Urinalysis Credits: 1-3**

**Typically Offered:** Fall, Spring, Summer.

**Course Description:** Studies renal physiology and function in health and disease states; includes chemical and microscopic examination of urine, other excreta, and body fluids in relation to disease processes, along with quality control procedures. **Prerequisite(s):** Acceptance into Affiliate Clinical Lab Science Training Program.

**MTE 442 Topics in Medical Technology Credits: 1-4**

**Typically Offered:** Fall, Spring, Summer.

**Course Description:** Subject matter may include the following: hospital orientation, laboratory management, radioisotope techniques, quality control procedures, laboratory safety, special projects, special techniques, and seminars on various subjects deemed necessary by hospital personnel. **Prerequisite(s):** Acceptance into Affiliate Clinical Lab Science Training Program.

## Biochemistry and Molecular Biology (Bachelor of Science, B.S.)

### Requirements

The Bachelor of Science Major in Biochemistry and Molecular Biology is an interdisciplinary program offered jointly by the departments of Biology and Chemistry. It is designed to prepare students for graduate level education or careers in biochemistry, cell and molecular biology, and related biotechnology fields.

Code	Title	Credit Hours
<b>General Studies</b>		
Students must complete General Studies courses (p. 19)		42-47
<b>Major Requirements</b>		
BIO 105	Principles of Organismal Biology	4
BIO 106	Principles of Cell Biology	4
BIO 205	Genetics	4
BIO 225	Ecology	4
BIO 410	Molecular Cell Biology	4
or BIO 431	Molecular Biology	
CHE 111	General Chemistry I	5
CHE 120	General Chemistry II with Qualitative Analysis	5
CHE 310	Organic Chemistry I	3
CHE 311	Organic Chemistry Laboratory I	2
CHE 321	Quantitative Analysis	4
CHE 340	Physical Chemistry for the Biological Sciences	4-5
or CHE 383/384	Physical Chemistry: Thermodynamics and Kinetics	
CHE 370	Biochemistry I	4
CHE 470	Biochemistry II	3
CHE 495	Seminar in Chemistry	2
Select one of the following:		8-10
PHY 110 & PHY 111	College Physics I and College Physics II	
PHY 210 & PHY 211	University Physics I and University Physics II	
Select one of the following:		5-6
MAT 165 & MAT 166	Calculus with Analytic Geometry I: Differentiation and Calculus with Analytic Geometry I: Integration	
MAT 167	Calculus with Analytic Geometry I	
<b>Electives</b>		

Select a minimum of twelve credit hours from Biology or Chemistry courses numbered 300 or higher.<sup>1</sup>

<sup>1</sup> CHE 383 Physical Chemistry: Thermodynamics and Kinetics may not be used as an elective course if CHE 340 Physical Chemistry for the Biological Sciences is taken in the core requirements. CHE 426 Instrumental Methods may not be taken as an elective if CHE 326 Instrumental Analysis is taken.

## ACS Certification in Biochemistry

Students are eligible to receive certification in the area of Biochemistry from the American Chemical Society (ACS) if the following course work is completed.

Code	Title	Credit Hours
<b>Certification Requirements</b>		
CHE 383 & CHE 384	Physical Chemistry: Thermodynamics and Kinetics and Physical Chemistry Laboratory: Thermodynamics and Kinetics	5
PHY 210 & PHY 211	University Physics I and University Physics II	10
CHE 312 & CHE 313	Organic Chemistry II and Organic Chemistry Laboratory II	5
CHE 381 & CHE 382	Physical Chemistry: Chemical Dynamics and Quantum Mechanics and Physical Chemistry Laboratory: Chemical Dynamics and Quantum Mechanics	4
CHE 326 or CHE 426	Instrumental Analysis and Instrumental Methods	4-5
CHE 441	Advanced Inorganic Chemistry	3
MAT 177	Calculus with Analytic Geometry II	5

## Graduation Requirements

- Earn a minimum of 120 credit hours, including 60 from a senior college (100 level and higher, maximum of 6 CED credit hours applicable).
- Earn a minimum of 30 credit hours in upper-division courses. Lower-division transfer courses accepted as meeting upper-division departmental course requirements cannot be used to fulfill this requirement.
- Earn 30 of the last 45 credit hours at MWSU in institutional coursework (exclusive of credit by examination).
- Participate in required departmental and campus wide assessments.
- Earn an overall GPA of at least 2.0 and a major GPA of at least 2.0.
- Fulfill the Missouri Constitution requirement.

## Chemistry (Bachelor of Science, B.S.) Requirements

Code	Title	Credit Hours
<b>General Studies</b>		
Students must complete General Studies courses (p. 19)		42-47
<b>Major Requirements</b>		
CHE 111	General Chemistry I	5

CHE 120	General Chemistry II with Qualitative Analysis	5
CHE 310	Organic Chemistry I	3
CHE 311	Organic Chemistry Laboratory I	2
CHE 312	Organic Chemistry II	3
CHE 313	Organic Chemistry Laboratory II	2
CHE 321	Quantitative Analysis	4
CHE 326 or CHE 426	Instrumental Analysis and Instrumental Methods	4-5
CHE 370	Biochemistry I	4
CHE 380	Environmental Chemistry & Chemical Management	3
CHE 381	Physical Chemistry: Chemical Dynamics and Quantum Mechanics	3
CHE 382	Physical Chemistry Laboratory: Chemical Dynamics and Quantum Mechanics	1
CHE 383	Physical Chemistry: Thermodynamics and Kinetics	3
CHE 384	Physical Chemistry Laboratory: Thermodynamics and Kinetics	2
CHE 441	Advanced Inorganic Chemistry	3
CHE 442	Inorganic Synthesis	1
CHE 490	Research in Chemistry <sup>1</sup>	2
CHE 495	Seminar in Chemistry	2
Select one of the following:		5-6
MAT 165 & MAT 166	Calculus with Analytic Geometry I: Differentiation and Calculus with Analytic Geometry I: Integration	
MAT 167	Calculus with Analytic Geometry I	
MAT 177	Calculus with Analytic Geometry II	5
MAT 287	Calculus with Analytic Geometry III	5
PHY 210	University Physics I	5
PHY 211	University Physics II	5
CHE 445 or CHE 470	Advanced Topics in Chemistry and Biochemistry II	3

<sup>1</sup> To satisfy requirements, CHE 490 Research in Chemistry must consist of 2 credit hours on a single project that culminates in a single written report. The 2 credit hours do not have to be completed in a single semester.

## Graduation Requirements

- Earn a minimum of 120 credit hours, including 60 from a senior college (100 level and higher, maximum of 6 CED credit hours applicable).
- Earn a minimum of 30 credit hours in upper-division courses. Lower-division transfer courses accepted as meeting upper-division departmental course requirements cannot be used to fulfill this requirement.
- Earn 30 of the last 45 credit hours at MWSU in institutional coursework (exclusive of credit by examination).
- Participate in required departmental and campus wide assessments.

5. Earn an overall GPA of at least 2.0 and a major GPA of at least 2.0.
6. Fulfill the Missouri Constitution requirement.

## Medical Laboratory Science (Bachelor of Science, B.S.)

Missouri Western State University offers a program leading to the Bachelor of Science degree with a major in Medical Laboratory Science, also referred to as Clinical Laboratory Science or Medical Technology. The first three years of the program are spent completing specified college course work (94 credits). The fourth year is spent in an affiliated hospital which provides a structured educational program in a clinical laboratory. The clinical training programs are accredited by the Committee on Allied Health Education and Accreditation of the American Medical Association through the National Accrediting Agency for Clinical Laboratory Sciences (NAACLS). When a student successfully completes the hospital clinical program, Missouri Western State University will award 30-43 credits depending on the clinical affiliate, for the fourth year's work.

Acceptance into a clinical laboratory program is highly competitive, and enrollment in the Medical Laboratory Science program does not guarantee acceptance of the student into a clinical program. Students must make separate application to one of the three affiliated hospitals for the clinical program, which consists of ten to eleven months of full-time day clinical instruction. Affiliated programs are located at North Kansas City Hospital, St. Luke's Hospital of Kansas City, and University of Nebraska Medical Center in Omaha. Clinical course requirements and credit hours vary for each affiliated site. Students should consult the Medical Laboratory Science advisor in the Chemistry department for specific clinical course requirements and to ascertain the time schedule for application to each clinical program and the approximate dates when acceptance notices will be given.

Upon completion of the clinical program, students are eligible to take a national credentialing examination. Passing the examination is not a requirement for the Bachelor of Science degree with a major in Medical Laboratory Science; however, the student must pass the examination to become certified to practice as a medical technologist.

Code	Title	Credit Hours
<b>General Studies</b>		
Students must complete General Studies courses (p. 19)		42-47
<b>Major Requirements</b>		
CHE 111	General Chemistry I	5
CHE 120	General Chemistry II with Qualitative Analysis	5
CHE 310	Organic Chemistry I	3
CHE 311	Organic Chemistry Laboratory I	2
CHE 321	Quantitative Analysis	4
CHE 326	Instrumental Analysis	4
CHE 370	Biochemistry I	4
BIO 106	Principles of Cell Biology	4
BIO 205	Genetics	4
BIO 311	Animal Physiology	4-5
or BIO 250	Anatomy and Physiology	
BIO 390	Microbiology	4
BIO 421	Immunology	4

MAT 116	College Algebra	3
Courses in Medical Laboratory Science <sup>1</sup>		30-43

<sup>1</sup> The courses and credit hours required will vary based on clinical site.

## Courses in Medical Laboratory Science North Kansas City Hospital or St. Luke's Hospital

The following courses will be taken by students accepted into the clinical laboratory science training programs at North Kansas City Hospital or St. Luke's Hospital.

Code	Title	Credit Hours
MTE 412	Clinical Lab Science Theory, Applications and Correlation	5
MTE 413	Applications of Chemistry for Clinical Lab Science	1
MTE 430	Clinical Microbiology	4-8
MTE 432	Clinical Chemistry	6-10
MTE 434	Clinical Hematology	3-7
MTE 436	Clinical Immunohematology	3-7
MTE 438	Clinical Immunology	1-6
MTE 440	Clinical Urinalysis	1-3
MTE 442	Topics in Medical Technology	1-4

## University of Nebraska Medical Center

The following courses will be taken by students accepted into the University of Nebraska Medical Center clinical laboratory science training program.

Code	Title	Credit Hours
CLS 407	Clinical Laboratory Operations	2
CLS 408	Introduction to Clinical Hematology	2
CLS 409	Introduction to Clinical Microbiology	2
CLS 410	Introduction to Clinical Chemistry and Urinalysis	1
CLS 411	Introduction to Clinical Immunohematology	1
CLS 412	Clinical Lab Science Theory, Application, and Correlation	5
CLS 413	Clinical Endocrinology and Toxicology	1
CLS 414	Clinical Chemistry and Urinalysis	2
CLS 415	Clinical Chemistry and Urinalysis II	2
CLS 416	Clinical Hematology I	2
CLS 417	Clinical Hematology II	2
CLS 418	Clinical Microbiology I	2
CLS 419	Clinical Microbiology II	2
CLS 420	Clinical Immunology and Molecular Diagnostics	2
CLS 422	Clinical Immunohematology I	2
CLS 423	Clinical Immunohematology II	2
CLS 430	Clinical Laboratory Management I	2
CLS 431	Clinical Laboratory Management II	3
CLS 442	Clinical Immunohematology Laboratory Practicum I	1



CLS 443	Clinical Immunohematology Laboratory Practicum II	1
CLS 444	Clinical Core Laboratory Practicum I	1
CLS 445	Clinical Core Laboratory Practicum II	1
CLS 448	Clinical Microbiology Laboratory Practicum I	1
CLS 449	Clinical Microbiology Laboratory Practicum II	1

Health Professions

Chemical Business

Education

**Concentrations:**

Forensic Science (p. 127)

Health Professions (p. 128)

Chemical Business (p. 128)

Education (p. 128)

## Graduation Requirements

1. Earn a minimum of 120 credit hours, including 60 from a senior college (100 level and higher, maximum of 6 CED credit hours applicable).
2. Earn a minimum of 30 credit hours in upper-division courses. Lower-division transfer courses accepted as meeting upper-division departmental course requirements cannot be used to fulfill this requirement.
3. Earn 30 of the last 45 credit hours at MWSU in institutional coursework (exclusive of credit by examination).
4. Participate in required departmental and campus wide assessments.
5. Earn an overall GPA of at least 2.0 and a major GPA of at least 2.0.
6. Fulfill the Missouri Constitution requirement.

## Natural Science/Chemistry (Bachelor of Science, B.S.)

### Requirements

Code	Title	Credit Hours
<b>General Studies</b>		
Students must complete General Studies courses (p. 19)		42-47
<b>Core Requirements</b>		
CHE 111	General Chemistry I	5
CHE 120	General Chemistry II with Qualitative Analysis	5
CHE 310	Organic Chemistry I	3
CHE 311	Organic Chemistry Laboratory I	2
CHE 321	Quantitative Analysis	4
CHE 370	Biochemistry I	4
CHE 495	Seminar in Chemistry	2
Select one of the following:		8-10
PHY 110 & PHY 111	College Physics I and College Physics II	
PHY 210 & PHY 211	University Physics I and University Physics II	
BIO 106	Principles of Cell Biology	4
Select one of the following:		5-6
MAT 165 & MAT 166	Calculus with Analytic Geometry I: Differentiation and Calculus with Analytic Geometry I: Integration	
MAT 167	Calculus with Analytic Geometry I	
<b>Concentration</b>		
Select one of the following options:		23-48
Forensic Science		

## Forensic Science Option

Code	Title	Credit Hours
<b>Concentration Requirements</b>		
CHE 312	Organic Chemistry II	3
CHE 313	Organic Chemistry Laboratory II	2
CHE 326	Instrumental Analysis	4
Select one of the following:		4-5
CHE 340	Physical Chemistry for the Biological Sciences	
CHE 381/382	Physical Chemistry: Chemical Dynamics and Quantum Mechanics <sup>1</sup>	
CHE 383/384	Physical Chemistry: Thermodynamics and Kinetics <sup>1</sup>	
CHE 380	Environmental Chemistry & Chemical Management	3
BIO 205	Genetics	4
LAW 100	Introduction to Criminal Justice	3
LAW 190	Criminal Investigation	3
LAW 260	Criminal Law	3
LAW 320	Criminal Evidence	3
or LAW 410	Intermediate Criminal Law	
Select one of the following electives in Criminalistics Methods: <sup>2</sup>		3-5
LAW 280	Criminalistics	
LAW 500	Death Investigation	
LAW 510	Bloodstain Pattern Analysis in Violent Crimes	
LAW 525	Forensic Anthropology for Law Enforcement	
LAW 530	Human Remains: Search, Recovery, and Identification	
LAW 540	Forensic Entomology	
<b>Total Credit Hours</b>		<b>35-38</b>

<sup>1</sup> The CHE 381 Physical Chemistry: Chemical Dynamics and Quantum Mechanics or CHE 383 Physical Chemistry: Thermodynamics and Kinetics physical chemistry options contain minimum prerequisites of MAT 177 Calculus with Analytic Geometry II and PHY 210 University Physics I.

- <sup>2</sup> Students desiring to take 500 level courses to satisfy the criminalistics elective must meet the following criteria:
1. Are within 24 hours (or less) of meeting the requirements for the baccalaureate degree;
  2. Have a cumulative undergraduate grade point average of not less than 3.0;
  3. File an application for graduate admission and receive approval before registering for the graduate course;
  4. Have the consent of the instructor(s) of the graduate course(s).

## Health Professions Option

Code	Title	Credit Hours
<b>Concentration Requirements</b>		
Select seven credit hours from Chemistry courses numbered 300 or higher		7
BIO 205	Genetics	4
BIO 311	Animal Physiology	4
Select eight credit hours from Biology courses numbered 300 or higher		8
Total Credit Hours		23

## Chemical Business Option

Code	Title	Credit Hours
<b>Concentration Requirements</b>		
CHE 326	Instrumental Analysis	4
Select one of the following:		4-5
CHE 340	Physical Chemistry for the Biological Sciences	
CHE 381/382	Physical Chemistry: Chemical Dynamics and Quantum Mechanics <sup>1</sup>	
CHE 383/384	Physical Chemistry: Thermodynamics and Kinetics <sup>1</sup>	
CHE 380	Environmental Chemistry & Chemical Management	3
ACC 201	Introductory Financial Accounting	3
ACC 202	Introductory Managerial Accounting	3
ECO 260	Principles of Macroeconomics	3
ECO 261	Principles of Microeconomics	3
GBA 210	Business Statistics I	3
GBA 211	Business Law I	3
GBA 220	Business Communications	3
MGT 350	Organizational Behavior	3
MKT 301	Principles of Marketing	3
Total Credit Hours		38-39

<sup>1</sup> The CHE 381 Physical Chemistry: Chemical Dynamics and Quantum Mechanics/CHE 382 Physical Chemistry Laboratory: Chemical Dynamics and Quantum Mechanics or CHE 383 Physical Chemistry: Thermodynamics and Kinetics/CHE 384 Physical Chemistry Laboratory: Thermodynamics and Kinetics physical chemistry options contain minimum prerequisites of MAT 177 Calculus with Analytic Geometry II and PHY 210 University Physics I.

## Graduation Requirements

1. Earn a minimum of 120 credit hours, including 60 from a senior college (100 level and higher, maximum of 6 CED credit hours applicable).
2. Earn a minimum of 30 credit hours in upper-division courses. Lower-division transfer courses accepted as meeting upper-division departmental course requirements cannot be used to fulfill this requirement.
3. Earn 30 of the last 45 credit hours at MWSU in institutional coursework (exclusive of credit by examination).
4. Participate in required departmental and campus wide assessments.
5. Earn an overall GPA of at least 2.0 and a major GPA of at least 2.0.
6. Fulfill the Missouri Constitution requirement.

## Education Option

A major in Natural Science for Secondary Teachers leads to certification to teach Science in schools. Students who pursue this program should consider teaching as their immediate career goal.

Code	Title	Credit Hours
<b>Concentration Requirements</b>		
CHE 326	Instrumental Analysis	4
Select one of the following:		3-4
CHE 340	Physical Chemistry for the Biological Sciences	
CHE 381	Physical Chemistry: Chemical Dynamics and Quantum Mechanics <sup>1</sup>	
CHE 383	Physical Chemistry: Thermodynamics and Kinetics <sup>1</sup>	
CHE 380	Environmental Chemistry & Chemical Management	3
CHE 308	History and Philosophy of the Natural Sciences	3
CHE 465	Chemistry Teaching: Methods and Techniques	3
ESC 111	Physical Geology	4
or ESC 120	Meteorology	
<b>Education Professional Sequence</b>		
Students must complete the Professional Sequence (p. 222)		36
Total Credit Hours		56-57

<sup>1</sup> The CHE 381 Physical Chemistry: Chemical Dynamics and Quantum Mechanics or CHE 383 Physical Chemistry: Thermodynamics and Kinetics physical chemistry options contain minimum prerequisites of MAT 177 Calculus with Analytic Geometry II and PHY 210 University Physics I.

The above requirements complete all Missouri Secondary Education Chemistry Certification requirements. Unified Science certification requires the completion of both ESC111 and ESC120, and also completion of 4 more credit hours of biology (BIO105 or 205 are recommended). Students seeking Unified Science certification should discuss options with their Chemistry Department advisor.

## Graduation Requirements

1. Earn a minimum of 120 credit hours, including 60 from a senior college (100 level and higher, maximum of 6 CED credit hours applicable).
2. Earn a minimum of 30 credit hours in upper-division courses. Lower-division transfer courses accepted as meeting upper-division departmental course requirements cannot be used to fulfill this requirement.
3. Earn 30 of the last 45 credit hours at MWSU in institutional coursework (exclusive of credit by examination).
4. Participate in required departmental and campus wide assessments.
5. Earn an overall GPA of at least 2.75, a major GPA of 3.0 and a minimum 3.0 GPA in Education coursework.
6. Fulfill the Missouri Constitution requirement.

## Chemistry Minor

### Requirements

Code	Title	Credit Hours
<b>Minor Requirements</b>		
CHE 111	General Chemistry I	5
CHE 120	General Chemistry II with Qualitative Analysis	5
CHE 310	Organic Chemistry I	3
CHE 311	Organic Chemistry Laboratory I	2
CHE 321	Quantitative Analysis	4
CHE 326	Instrumental Analysis	4
Total Credit Hours		23

## Graduation Requirements

1. Have a valid and declared major on file (minors cannot be awarded in the same areas as the major, emphasis or concentration).
2. Earn a minimum of 3 credit hours beyond the major, emphasis, concentration and/or general studies requirements.
3. Earn a minor GPA of at least 2.0.





**COM 359 Workplace Analysis Credits: 2****Typically Offered:** Fall, Spring.**Course Description:** The application of communication concepts and theories to the analysis of profit or nonprofit organizations. Requires prior approval of the internship director and the organization. This course is one of the options that satisfies the applied learning requirement for the BA or BS Speech Communication. May not be repeated. Graded pass/fail.**Prerequisite(s):** Senior standing, declared departmental major, minimum overall GPA of 2.0, and approval of the internship director.**COM 361 Communication Internship I Credits: 1-2****Typically Offered:** Fall, Spring, Summer.**Course Description:** The student will develop objectives related to the discipline and carry out those responsibilities through an internship as approved by the director. Applies theory and skills to actual work situations. Professionally supervised work experiences related to the student's area of interest. Graded pass/fail. (At least 30 hours of work for one credit hour.) Application must be made at least one semester prior to registration. **Prerequisite(s):** Junior standing, declared departmental major, minimum overall GPA of 2.5, and approval of the internship director.**COM 382 Public Relations Writing and Design Credits: 3****Typically Offered:** Spring.**Course Description:** This workshop course emphasizes audience analysis, writing, editing, and producing public relations deliverables. With the aid of the Adobe Design Suite, students will engage in production of attractive and effective advertisements, brochures, newsletters, and magazine spreads. LAS Writing; LAS Computer Literacy. **Prerequisite(s):** Must have a C or higher in COM 215, JOU 202, and JOU 308, or departmental approval.**COM 385 Communicating Intimacy Credits: 3****Typically Offered:** Departmental Discretion.**Course Description:** This course examines the role of intimacy in close personal relationships. Emphasis is placed on intimacy as a communication construct and providing students with a practical application of various communication theories. **Prerequisite(s):** COM 104.**COM 410 Organizational Communication Credits: 3****Typically Offered:** Spring.**Course Description:** Theories and problems of human communication within a variety of organizational settings; the relationship of communication to motivation, organizational structure, nonverbal behavior, surroundings, leadership style, and information accuracy.**Prerequisite(s):** Three credit hours numbered 300 or higher from COM, ENG, or JOU.**COM 411 Crisis Public Relations & Risk Communication Credits: 3****Typically Offered:** Spring (even-numbered years).**Course Description:** Using a case study approach, this course examines the strategic communication practices throughout the stages of a crisis event including risk prediction. Emphasis placed on crisis management planning, preparing key messages, managing media, social media responses, image restoration, and ethical responses. LAS Ethics.**Prerequisite(s):** COM 104 and COM 215.**COM 412 Health Communication Credits: 3****Typically Offered:** Fall.**Course Description:** Introduces students to the practice and theoretical foundations of communication in healthcare and the promotion of public and individual health within the healthcare and health risk contexts by examining provider-patient interaction, public health campaigns, media messages, health promotion and the cultural influences on health.**Prerequisite(s):** COM 104 and 3 credit hours numbered 300 or higher in COM, NUR, PSY, or PED.**COM 415 Public Relations Campaigns Credits: 3****Typically Offered:** Fall.**Course Description:** Development of the processes and strategies of public relations campaigns including research, organization, programming and evaluation. A service learning component requires student pairing with a local nonprofit organization in completion of an actual public relations campaign. LAS Ethics. **Prerequisite(s):** COM 382.**COM 444 Public Relations Practices Credits: 1-3****Typically Offered:** Spring.**Course Description:** Application of public relations principles and techniques to corporations and non-profit agencies. Emphasis given to applied public relations campaign applications and case studies. Students gain hands-on training while implementing all or specific components of a public relations campaign for on and off-campus groups and organizations. Graded Pass/Fail. **Prerequisite(s):** A grade of C or higher in COM 382, COM 415, and COM 477.**COM 450 Independent Research/Project Credits: 1-5****Typically Offered:** Fall, Spring.**Course Description:** Investigation of a research problem, project, or topic on an individual conference basis. **Prerequisite(s):** Completion of major-minor declaration in communication studies, minimum 2.5 GPA in major field of study, and departmental approval.**COM 460 Communication Internship II Credits: 1-3****Typically Offered:** Fall, Spring, Summer.**Course Description:** The student will develop objectives related to the discipline and carry out those responsibilities through an internship as approved by the director. Applies theory and skills to actual work situations. Professionally supervised work experiences related to the student's area of interest. (Thirty hours of work for one credit hour.) Graded pass/fail. Application must be made at least one semester prior to registration. May be repeated for a total of 6 credit hours.**Prerequisite(s):** Senior standing, declared departmental major, minimum overall GPA of 2.5, and approval of the internship director.**COM 465 Methods of Teaching Speech and Drama Credits: 3****Typically Offered:** Departmental Discretion.**Course Description:** Philosophies, issues, and problems in contemporary speech education; content, structure, ethical issues, presentation and evaluation of curriculum and teaching in speech and theatre. LAS Ethics.**Prerequisite(s):** EDU 202 and EDU 203.**COM 477 Client Management & Practices Credits: 1****Typically Offered:** Fall.**Course Description:** This course examines client relationship management (CRM) as a key strategic, applied process with public relations clients. CRM is the process of building and sustaining clients for increased success and Return on Investment (ROI) of both the client and the PR practitioner. In addition, this course will assist client projects in COM 382 and COM 415 by teaching students how to address and resolve various client issues and management concerns. **Prerequisite(s):** COM 382, and credit or concurrent enrollment in COM 415.

**COM 481 Senior Portfolio Credits: 1**

**Typically Offered:** Fall, Spring.

**Course Description:** This is a workshop course for graduating seniors which includes resume and job search preparation in addition to compiling a passing graduation portfolio consisting of a resume, cover letter, reflective self-analysis, and a collection of writings and projects from major courses. COM 481 must be completed during the semester of graduation, except for summer graduates who must complete the course in the spring semester prior to graduation. Graded pass/fail.

**COM 488 International Public Relations Credits: 1**

**Typically Offered:** Departmental Discretion.

**Course Description:** International study abroad experiences and applications for public relations majors. LAS International/Intercultural.

## Journalism (JOU)

**JOU 104 Introduction to Digital Photography Credits: 3**

**Typically Offered:** Fall.

**Course Description:** This course introduces the student to composing, shooting and editing photographs. Students will learn basic manipulation of images using Adobe Photoshop and Lightroom, including preparation of images for both print and online uses. Students should have a digital camera with the ability to control the exposure, shutter speed and ISO.

**JOU 202 Reporting for the Media Credits: 3**

**Typically Offered:** Fall.

**Course Description:** Introduction to writing for print, broadcast and web media. Students will gain hands-on training in writing leads and short-and medium-length articles and learn how these articles are packaged with other media elements in newspapers and convergent media websites.

**Prerequisite(s):** ENG 104 and ENG 108.

**JOU 204 Introduction to Broadcast Journalism Credits: 3**

**Typically Offered:** Fall.

**Course Description:** Introduction to the principles of creating video journalism packages for the web and broadcast. Students learn the basics of interviewing and shooting and editing video. **Prerequisite(s):** JOU 104 or departmental approval.

**JOU 210 Journalism Lab: Newspaper Production Credits: 2**

**Typically Offered:** Fall, Spring.

**Course Description:** Supervised experience in reporting news, features, commentary, and sports; selling and designing advertising; and shooting, processing, and printing photographs. Students work on the campus newspaper, The Griffon News. May be repeated for a total of 8 credit hours.

**JOU 212 Journalism Lab: Yearbook / Magazine Production Credits: 2**

**Typically Offered:** Fall, Spring.

**Course Description:** Supervised experience in field reporting and techniques used in producing the campus yearbook. May be repeated for a total of 8 credit hours.

**JOU 214 Journalism Lab: Broadcast Production Credits: 2**

**Typically Offered:** Fall, Spring.

**Course Description:** Students will use a team-based, hands-on approach to produce broadcast and multimedia productions. These will include a combination of video, audio, text, graphics and photographs covering the people, events, and activities of the campus and community. May be repeated for a total of 8 credit hours.

**JOU 224 Web Content and Design Credits: 3**

**Typically Offered:** Fall.

**Course Description:** Students will learn the elements of effective writing for screen-based textual content in internet and intranet environments, using HTML and appropriate software to create both personal and professional Web sites to gain valuable hands-on experience. Introduces overview of content provider issues, including usability, intellectual property, security, access, database content language, writing and design. Same as ETC 224. **Prerequisite(s):** ENG 104.

**JOU 283 Introduction to Research Methods in Journalism Credits: 1-2**

**Typically Offered:** Departmental Discretion.

**Course Description:** Introduction to basic research in journalism. Individual and team projects involving methods for solving journalism-related research problems. **Prerequisite(s):** Departmental approval.

**JOU 302 Advanced Media Reporting Credits: 3**

**Typically Offered:** Spring.

**Course Description:** Advanced instruction and applied experience in reporting and writing news stories, editorials and features for converged media. LAS Writing. **Prerequisite(s):** A grade of C or higher in JOU 202.

**JOU 303 Media Law and Ethics Credits: 3**

**Typically Offered:** Spring (odd-numbered years).

**Course Description:** Defines the legal boundaries within which professional communicators must operate and raises important ethical issues that relate to media careers. LAS Ethics, LAS International/ Intercultural.

**JOU 304 Advanced Broadcast Journalism Credits: 3**

**Typically Offered:** Spring.

**Course Description:** Students produce a wide range of video packages throughout the semester, covering several genres. Building on the skills gained in the introductory course, students will learn advanced editing and story-telling techniques to produce top-notch, published packages.

**Prerequisite(s):** A grade of C or higher in JOU 202 and JOU 204.

**JOU 308 Copy Editing Credits: 3**

**Typically Offered:** Fall.

**Course Description:** Instruction and experience in editing and rewriting copy and headline writing in accordance with accepted journalistic practice. Included will be instruction in grammar and usage.

**Prerequisite(s):** A grade of C or higher in JOU 202 and ENG 108 or ENG 112.

**JOU 310 Journalism Lab: Newspaper Management Credits: 2**

**Typically Offered:** Fall, Spring.

**Course Description:** Supervised experience in managerial positions on the campus newspaper; application of the principles of professional journalism. May be repeated for a total of 8 credit hours.

**JOU 312 Journalism Lab: Yearbook Management Credits: 2**

**Typically Offered:** Fall, Spring.

**Course Description:** Supervised experience in managerial positions on the campus yearbook; applications of principles of professional journalism. May be repeated for a total of 8 credit hours.

**JOU 314 Selected Topics in Journalism Credits: 3**

**Typically Offered:** Spring (even-numbered years).

**Course Description:** Advanced course in journalism; topics vary from semester to semester. May be repeated for credit.

**JOU 316 Internship in Journalism Credits: 2-6****Typically Offered:** Fall, Spring, Summer.**Course Description:** Practical application of journalism skills in a professional setting; correlates academic preparation with supervision in a work experience (thirty clock hours of work for each hour of credit). May be repeated for a total of 12 credit hours. Graded pass/fail.**Prerequisite(s):** Junior or senior standing and departmental approval.**JOU 327 Publication Design Credits: 3****Typically Offered:** Fall.**Course Description:** A computer workshop course involving graphic design and production of effective and attractive newspaper and magazine layouts and advertisements. The course will provide instruction in design software and computer peripherals such as electronic scanners and digital photography. LAS Computer Literacy.**JOU 328 Multimedia Authoring Credits: 3****Typically Offered:** Spring (odd-numbered years).**Course Description:** An advanced class which outlines the history, principles and theories of multimedia. This course examines how elements of text, sound, video, animations and graphics work together to produce electronic products for the Web, CD/DVD and other distribution formats. Students learn appropriate multimedia software to create individual or small group multimedia projects. Same as ETC 328.**JOU 399 Upper Division Special Topics Credits: 1-3****Typically Offered:** Departmental Discretion.**Course Description:** Upper division special topics.**JOU 402 Senior Project in Convergent Media Credits: 3****Typically Offered:** Spring.**Course Description:** A senior-level workshop course that emphasizes hands-on, real-world experience in producing multimedia projects suitable for convergent media settings. **Prerequisite(s):** JOU 224, JOU 302, and JOU 327.**JOU 488 International Journalism Credits: 1****Typically Offered:** Departmental Discretion.**Course Description:** International study abroad experiences and applications for convergent journalism majors.

## Convergent Journalism (Bachelor of Science, B.S.)

### Requirements

The Bachelor of Science in Convergent Journalism meets the growing demand for media professionals trained to integrate traditional print and broadcast media into interactive, online environments. Students will learn the fundamentals of each medium - print, video, and online - in order to bring together these various media for powerful, interactive publications.

Code	Title	Credit Hours
<b>General Studies</b>		
Students must complete General Studies courses (p. 19)		42-47
<b>Major Requirements</b>		
Select one of the following:		3
FRE 100	Elementary French I	
SPA 100	Elementary Spanish I	
GER 100	Elementary German I	
Select one of the following:		3
FRE 101	Elementary French II	
SPA 101	Elementary Spanish II	

GER 101	Elementary German II	
COM 205	Introduction to Mass Media	3
COM 227	Interviewing Principles and Practices	3
JOU 104	Introduction to Digital Photography	3
JOU 202	Reporting for the Media	3
JOU 204	Introduction to Broadcast Journalism	3
Select two of the following: <sup>1</sup>		4
JOU 210	Journalism Lab: Newspaper Production	
JOU 212	Journalism Lab: Yearbook / Magazine Production	
JOU 310	Journalism Lab: Newspaper Management	
JOU 312	Journalism Lab: Yearbook Management	
JOU 214	Journalism Lab: Broadcast Production	2
JOU 224	Web Content and Design	3
JOU 302	Advanced Media Reporting	3
JOU 303	Media Law and Ethics	3
JOU 304	Advanced Broadcast Journalism	3
JOU 308	Copy Editing	3
JOU 314	Selected Topics in Journalism	3
JOU 316	Internship in Journalism	3
JOU 327	Publication Design	3
JOU 328	Multimedia Authoring	3
JOU 402	Senior Project in Convergent Media <sup>2</sup>	3
Select three credit hours of Communication courses numbered 200 or higher		3

<sup>1</sup> Students may take: JOU 210 Journalism Lab: Newspaper Production and JOU 212 Journalism Lab: Yearbook / Magazine Production; JOU 210 Journalism Lab: Newspaper Production twice; JOU 212 Journalism Lab: Yearbook / Magazine Production twice; JOU 210 Journalism Lab: Newspaper Production and JOU 310 Journalism Lab: Newspaper Management; OR JOU 212 Journalism Lab: Yearbook / Magazine Production and JOU 312 Journalism Lab: Yearbook Management for a total of 4 credit hours.

<sup>2</sup> Must be completed during the last spring semester prior to graduation.

### Graduation Requirements

1. Earn a minimum of 120 credit hours, including 60 from a senior college (100 level and higher, maximum of 6 CED credit hours applicable).
2. Earn a minimum of 30 credit hours in upper-division courses. Lower-division transfer courses accepted as meeting upper-division departmental course requirements cannot be used to fulfill this requirement.
3. Earn 30 of the last 45 credit hours at MWSU in institutional coursework (exclusive of credit by examination).
4. Participate in required departmental and campus wide assessments.
5. No more than one D permitted in major coursework.
6. Earn an overall GPA of at least 2.0 and a major GPA of at least 2.0.
7. Fulfill the Missouri Constitution requirement.



## Public Relations (Bachelor of Science, B.S.)

### Requirements

Code	Title	Credit Hours
<b>General Studies</b>		
Students must complete General Studies courses (p. 19)		42-47
<b>Major Requirements</b>		
COM 104	Oral Communication	3
COM 205	Introduction to Mass Media	3
COM 210	Presentational Communication	3
COM 215	Introduction to Public Relations	3
COM 222	Communication Theory	3
COM 305	Interpersonal Communication	3
or COM 324	Small Group Communication	
COM 314	Persuasion	3
COM 320	Research Methods In Communication	3
COM 338	Survey of Rhetorical Theory	3
COM 342	Intercultural Communication	3
or COM 345	Nonverbal Communication	
Select one Applied Learning course from the following:		2-3
COM 361	Communication Internship I	
COM 460	Communication Internship II	
Departmental approved course		
COM 444	Public Relations Practices	1-3
COM 477	Client Management & Practices	1
COM 481	Senior Portfolio <sup>1</sup>	1
Select one of the following:		2
JOU 210	Journalism Lab: Newspaper Production	
JOU 212	Journalism Lab: Yearbook / Magazine Production	
JOU 214	Journalism Lab: Broadcast Production	
<b>Public Relations Professional Sequence</b>		
JOU 104	Introduction to Digital Photography	3
JOU 202	Reporting for the Media	3
JOU 224	Web Content and Design	3
or JOU 328	Multimedia Authoring	
JOU 308	Copy Editing	3
COM 382	Public Relations Writing and Design	3
COM 410	Organizational Communication	3
COM 411	Crisis Public Relations & Risk Communication	3
or COM 412	Health Communication	
COM 415	Public Relations Campaigns	3

<sup>1</sup> Must be completed during the semester of graduation, except for Summer graduates who must complete the course in the Spring semester prior to graduation.

### Graduation Requirements

1. Earn a minimum of 120 credit hours, including 60 from a senior college (100 level and higher, maximum of 6 CED credit hours applicable).

2. Earn a minimum of 30 credit hours in upper-division courses. Lower-division transfer courses accepted as meeting upper-division departmental course requirements cannot be used to fulfill this requirement.
3. Earn 30 of the last 45 credit hours at MWSU in institutional coursework (exclusive of credit by examination).
4. Participate in required departmental and campus wide assessments.
5. No more than one D permitted in major coursework.
6. Earn an overall GPA of at least 2.0 and a major GPA of at least 2.0.
7. Fulfill the Missouri Constitution requirement.

## Speech Communication (Bachelor of Arts, B.A.)

### Requirements

Code	Title	Credit Hours
<b>General Studies</b>		
Students must complete General Studies courses (p. 19)		42-47
<b>Major Requirements</b>		
COM 104	Oral Communication	3
COM 210	Presentational Communication	3
COM 215	Introduction to Public Relations	3
COM 222	Communication Theory	3
COM 304	Media and Society	3
COM 305	Interpersonal Communication	3
or COM 324	Small Group Communication	
COM 314	Persuasion	3
or COM 334	Argumentation and Debate	
COM 320	Research Methods In Communication	3
COM 338	Survey of Rhetorical Theory	3
COM 342	Intercultural Communication	3
or COM 345	Nonverbal Communication	
COM 410	Organizational Communication	3
Select one Applied Learning course from the following:		2-3
COM 361	Communication Internship I	
COM 460	Communication Internship II	
Department approved course		
COM 481	Senior Portfolio <sup>1</sup>	1
Select three additional credit hours of Communication courses numbered 200 or higher		3
<b>Bachelor of Arts Foreign Language Requirement</b>		
Credit hours in one foreign language		12

<sup>1</sup> Must be completed during the semester of graduation, except for Summer graduates who must complete the course in the Spring semester prior to graduation.

### Graduation Requirements

1. Earn a minimum of 120 credit hours, including 60 from a senior college (100 level and higher, maximum of 6 CED credit hours applicable).
2. Earn a minimum of 30 credit hours in upper-division courses. Lower-division transfer courses accepted as meeting upper-division

departmental course requirements cannot be used to fulfill this requirement.

- Earn 30 of the last 45 credit hours at MWSU in institutional coursework (exclusive of credit by examination).
- Participate in required departmental and campus wide assessments.
- No more than one D permitted in major coursework.
- Earn an overall GPA of at least 2.0 and a major GPA of at least 2.0.
- Earn 12 credit hours in one foreign language.
- Fulfill the Missouri Constitution requirement.

## Speech Communication (Bachelor of Science, B.S.)

### Requirements

Code	Title	Credit Hours
<b>General Studies</b>		
Students must complete General Studies courses (p. 19)		42-47
<b>Major Requirements</b>		
COM 104	Oral Communication	3
COM 205	Introduction to Mass Media	3
COM 210	Presentational Communication	3
COM 215	Introduction to Public Relations	3
COM 222	Communication Theory	3
COM 304	Media and Society	3
COM 305	Interpersonal Communication	3
or COM 324	Small Group Communication	
COM 314	Persuasion	3
COM 320	Research Methods In Communication	3
COM 338	Survey of Rhetorical Theory	3
COM 342	Intercultural Communication	3
COM 345	Nonverbal Communication	3
Select one Applied Learning course from the following:		2-3
COM 361	Communication Internship I	
COM 460	Communication Internship II	
Department approved course		
COM 481	Senior Portfolio <sup>1</sup>	1
<b>Electives</b>		
Select twelve credit hours from the following with a minimum of nine credit hours of Communication courses:		12
<sup>2</sup>		
COM 227	Interviewing Principles and Practices	
COM 305	Interpersonal Communication	
COM 324	Small Group Communication	
COM 350	Selected Topics in Speech Communication	
COM 385	Communicating Intimacy	
COM 410	Organizational Communication	
COM 411	Crisis Public Relations & Risk Communication	
COM 412	Health Communication	
COM 450	Independent Research/Project	
COM 460	Communication Internship II	
ENG 232	Language Awareness	

ETC 200	Introduction to Technical Communication
JOU 202	Reporting for the Media
JOU 224	Web Content and Design
JOU 302	Advanced Media Reporting
PSY 222	Psychology of Gender
PSY 230	Psychology of Communication
PSY 260	Cross-Cultural Psychology
SOC 330	The Family

- Must be completed during the semester of graduation, except for Summer graduates who must complete the course in the Spring semester prior to graduation.
- The same course may not be counted in both the major and the elective sections.

### Graduation Requirements

- Earn a minimum of 120 credit hours, including 60 from a senior college (100 level and higher, maximum of 6 CED credit hours applicable).
- Earn a minimum of 30 credit hours in upper-division courses. Lower-division transfer courses accepted as meeting upper-division departmental course requirements cannot be used to fulfill this requirement.
- Earn 30 of the last 45 credit hours at MWSU in institutional coursework (exclusive of credit by examination).
- Participate in required departmental and campus wide assessments.
- No more than one D permitted in major coursework.
- Earn an overall GPA of at least 2.0 and a major GPA of at least 2.0.
- Fulfill the Missouri Constitution requirement.

## Journalism Minor

### Requirements

Code	Title	Credit Hours
<b>Minor Requirements</b>		
COM 205	Introduction to Mass Media	3
JOU 104	Introduction to Digital Photography	3
JOU 202	Reporting for the Media	3
JOU 204	Introduction to Broadcast Journalism	3
Select one of the following:		2
JOU 210	Journalism Lab: Newspaper Production	
JOU 212	Journalism Lab: Yearbook / Magazine Production	
JOU 214	Journalism Lab: Broadcast Production	
JOU 308	Copy Editing	3
Select six credit hours from the following:		6
COM 227	Interviewing Principles and Practices	
JOU 210	Journalism Lab: Newspaper Production	
or JOU 212	Journalism Lab: Yearbook / Magazine Production	
or JOU 214	Journalism Lab: Broadcast Production	
JOU 224	Web Content and Design	
JOU 302	Advanced Media Reporting	
JOU 303	Media Law and Ethics	

JOU 304	Advanced Broadcast Journalism	
JOU 310	Journalism Lab: Newspaper Management	
or JOU 312	Journalism Lab: Yearbook Management	
JOU 314	Selected Topics in Journalism	
JOU 316	Internship in Journalism	
JOU 327	Publication Design	
JOU 328	Multimedia Authoring	
Total Credit Hours		23

Note: No more than four total credit hours of JOU 210 Journalism Lab: Newspaper Production/JOU 212 Journalism Lab: Yearbook / Magazine Production and/or JOU 310 Journalism Lab: Newspaper Management/JOU 312 Journalism Lab: Yearbook Management will be counted toward the Journalism minor. Journalism students are encouraged to develop proficiency in journalistic reporting and writing, layout design and photography early in their academic careers.

## Graduation Requirements

1. Have a valid and declared major on file (minors cannot be awarded in the same areas as the major, emphasis or concentration).
2. Earn a minimum of 3 credit hours beyond the major, emphasis, concentration and/or general studies requirements.
3. Earn a minor GPA of at least 2.0.

## Speech Communication Minor Requirements

Code	Title	Credit Hours
<b>Minor Requirements</b>		
COM 222	Communication Theory <sup>1</sup>	3
Select eighteen credit hours from the following: <sup>2</sup>		18
COM 205	Introduction to Mass Media	
COM 210	Presentational Communication	
COM 215	Introduction to Public Relations	
COM 227	Interviewing Principles and Practices	
COM 304	Media and Society	
COM 305	Interpersonal Communication	
COM 314	Persuasion	
COM 320	Research Methods In Communication	
COM 324	Small Group Communication	
COM 338	Survey of Rhetorical Theory	
COM 342	Intercultural Communication	
COM 345	Nonverbal Communication	
COM 350	Selected Topics in Speech Communication	
COM 385	Communicating Intimacy	
COM 410	Organizational Communication	
COM 411	Crisis Public Relations & Risk Communication	
COM 412	Health Communication	
Total Credit Hours		21

<sup>1</sup> A grade of C or higher must be earned in this course.

<sup>2</sup> 12 credit hours must be numbered 300 or higher.

## Graduation Requirements

1. Have a valid and declared major on file (minors cannot be awarded in the same areas as the major, emphasis or concentration).
2. Earn a minimum of 4 credit hours beyond the major, emphasis, concentration and general studies requirements.
3. Earn a minor GPA of at least 2.0.

## Speech and Theatre Minor Requirements

Code	Title	Credit Hours
<b>Minor Requirements</b>		
COM 210	Presentational Communication	3
or COM 334	Argumentation and Debate	
COM 305	Interpersonal Communication	3
or COM 324	Small Group Communication	
COM 465	Methods of Teaching Speech and Drama	3
THR 113	Introduction to Theatre	3
THR 221	Technical Production 1	3
THR 228	Acting I	3
THR 275	Script Analysis	3
THR 348	Directing for the Stage I	3
Total Credit Hours		24

Note: Additional course work is required for teaching certification.

## Graduation Requirements

1. Have a valid and declared major on file (minors cannot be awarded in the same areas as the major, emphasis or concentration).
2. Earn a minimum of 3 credit hours beyond the major, emphasis, concentration and/or general studies requirements.
3. Earn a minor GPA of at least 2.0.

## Teacher Certification in Journalism

State certification to teach journalism in grades 9-12 in Missouri requires 30 credits beyond the professional sequence in secondary education, which must include a teaching methods course in journalism.

Code	Title	Credit Hours
<b>Certification Requirements</b>		
COM 205	Introduction to Mass Media	3
JOU 202	Reporting for the Media	3
JOU 303	Media Law and Ethics	3
JOU 308	Copy Editing	3
JOU 314	Selected Topics in Journalism	3
Select fifteen additional credit hours in Journalism electives from the following:		15
JOU 104	Introduction to Digital Photography	
JOU 210	Journalism Lab: Newspaper Production	

JOU 212	Journalism Lab: Yearbook / Magazine Production
JOU 224	Web Content and Design
JOU 302	Advanced Media Reporting
JOU 310	Journalism Lab: Newspaper Management
JOU 312	Journalism Lab: Yearbook Management
JOU 314	Selected Topics in Journalism
JOU 316	Internship in Journalism
JOU 327	Publication Design
EPR 422	Public Relations Writing
ENG 232	Language Awareness
ENG 301	Advanced Composition
ENG 364	Introduction to Composition Theory
ENG 365	Teaching Writing in Middle and Secondary Schools

## Department of Computer Science, Mathematics & Physics

Dr. Jennifer Hegeman, Chairperson

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The Department of Computer Science, Mathematics and Physics contributes to the liberal arts education of all students and, in addition, provides specialized programs in computer science, computer information systems, mathematics, and physics for those students who desire a more thorough preparation for jobs in business, government, industry, and educational institutions.

### Admission

#### Admission Requirements

Majors in the department which have admission requirements are listed below. Majors which are not listed on this page do not have specific requirements for admission. Information about the recommended coursework a student might take prior to declaring the major can be obtained from the department.

#### Applied Computer Technology

The student must be enrolled in CSC 184 Computing Concepts I or have completed CSC 184 Computing Concepts I with a grade of C or higher, or have an ACT composite score of 25 or higher, or an ACT Science Reasoning score of 28 or higher. In addition, the student must have an overall GPA of at least 2.0.

#### Computer Information Systems

The student must be enrolled in CSC 184 Computing Concepts I or have completed CSC 184 Computing Concepts I with a grade of C or higher, or have an ACT composite score of 25 or higher, or an ACT Science Reasoning score of 28 or higher. In addition, the student must have an overall GPA of at least 2.0. CS-CIS majors must take ECO 260 Principles of Macroeconomics or ECO 261 Principles of Microeconomics to meet the Social Sciences portion of the General Studies program.

#### Computer Science

The student must be enrolled in CSC 184 Computing Concepts I or have completed CSC 184 Computing Concepts I with a grade of C or higher, or have an ACT composite score of 25 or higher, or an ACT Science Reasoning score of 28 or higher. In addition, the student must have an overall GPA of at least 2.0.

#### Mathematics

The student must have completed MAT 166 Calculus with Analytic Geometry I: Integration or MAT 167 Calculus with Analytic Geometry I with a grade of C or higher, or have an ACT Mathematics score of 28 or higher.

#### Mathematics (Education)

- ACT composite score on file
- Successful completion of the Missouri General Education Assessment (MoGEA)
- Overall GPA of 2.75
- Education course GPA of 3.0

- Content area GPA of 3.0
- Satisfactory completion of EDU 202/203

ACT and MoGEA scores should be received the semester before application for admission to teacher education is made (up to 4 months should be allowed for scores to be processed).

\*Alternative avenues to Teacher Education available for recruitment of historically under-served populations. Contact the Department Chairperson for guidelines and procedures.

### Majors

- Applied Computer Technology (Bachelor of Science, B.S.) (p. 146)
- Computer Science (Bachelor of Science, B.S.) (p. 146)
- Mathematics (Bachelor of Science, B.S.) (p. 147)
- Teacher Education in Mathematics (Bachelor of Science, B.S.) (p. 148)

### Minors

#### Minors

- Applied Computer Technology Minor (p. 148)
- Cognitive Science Minor (p. 256)
- Computer Science Minor (p. 149)
- Mathematics Minor (p. 149)
- Physics Minor (p. 149)

### Courses

#### Applications of Computer Technology (ACT)

**ACT 102 Introduction to Web Page Development Credits: 3**

**Typically Offered:** Fall, Spring.

**Course Description:** This course is an introduction to the design, creation, and maintenance of web pages and websites. Students learn how to critically evaluate website quality, create and maintain quality web pages, investigate web design standards, and create and manipulate images. The course progresses through web design tools HTML, XHTML, Cascading Style Sheets, and concludes with PHP. Each student will develop a fictitious organization website.

**ACT 202 Introduction to Web Graphics Credits: 3**

**Typically Offered:** Fall.

**Course Description:** This course provides a comprehensive introduction to the Adobe Design Suite exploring the design applications Illustrator, Fireworks, Flash, and Photoshop CS. With the use of exercises and projects, the student will develop an extensive understanding of the tools and methods associated with the software. Real-world issues will be addressed to build problem-solving and critical thinking skills necessary for advanced course work. **Prerequisite(s):** A grade of C or higher in ACT 102.

**ACT 211 Internet Scripting Credits: 3**

**Typically Offered:** Fall.

**Course Description:** This course covers basic internet scripting technologies such as PHP, JavaScript, and ASP. **Prerequisite(s):** A grade of C or higher in ACT 102 and CSC 184.

**ACT 301 Applied Database Systems Credits: 3****Typically Offered:** Fall.**Course Description:** Emphasis is placed upon the core concepts of relational database application development. Students will gain proficiency in Microsoft Access; the concepts learned will allow the students to apply database application development concepts to a real world type application. **Prerequisite(s):** A grade of C or higher in CSC 184 or CSC 201.**ACT 302 Decision Support Systems Credits: 3****Typically Offered:** Spring.**Course Description:** This course uses statistics to help solve business problems, examines case examples of statistical analysis in areas such as marketing, finance and management, and teaches descriptive and inferential techniques using a statistical computer software application - Excel. Topics to be covered include Creating Charts, Working with Charts, Using List Features and Templates, Working with Advanced Functions, Analyzing Data, Using PivotTables, and Working with Data Analysis Tools. **Prerequisite(s):** A grade of C or higher in CSC 201.**ACT 311 Web Development Tools Credits: 3****Typically Offered:** Spring.**Course Description:** This course uses Adobe Design Suite tools to lead the student through the process of web-application development. Students will gain knowledge and hands-on practice in building and maintaining web applications using Dreamweaver, Flash, and Photoshop. Students will use Java, PHP and MySQL to interact with external databases. **Prerequisite(s):** A grade of C or higher in ACT 211.**ACT 405 Business Intelligence Credits: 3****Typically Offered:** Fall.**Course Description:** Students learn how to make better business decisions, use fewer resources, and improve the company's bottom line by developing and using a data warehouse. This course provides an overview of business intelligence and data warehousing and gives students a look at all the major facets of developing and using a data warehouse to make effective business decisions. **Prerequisite(s):** A grade of C or higher in CSC 305.**ACT 476 Applications of Computer Information Sciences Capstone Credits: 3****Typically Offered:** Spring.**Course Description:** The capstone course will encompass and consolidate all of the concepts covered in the ACT curriculum. In this course, students will manage an Information Systems project, design an appropriate database and incorporate both LAN and Web-based distributed information solutions to support a business process, effectively document the system and incorporate elements of the general education into a successfully implemented information systems solution. **Prerequisite(s):** A grade of C or higher in CSC 400.

## Computer Science (CSC)

**CSC 184 Computing Concepts I Credits: 3****Typically Offered:** Fall, Spring.**Course Description:** Introduction to problem solving utilizing the Java programming language. Topics include algorithm and program development, syntax of java in input/output, assignment operations, program control structures, character data manipulation, functions, and single dimension arrays. LAS Computer Literacy. **Prerequisite(s):** A grade of C or higher in either ACT 102 or EGT 102, or an ACT math score of 22 or higher or the equivalent.**CSC 200 Computer Systems and Architectures Credits: 3****Typically Offered:** Fall.**Course Description:** This course is an introduction to microcomputer systems including the Windows operating system and microcomputer architecture. IT infrastructures including database, networking, and systems development as well as basic hardware/software concepts will be emphasized. Security and ethical issues are considered throughout the course. This course will not be accepted as a Computer Science elective for CSC degree programs.**CSC 201 Microcomputer Applications Credits: 3****Typically Offered:** Fall, Spring.**Course Description:** Applications of productivity software such as Microsoft Office Word, Excel, Access, and PowerPoint for careers, school, and home. Impact of technology on society by computer information systems, networks, e-commerce, and the Internet is included. Previous computer experience recommended.**CSC 208 Discrete Structures I Credits: 3****Typically Offered:** Fall.**Course Description:** This course is a study of mathematical reasoning including the nature and methods of proof, relations and functions, combinatorics and graph theory, Boolean algebra, and applications of these topics. Attention will be given to the direct applications to computer science. **Prerequisite(s):** A grade of C or higher or concurrent enrollment in both CSC 254 and MAT 166 or MAT 167.**CSC 245 Enterprise Systems Computing: COBOL I Credits: 3****Typically Offered:** Fall (even-numbered years).**Course Description:** This course explores the structure of the COBOL programming language, to include basic syntax, flow control, record and memory structures, input/output and report writing. A real-world enterprise system environment will be used to provide exposure to JCL and various tools that support business processes and information flow. **Prerequisite(s):** A grade of C or higher in CSC 254.**CSC 246 High-Level Programming Language Credits: 3****Typically Offered:** Fall (odd-numbered years).**Course Description:** This course explores the structure of a high-level programming language different from java and COBOL. This course typically includes coverage of topics such as data types, flow control structures, record or class structures, input/output commands, and basic user interface design. **Prerequisite(s):** A grade of C or higher in CSC 254.**CSC 254 Computing Concepts II Credits: 3****Typically Offered:** Fall, Spring.**Course Description:** This course is a continuation of CSC 184. Topics include multidimensional arrays and array processing, elementary sorting and searching techniques, classes, dynamic memory allocation, linked lists, data abstraction, and GUI interface creating. **Prerequisite(s):** A grade of C or higher in CSC 184.**CSC 274 Introduction to Unix/Linux Credits: 3****Typically Offered:** Spring.**Course Description:** An introductory course on UNIX/Linux and its applications. Topics covered include: basic commands and system structures; system tools; output redirection; command line text editing, e-mail and system calls; file system basics; and, basic shell scripting. Basic security issues will also be discussed. The course material is intended to prepare students for versatile use of any UNIX/Linux system and as a foundation for numerous UNIX/Linux certification programs. **Prerequisite(s):** A grade of C or higher in CSC 184.

**CSC 283 Introduction to Research Methods in Computer Science****Credits: 1-2****Typically Offered:** Departmental Discretion.**Course Description:** Introduction to basic research methods in Computer Science. Individual and team projects involving methods for solving computer science-related research problems. **Prerequisite(s):** Departmental approval.**CSC 285 Data Structures Credits: 3****Typically Offered:** Spring.**Course Description:** Topics include algorithm analysis and the implementation of stacks, queues, linked lists, trees, and other data structures. Principles of data abstraction are emphasized throughout the course. **Prerequisite(s):** A grade of C or higher in both CSC 254 and MAT 112, MAT 116, or higher.**CSC 289 Computational Methods for Computer Science Credits: 3****Typically Offered:** Spring (even-numbered years).**Course Description:** This course provides the underlying mathematical foundations and applied algorithms that are used across the basic fields in Computer Science. The course will focus on the computational algorithms in the fields of semantic search, data encryption and computer security, computer graphics, gaming and simulation. Further the course will consider the impact/computational limitations of current hardware on the application of these algorithms. **Prerequisite(s):** A grade of C or higher in CSC 254.**CSC 294 Networking and Telecommunications Credits: 3****Typically Offered:** Fall.**Course Description:** An examination of current computer communication technologies and their protocol structures as applied to computer networks and telecommunication systems. Topics include the physical layers, architectural elements, and information layers of a communication network; protocols; switching; routing; LANs; and WANs. **Prerequisite(s):** A grade of C or higher in CSC 184.**CSC 305 Database Architecture and Concepts Credits: 3****Typically Offered:** Spring.**Course Description:** An introduction to Database Concepts and Architecture, with an emphasis on the Relational Database Model. **Prerequisite(s):** A grade of C or higher in ACT 301.**CSC 318 Simulation and Modeling Credits: 3****Typically Offered:** Spring.**Course Description:** An introduction to computerized simulations. Focus is on the architecture and development of time-step and event-sequenced models used extensively by industry and government. Other topics include process generators for random events, the development of computerized games for management training, and current simulation research. **Prerequisite(s):** A grade of C or higher in CSC 285.**CSC 328 Computer Graphics Credits: 3****Typically Offered:** Fall.**Course Description:** A course in the techniques for picture transformation, curve and surface approximation; study and implementation of graphical languages and data structure; organization of graphical systems; use of the microcomputer as tools for displaying graphical data. **Prerequisite(s):** A grade of C or higher in CSC 285.**CSC 345 Enterprise Systems Computing: COBOL II Credits: 3****Typically Offered:** Spring (odd-numbered years).**Course Description:** This course explores the advanced features of COBOL, to include validation and exception handling, table control processing, sorting, master/transaction indexed file processing and management of large-scale software development. Students will continue using a real-world enterprise system environment to integrate their business driven software packages. This is a continuation of CSC 245. **Prerequisite(s):** A grade of C or higher in CSC 245.**CSC 346 Data Exchange Technologies Credits: 3****Typically Offered:** Spring (even-numbered years).**Course Description:** This course explores the exchange of data between computer systems. It explores data exchange technologies such as XML and JSON. Programming techniques such as AJAX will also be used in conjunction with various API's to develop web-based or desktop applications. Students are encouraged to review HTML, CSS, and JavaScript prior to the beginning of the course. **Prerequisite(s):** ACT 301 with a grade of C or higher and either ACT 211 or CSC 254 with a grade of C or higher.**CSC 384 Computer Architecture and Assembly Language Programming****Credits: 3****Typically Offered:** Fall (even-numbered years).**Course Description:** This course is an investigation of the logical basis of computers at the machine language level. Machine representation of numbers and characters, instruction formats, machine operations, addressing techniques, and assembly level programming techniques will be covered. **Prerequisite(s):** A grade of C or higher in CSC 254.**CSC 386 Operating Systems Concepts Credits: 3****Typically Offered:** Spring (even-numbered years).**Course Description:** This course is an introduction to operating system principles. Topics include processor management, real and virtual storage management, device management and scheduling, multiprocessing, concurrent programming, and other topics related to operating systems. The course also includes a survey of major operating systems. **Prerequisite(s):** A grade of C or higher in both CSC 285 and CSC 384.**CSC 400 Systems Analysis and Design Credits: 3****Typically Offered:** Fall.**Course Description:** Study of structured systems development. Emphasis on strategies and techniques of structured analysis and object oriented design for producing logical methodologies for dealing with the development of information systems. LAS Writing. **Prerequisite(s):** Credit or concurrent enrollment in CSC 305.**CSC 406 Object Oriented Applications and Program Development****Credits: 3****Typically Offered:** Fall.**Course Description:** This course emphasizes the application of Object Oriented Programming (OOP) concepts in the java programming language to large-scale programming problems. The course includes application of techniques such as the Unified Modeling Language (UML). LAS Writing. **Prerequisite(s):** A grade of C or higher in CSC 285 and credit or concurrent enrollment in CSC 305.







**MAT 217 Mathematics and Technology Credits: 3****Typically Offered:** Spring (odd-numbered years).**Course Description:** An introduction to numerical methods and symbolic computation using a computer algebra system. Iterative and recursive algorithms will be used to explore mathematical problem-solving techniques such as factoring and simplifying expressions, solving equations, differentiation and integration, and plotting curves and surfaces. LAS Computer Literacy. **Prerequisite(s):** Credit or concurrent enrollment in MAT 177.**MAT 263 History of Mathematics Credits: 3****Typically Offered:** Fall (even-numbered years).**Course Description:** A study of the most important proofs from the history of mathematics and the lives of the mathematicians who produced them. **Prerequisite(s):** Credit or concurrent enrollment in MAT 177.**MAT 283 Introduction to Research Methods in Mathematics Credits: 1-2****Typically Offered:** Departmental Discretion.**Course Description:** Introduction to basic research methods in Mathematics. Individual and team projects involving methods for solving mathematics-related research problems. **Prerequisite(s):** Departmental approval.**MAT 287 Calculus with Analytic Geometry III Credits: 5****Typically Offered:** Spring.**Course Description:** The third of three sequenced courses in calculus. Includes the study of solid analytic geometry, vectors and vector calculus, partial differentiation, and multiple integrals. **Prerequisite(s):** A grade of C or higher in MAT 177.**MAT 306 Linear Algebra Credits: 3****Typically Offered:** Spring.**Course Description:** Vector spaces, linear transformations, matrix operations, determinants, matrix inversion, linear systems, eigenvalues, canonical forms. **Prerequisite(s):** Credit or concurrent enrollment in MAT 287.**MAT 315 Topics in Geometry Credits: 3****Typically Offered:** Spring (even-numbered years).**Course Description:** Synthetic projective geometry; basic symbolic logic; mathematical systems and finite geometries; algebraic geometry; non-Euclidean geometry. **Prerequisite(s):** Credit or concurrent enrollment in MAT 306.**MAT 317 Differential Equations Credits: 3****Typically Offered:** Fall (even-numbered years).**Course Description:** Common types of ordinary differential equations; differential operators, Laplace transforms; systems of differential equations; partial differential equations; Fourier series; applications. LAS Computer Literacy. **Prerequisite(s):** A grade of C or higher in both MAT 287 and MAT 306.**MAT 332 Probability Theory Credits: 3****Typically Offered:** Fall (odd-numbered years).**Course Description:** The study of discrete and continuous probability distributions. **Prerequisite(s):** A grade of C or higher in MAT 177.**MAT 352 Mathematics for Elementary and Middle School Teachers I Credits: 3****Typically Offered:** Fall, Spring.**Course Description:** The development of a teacher's understanding of elementary school mathematics, including the study of whole number arithmetic, mental mathematics, pre-algebra, problem solving, number theory, and operations on fractions, integers, decimals, and irrational numbers. Not applicable to the major or minor in mathematics. Elementary and Middle School education majors may not take the course until officially admitted to teacher education. **Prerequisite(s):** A grade of C or higher in MAT 112 or MAT 116.**MAT 353 Mathematics for Elementary and Middle School Teachers II Credits: 3****Typically Offered:** Fall, Spring.**Course Description:** Introductory geometry; geometric constructions; measurement geometry; motion geometry; introductory probability and statistics. Not applicable to the major or minor in mathematics. **Prerequisite(s):** A grade of C or higher in MAT 352.**MAT 401 Advanced Modeling Credits: 3****Typically Offered:** Spring (odd-numbered years).**Course Description:** A study of the modeling process including creative and empirical model construction, model analysis, and model research. **Prerequisite(s):** A grade of C or higher in MAT 317.**MAT 407 Advanced Calculus Credits: 3****Typically Offered:** Spring (even-numbered years).**Course Description:** Elementary topological aspects of the real numbers, sequences, limits and continuity, differentiation, integration, and infinite series. **Prerequisite(s):** A grade of C or higher in MAT 206 and MAT 306.**MAT 416 Abstract Algebra Credits: 3****Typically Offered:** Fall (even-numbered years).**Course Description:** Groups, rings, and fields; definitions and fundamental theorems; homomorphisms and isomorphisms; polynomials and field extensions. LAS Writing. **Prerequisite(s):** A grade of C or higher in MAT 206 and MAT 306.**MAT 432 Mathematical Statistics Credits: 3****Typically Offered:** Spring (even-numbered years).**Course Description:** A continuation of MAT 332 to include the theory and applications of estimation, hypothesis testing, regression and correlation, analysis of variance and nonparametric statistics. **Prerequisite(s):** A grade of C or higher in MAT 332.**MAT 450 Independent Research/Project Credits: 1-3****Typically Offered:** Fall, Spring.**Course Description:** Investigation of a research problem, project, or topic on an individual conference basis. **Prerequisite(s):** Declared Mathematics major, a minimum of 2.5 GPA in major field, a grade of C or higher in MAT 287, and departmental approval.**MAT 451 Internship in Mathematics Credits: 1-3****Typically Offered:** Fall, Spring, Summer.**Course Description:** An academic program which offers mathematics majors an opportunity to integrate theory with practice. Students work full-time or part-time for a company in a position related to the mathematics major. Anticipated learning objectives are established in a contract agreed to by the student, the company supervisor, and the departmental faculty sponsor. May be repeated for a total of 6 credits. **Prerequisite(s):** Declared Mathematics major, a minimum of 2.5 GPA, MAT 287, and permission of the faculty sponsor.



**PHY 410 Selected Topics in Physics Credits: 3****Typically Offered:** Spring (odd-numbered years).**Course Description:** Presentation of one of the following topics: 01-mathematical physics; 02-classical mechanics; 03-thermodynamics; 04-electricity and magnetism; 05-optics; 06-quantum mechanics; 07-astrophysics; 08-solid state physics; 09-nuclear and particle physics; 10-computational physics. **Prerequisite(s):** Departmental approval.**PHY 450 Independent Research/Project Credits: 1-3****Typically Offered:** Fall, Spring.**Course Description:** Investigation of a research problem, project, or topic on an individual conference basis. **Prerequisite(s):** Completion of the minor declaration in physics, minimum 2.5 GPA in minor field, and departmental approval.**PHY 465 Physics Teaching: Methods and Materials Credits: 2****Typically Offered:** Fall (even-numbered years).**Course Description:** Techniques, materials, and equipment used in teaching physics in secondary schools. **Prerequisite(s):** PHY 111 or PHY 312.

## Applied Computer Technology (Bachelor of Science, B.S.)

### Requirements

Code	Title	Credit Hours
<b>General Studies</b>		
Students must complete General Studies courses (p. 19)		42-47
<b>Major Requirements</b>		
ACT 102	Introduction to Web Page Development	3
ACT 202	Introduction to Web Graphics	3
or ART 229	Design Software Applications	
ACT 211	Internet Scripting	3
ACT 301	Applied Database Systems	3
ACT 302	Decision Support Systems	3
ACT 311	Web Development Tools	3
ACT 405	Business Intelligence	3
ACT 476	Applications of Computer Information Sciences Capstone	3
CSC 184	Computing Concepts I	3
CSC 200	Computer Systems and Architectures	3
or CSC 274	Introduction to Unix/Linux	
CSC 201	Microcomputer Applications	3
CSC 294	Networking and Telecommunications	3
CSC 305	Database Architecture and Concepts	3
CSC 400	Systems Analysis and Design	3
GBA 220	Business Communications	3
Select one of the following:		3
GBA 210	Business Statistics I	
MAT 111	Introductory Statistics	
MAT 111E	Introductory Statistics	
<b>Electives</b>		
Select eighteen credit hours of electives <sup>1</sup>		18

<sup>1</sup> The requirements for the elective area may be met by one of the following methods:

1. Earned minor awarded in conjunction with the ACT major degree.
2. Earned second major in conjunction with the ACT degree.
3. A previous bachelor's degree from MWSU or other accredited 4-year college or university.

### Graduation Requirements

1. Earn a minimum of 120 credit hours, including 60 from a senior college (100 level and higher, maximum of 6 CED credit hours applicable).
2. Earn a minimum of 30 credit hours in upper-division courses. Lower-division transfer courses accepted as meeting upper-division departmental course requirements cannot be used to fulfill this requirement.
3. Earn 30 of the last 45 credit hours at MWSU in institutional coursework (exclusive of credit by examination).
4. Participate in required departmental and campus wide assessments.
5. Earn a grade of C or higher in all major coursework.
6. Earn an overall GPA of at least 2.0 and a major GPA of at least 2.0.
7. Fulfill the Missouri Constitution requirement.

## Computer Science (Bachelor of Science, B.S.)

### Requirements

Code	Title	Credit Hours
<b>General Studies</b>		
Students must complete General Studies courses (p. 19)		42-47
<b>Core Requirements</b>		
CSC 184	Computing Concepts I	3
CSC 245	Enterprise Systems Computing: COBOL I	3
or CSC 246	High-Level Programming Language	
CSC 254	Computing Concepts II	3
CSC 285	Data Structures	3
CSC 289	Computational Methods for Computer Science	3
CSC 294	Networking and Telecommunications	3
ACT 301	Applied Database Systems	3
CSC 305	Database Architecture and Concepts	3
CSC 345	Enterprise Systems Computing: COBOL II	3
or CSC 346	Data Exchange Technologies	
CSC 406	Object Oriented Applications and Program Development	3
CSC 410	Network Security Technologies	3
Select one of the following Statistics courses:		3
GBA 210	Business Statistics I	
MAT 111	Introductory Statistics	
MAT 111E	Introductory Statistics	
<b>Concentration</b>		
Select one of the following concentrations in Computer Science:		27-30

General Concentration

Computer Information Systems Concentration

## General Concentration

Code	Title	Credit Hours
<b>Concentration Requirements</b>		
MAT 165 & MAT 166	Calculus with Analytic Geometry I: Differentiation and Calculus with Analytic Geometry I: Integration	5-6
or MAT 167	Calculus with Analytic Geometry I	
CSC 208	Discrete Structures I	3
CSC 318	Simulation and Modeling	3
CSC 328	Computer Graphics	3
CSC 384	Computer Architecture and Assembly Language Programming	3
CSC 386	Operating Systems Concepts	3
CSC 484	Compiler Theory	3
Select six credit hours from Computer Science or Mathematics courses numbered 300 or higher		6
Total Credit Hours		29-30

Note: In addition, Computer Science majors must take PHY 110 College Physics I or PHY 210 University Physics I to meet the Natural Sciences portion of their General Studies program.

## Computer Information Systems Concentration

Code	Title	Credit Hours
<b>Concentration Requirements</b>		
ACT 102	Introduction to Web Page Development	3
CSC 200	Computer Systems and Architectures	3
or CSC 274	Introduction to Unix/Linux	
CSC 201	Microcomputer Applications	3
CSC 400	Systems Analysis and Design	3
ACT 476	Applications of Computer Information Sciences Capstone	3
ACC 201	Introductory Financial Accounting	3
ACC 202	Introductory Managerial Accounting	3
GBA 220	Business Communications	3
Select three credit hours from Computer Science or Application of Computer Technology courses numbered 300 or higher		3
Total Credit Hours		27

Note: In addition, Computer Information Systems majors must take ECO 260 Principles of Macroeconomics or ECO 261 Principles of Microeconomics to meet the Social Sciences portion of their General Studies program.

## Graduation Requirements

1. Earn a minimum of 120 credit hours, including 60 from a senior college (100 level and higher, maximum of 6 CED credit hours applicable).

2. Earn a minimum of 30 credit hours in upper-division courses. Lower-division transfer courses accepted as meeting upper-division departmental course requirements cannot be used to fulfill this requirement.
3. Earn 30 of the last 45 credit hours at MWSU in institutional coursework (exclusive of credit by examination).
4. Participate in required departmental and campus wide assessments.
5. Earn a grade of C or higher in all major coursework.
6. Earn an overall GPA of at least 2.0 and a major GPA of at least 2.0.
7. Fulfill the Missouri Constitution requirement.

## Mathematics (Bachelor of Science, B.S.)

### Requirements

The mathematics major advisor can provide information on the selection of elective courses which will best prepare the student for graduate study or a career in actuarial science, applied mathematics or teaching secondary school mathematics, as well as other careers requiring a strong mathematics background.

Code	Title	Credit Hours
<b>General Studies</b>		
Students must complete General Studies courses (p. 19)		42-47
<b>Major Requirements</b>		
MAT 165 & MAT 166	Calculus with Analytic Geometry I: Differentiation and Calculus with Analytic Geometry I: Integration	5-6
or MAT 167	Calculus with Analytic Geometry I	
MAT 177	Calculus with Analytic Geometry II	5
MAT 206	Mathematical Transitions	3
MAT 287	Calculus with Analytic Geometry III	5
MAT 306	Linear Algebra	3
Select twenty-four credit hours from the following with at least twelve credit hours from Section B:		24
Section A		
MAT 201	Combinatorics	
MAT 217	Mathematics and Technology	
MAT 263	History of Mathematics	
MAT 315	Topics in Geometry	
MAT 317	Differential Equations	
MAT 332	Probability Theory	
Section B		
MAT 401	Advanced Modeling	
MAT 407	Advanced Calculus	
MAT 416	Abstract Algebra	
MAT 432	Mathematical Statistics	
MAT 450	Independent Research/Project	
MAT 462	Number Theory	
MAT 465	Mathematics Teaching: Methods and Materials	
MAT 470	Seminar in Mathematics	

## Graduation Requirements

1. Earn a minimum of 120 credit hours, including 60 from a senior college (100 level and higher, maximum of 6 CED credit hours applicable).
2. Earn a minimum of 30 credit hours in upper-division courses. Lower-division transfer courses accepted as meeting upper-division departmental course requirements cannot be used to fulfill this requirement.
3. Earn 30 of the last 45 credit hours at MWSU in institutional coursework (exclusive of credit by examination).
4. Participate in required departmental and campus wide assessments.
5. Earn a grade of C or higher in all major coursework.
6. Earn an overall GPA of at least 2.0 and a major GPA of at least 2.0.
7. Fulfill the Missouri Constitution requirement.

## Teacher Education in Mathematics (Bachelor of Science, B.S.) Requirements

A major in Mathematics for Secondary Teachers leads to certification to teach Math in schools. Students who pursue this program should consider teaching as their immediate career goal.

Code	Title	Credit Hours
<b>General Studies</b>		
Students must complete General Studies courses (p. 19)		42-47
<b>Major Requirements</b>		
MAT 165 & MAT 166	Calculus with Analytic Geometry I: Differentiation and Calculus with Analytic Geometry I: Integration	5-6
or MAT 167	Calculus with Analytic Geometry I	
MAT 177	Calculus with Analytic Geometry II	5
MAT 206	Mathematical Transitions	3
MAT 287	Calculus with Analytic Geometry III	5
MAT 306	Linear Algebra	3
Select twenty-four credit hours from the following with at least twelve credit hours from Section B:		24
<b>Section A</b>		
MAT 201	Combinatorics	
MAT 217	Mathematics and Technology <sup>1</sup>	
MAT 263	History of Mathematics <sup>1</sup>	
MAT 315	Topics in Geometry <sup>1</sup>	
MAT 317	Differential Equations	
MAT 332	Probability Theory <sup>1</sup>	
<b>Section B</b>		
MAT 401	Advanced Modeling	
MAT 407	Advanced Calculus	
MAT 416	Abstract Algebra <sup>1</sup>	
MAT 432	Mathematical Statistics <sup>1</sup>	
MAT 450	Independent Research/Project	
MAT 462	Number Theory <sup>1</sup>	
MAT 465	Mathematics Teaching: Methods and Materials <sup>1</sup>	

MAT 470 Seminar in Mathematics

### Education Professional Sequence

Students must complete the Professional Sequence (p. 222) 36

<sup>1</sup> Required for Teacher Certification

## Graduation Requirements

1. Earn a minimum of 120 credit hours, including 60 from a senior college (100 level and higher, maximum of 6 CED credit hours applicable).
2. Earn a minimum of 30 credit hours in upper-division courses. Lower-division transfer courses accepted as meeting upper-division departmental course requirements cannot be used to fulfill this requirement.
3. Earn 30 of the last 45 credit hours at MWSU in institutional coursework (exclusive of credit by examination).
4. Participate in required departmental and campus wide assessments.
5. Earn a grade of C or higher in all major coursework.
6. Earn an overall GPA of at least 2.75, a major GPA of 3.0 and a minimum 3.0 GPA in Education coursework.
7. Fulfill the Missouri Constitution requirement.

## Applied Computer Technology Minor Requirements

Majors in Computer Science are not eligible for a minor in Applied Computer Technology.

Code	Title	Credit Hours
<b>Minor Requirements</b>		
ACT 102	Introduction to Web Page Development	3
CSC 201	Microcomputer Applications	3
ACT 301	Applied Database Systems	3
ACT 302	Decision Support Systems	3
Select six credit hours from the following:		6
ACT 211	Internet Scripting	
ACT 311	Web Development Tools	
ACT 405	Business Intelligence	
CSC 184	Computing Concepts I	
CSC 305	Database Architecture and Concepts	
Total Credit Hours		18

## Graduation Requirements

1. Have a valid and declared major on file (minors cannot be awarded in the same areas as the major, emphasis or concentration).
2. Earn a minimum of 3 credit hours beyond the major, emphasis, concentration and general studies requirements.
3. Earn a grade of C or higher in all minor coursework.
4. Earn a minor GPA of at least 2.0.

## Computer Science Minor Requirements

Majors in Applied Computer Technology are not eligible for a minor in Computer Science.

Code	Title	Credit Hours
<b>Minor Requirements</b>		
CSC 184	Computing Concepts I	3
CSC 254	Computing Concepts II	3
CSC 285	Data Structures	3
CSC 384	Computer Architecture and Assembly Language Programming	3
Select six credit hours from the following:		6
CSC 294	Networking and Telecommunications	
CSC 318	Simulation and Modeling	
CSC 328	Computer Graphics	
CSC 410	Network Security Technologies	
Total Credit Hours		18

## Graduation Requirements

1. Have a valid and declared major on file (minors cannot be awarded in the same areas as the major, emphasis or concentration).
2. Earn a minimum of 3 credit hours beyond the major, emphasis, concentration and general studies requirements.
3. Earn a grade of C or higher in all minor coursework.
4. Earn a minor GPA of at least 2.0.

## Mathematics Minor Requirements

Code	Title	Credit Hours
<b>Minor Requirements</b>		
MAT 165 & MAT 166	Calculus with Analytic Geometry I: Differentiation and Calculus with Analytic Geometry I: Integration	5-6
or MAT 167	Calculus with Analytic Geometry I	
MAT 177	Calculus with Analytic Geometry II	5
MAT 206	Mathematical Transitions	3
MAT 287	Calculus with Analytic Geometry III	5
MAT 306	Linear Algebra	3
Total Credit Hours		21-22

## Graduation Requirements

1. Have a valid and declared major on file (minors cannot be awarded in the same areas as the major, emphasis or concentration).
2. Earn a minimum of 3 credit hours beyond the major, emphasis, concentration and general studies requirements.
3. Earn a grade of C or higher in all minor coursework.
4. Earn a minor GPA of at least 2.0.

## Physics Minor Requirements

Code	Title	Credit Hours
<b>Minor Requirements</b>		
Select all of section A or B:		13
Section A:		
PHY 110	College Physics I	
PHY 111	College Physics II	
MAT 147	Applied Calculus	
or MAT 167	Calculus with Analytic Geometry I	
Section B:		
PHY 210	University Physics I	
PHY 211	University Physics II	
PHY 312	University Physics III	
Select seven credit hours from the following:		7
PHY 313	Modern Physics Laboratory	
PHY 320	History of Physics	
PHY 410	Selected Topics in Physics	
PHY 450	Independent Research/Project	
CHE 383	Physical Chemistry: Thermodynamics and Kinetics	
MAT 317	Differential Equations	
Total Credit Hours		20

Note: Students seeking a minor in Physics for Secondary Teacher Certification must also complete PHY 465 Physics Teaching: Methods and Materials, the General Studies requirements for Secondary Education, and the Professional Sequence for Secondary Education.

## Graduation Requirements

1. Have a valid and declared major on file (minors cannot be awarded in the same areas as the major, emphasis or concentration).
2. Earn a minimum of 3 credit hours beyond the major, emphasis, concentration and general studies requirements.
3. Earn a grade of C or higher in all minor coursework.
4. Earn a minor GPA of at least 2.0.





**ECO 283 Introduction to Research Methods in Economics Credits: 1-6**

**Typically Offered:** Departmental Discretion.

**Course Description:** Introduction to basic research methods in Economics. Individual and team projects involving methods for solving economics-related research problems. **Prerequisite(s):** Departmental approval.

**ECO 300 Statistics for Economics and Social Sciences Credits: 3**

**Typically Offered:** Departmental Discretion.

**Course Description:** Basic statistical techniques emphasizing economic and social science applications. Topics covered include data summary techniques, elementary probability theory, sampling and sampling distributions, interval estimation, hypothesis testing, correlation, and linear regression. **Prerequisite(s):** Successful completion of General Studies math requirement other than MAT 110 or MAT 110E.

**ECO 310 Agricultural Economics Credits: 3**

**Typically Offered:** Departmental Discretion.

**Course Description:** Analysis of the evolution and status of the agricultural sector of the economy. Domestic and export markets will be analyzed, as will impact of agricultural policy. Special emphasis will be directed to the Midwestern regional economy as influenced by the agricultural food chain.

**ECO 360 Intermediate Macroeconomics Credits: 3**

**Typically Offered:** Spring.

**Course Description:** Intermediate-level theory course examines determinants of GDP, employment, and inflation; emphasizes economic model building (both classical and Keynesian) and the use of monetary and fiscal policies to control business cycles and inflation.

**Prerequisite(s):** ECO 260.

**ECO 361 Intermediate Microeconomics Credits: 3**

**Typically Offered:** Fall.

**Course Description:** Theoretical approach to the behavior of the individual buyer and seller in the marketplace; includes consumer demand theory, costs of production, and market structures ranging from pure competition to monopoly. **Prerequisite(s):** ECO 261.

**ECO 362 Public Finance Credits: 3**

**Typically Offered:** Fall.

**Course Description:** Studies principles of taxation and public expenditures, impact of fiscal policy on economic and social activity, and recent trends in public finance at the federal, state, and local levels. LAS Ethics. **Prerequisite(s):** ECO 260 and ECO 261.

**ECO 363 Money and Banking Credits: 3**

**Typically Offered:** Fall, Summer.

**Course Description:** Continuation and expansion of money and banking concepts introduced in ECO 260; includes money, banks, and other financial intermediaries, the Federal Reserve System, concepts of monetary control, monetary policy, and international banking.

**Prerequisite(s):** ECO 260.

**ECO 364 Labor Economics Credits: 3**

**Typically Offered:** Spring.

**Course Description:** Introductory course dealing with the institutional aspects of the American labor force, its organization, wage and employment theory, the economic role of bargaining, and the basic ingredients of public policy toward labor organizations. **Prerequisite(s):** ECO 261.

**ECO 365 Government Regulation of Business Credits: 3**

**Typically Offered:** Departmental Discretion.

**Course Description:** Analyzes the legislative and legal control of business and its implications for the various economic components of the American economy. LAS Ethics. **Prerequisite(s):** ECO 260 and ECO 261.

**ECO 367 Urban and Regional Economics Credits: 3**

**Typically Offered:** Departmental Discretion.

**Course Description:** Examines economic growth in the United States with emphasis on the problems of economic growth in the Midwest; looks at factors instrumental in determining economic growth in various segments of the economy; considers urban problems associated with growth. LAS Writing. **Prerequisite(s):** ECO 261.

**ECO 375 Economics of Health Care Credits: 3**

**Typically Offered:** Fall.

**Course Description:** Examines the application of economic theory to the health care industry. Topics include the demand for health and health care, the market for health insurance, managed care, the market for health care practitioners, hospital services, and pharmaceuticals, and the role and operation of Medicaid and Medicare. Current proposals for reform of the health care system and of government health care policy will be carefully examined. LAS Ethics. **Prerequisite(s):** ECO 261.

**ECO 376 Economics of the Environment Credits: 3**

**Typically Offered:** Spring.

**Course Description:** Application of economic principles and insights to environmental issues, and to the development of potential remedies. Areas of examination include valuing the environment and sustainable development, natural resource economics (incl. energy, water, and biodiversity), and environmental economics (incl. air, land, and water pollution, and poverty and development). LAS Ethics. **Prerequisite(s):** ECO 260 or ECO 261.

**ECO 450 Independent Research/Project Credits: 1-6**

**Typically Offered:** Fall, Spring.

**Course Description:** Investigation of a research problem, project, or topic on an individual conference basis. **Prerequisite(s):** Declared Economics major, a minimum of 2.5 GPA in major field, and departmental approval.

**ECO 460 Business and Economic Forecasting Credits: 3**

**Typically Offered:** Fall, Spring.

**Course Description:** Basic and intermediate forecasting of business and economic variables. Forecasting of business variables such as sales, production, and stock prices. Economic forecasts of GDP, unemployment, and consumer prices. Techniques include judgmental methods, trend calculation, smoothing techniques, time series methods, and regression analysis. LAS Computer Literacy. **Prerequisite(s):** ECO 260 and either ECO 300, GBA 210, MAT 111 or MAT 111E.

**ECO 461 International Trade Credits: 3**

**Typically Offered:** Spring.

**Course Description:** Introduction to the theory of international economics, with an emphasis on economic models of trade and on economic arguments for and against the use of trade barriers. The course examines the changing nature of international economic institutions and increasing world economic interdependence. LAS International/Intercultural.

**Prerequisite(s):** ECO 260 and ECO 261.

**ECO 462 History of Economic Thought Credits: 3**

**Typically Offered:** Spring.

**Course Description:** Development of various schools of economic thought: includes classical, neoclassical, institutional, Keynesian, and neo-Keynesian theories. LAS Writing. **Prerequisite(s):** ECO 260.



**PSC 317 Gender and Politics Credits: 3**

**Typically Offered:** Spring.

**Course Description:** This course offers an introduction to feminist analysis and to the consideration of the gender system in a political context and from a political perspective. It invites participants to both read and carry out empirical research and consider the insights and contributions of various paradigms, especially intersectionality.

**PSC 320 Public Administration Credits: 3**

**Typically Offered:** Departmental Discretion.

**Course Description:** Organization theory; bureaucracy; public personnel and policy; issues in American public administration. **Prerequisite(s):** PSC 101.

**PSC 327 Origins of the American Tradition Credits: 3**

**Typically Offered:** Spring (even-numbered years).

**Course Description:** At the intersection of political theory and American politics, this course resembles American Studies in its slightly interdisciplinary focus. It relies on the analysis of early American texts to tease out the lineage of some current political tendencies. It offers useful critical insights to students of American politics, American history, and American society at large. LAS Writing. **Prerequisite(s):** PSC 101

**PSC 330 The Politics of the New American City Credits: 3**

**Typically Offered:** Spring (even-numbered years).

**Course Description:** The growth of cities and metropolitan areas; the legal status of local governmental entities; politics and elections and the role of interest groups in governing the metropolis; and the functions and services of urban governments. **Prerequisite(s):** PSC 101.

**PSC 340 Latin American Political Systems Credits: 3**

**Typically Offered:** Departmental Discretion.

**Course Description:** Comparative approach to Latin American political institutions; investigates causes for political instability, revolution, the new military, socialism vs. communism, and economic development and U.S. policy. LAS International/Intercultural. **Prerequisite(s):** PSC 101 and either PSC 200 or PSC 210.

**PSC 350 Judicial Process Credits: 3**

**Typically Offered:** Departmental Discretion.

**Course Description:** An exploration of the judicial process in the United States, including the institutions and considerations that affect the administration of justice under law in the American political system. **Prerequisite(s):** PSC 101 and PSC 110.

**PSC 355 Interest Group Politics Credits: 3**

**Typically Offered:** Departmental Discretion.

**Course Description:** An examination of interest groups and the interest group process in the U.S., both in national and state arenas. Attention is given to the role and function of interest groups in society, the interest group process itself, problems, and the use of case studies to illustrate the process in action. **Prerequisite(s):** PSC 101.

**PSC 360 The American Presidency Credits: 3**

**Typically Offered:** Spring (odd-numbered years).

**Course Description:** The place of the president in decision making in the American federal system, his constitutional roles, the legal and extra-legal checks on presidential power. **Prerequisite(s):** PSC 101.

**PSC 365 Selected Topics in Peace & Conflict Studies Credits: 3**

**Typically Offered:** Departmental Discretion.

**Course Description:** Specialized course work in interpersonal and/or international conflict studies. May be repeated as content varies for a maximum of 9 credits.

**PSC 370 American Public Policy Credits: 3**

**Typically Offered:** Departmental Discretion.

**Course Description:** A survey of the policy process and specific policies or issues in government selected from a variety of areas, such as crime and punishment, health and welfare, bioethical, education, energy, environment, spending, taxation, civil liberties, immigration, and homeland security. LAS Ethics; LAS Writing. **Prerequisite(s):** PSC 101.

**PSC 374 Exploring War and Peace in the Modern World Credits: 3**

**Typically Offered:** Fall (odd-numbered years).

**Course Description:** This class provides an interdisciplinary survey of the root causes of conflicts and methods by which societies can build peace. There is a specific emphasis on the multiple meanings of peace in society and the challenges embedded in contemporary, applied peace-making.

**PSC 375 Seminar on Terrorism and Homeland Security Credits: 3**

**Typically Offered:** Spring (even-numbered years).

**Course Description:** This class is a survey of domestic and international terrorism focusing on major terrorist groups and their actions throughout the world. Root causes of terrorism will be examined and domestic and international reactions to terrorism will be explained and evaluated. There is a special emphasis in this class on the U.S. Homeland Security response to terrorism. **Prerequisite(s):** PSC 101.

**PSC 380 Asian Politics Credits: 3**

**Typically Offered:** Departmental Discretion.

**Course Description:** Comparative approach to Asian politics and culture. This course pays special attention to Japanese governance, culture and leadership as well as emerging governments and economies in Southeast Asia. Relations with the United States are also examined. LAS International/Intercultural. **Prerequisite(s):** PSC 101.

**PSC 390 International Organizations Credits: 3**

**Typically Offered:** Spring (odd-numbered years).

**Course Description:** An examination of the role of international organizations in constituting and reconstituting world order with a focus on providing governance under conditions or anarchy. Covers a range of organizations with special attention given to the role of the United Nations in maintaining international peace and stability. LAS Writing. **Prerequisite(s):** PSC 101.

**PSC 400 American Foreign Policy Credits: 3**

**Typically Offered:** Fall (even-numbered years).

**Course Description:** Policy making, the role of the public in decisions, formulation and implementation of national policy, U.S. policy goals in various areas of the world, decision making in crisis situations. LAS International/Intercultural. **Prerequisite(s):** PSC 101 and PSC 200.

**PSC 410 American Political Controversies Credits: 3**

**Typically Offered:** Fall (even-numbered years).

**Course Description:** The American Congress, its organization, rules, role in law making; the role of interest groups, congressional investigations, and the modern presidency in the legislative process. **Prerequisite(s):** PSC 101.

**PSC 420 Law and Politics Credits: 3**

**Typically Offered:** Fall (odd-numbered years).

**Course Description:** The role of the Supreme Court in the American system; judicial review and its significance under Marshall, Fuller, Taft, Hughes, and Warren; majority and minority opinions; the process of decision making. LAS Writing. **Prerequisite(s):** PSC 101.



**SOC 360 Sociology of Health, Illness and Medicine Credits: 3****Typically Offered:** Spring.**Course Description:** A sociological analysis of health, illness and medicine; the impact of the physical, social, economic and political factors on the production and distribution of illness, disease, sickness and health care. International comparisons. LAS Ethics. **Prerequisite(s):** SOC 110.**SOC 370 Mediterranean Archaeology Credits: 3****Typically Offered:** Departmental Discretion.**Course Description:** Uses the principles of basic archaeology to investigate the history and artifactual remains of the major cultures which occupied the land surrounding the Mediterranean Sea, including the Stone Age, Bronze Age, Iron Age, Hellenistic and Roman periods.**Prerequisite(s):** SOC 200 or departmental approval.**SOC 373 Sociology of Sport and Physical Activity Credits: 2-3****Typically Offered:** Departmental Discretion.**Course Description:** Emphasizes the fundamental premise that sport is a microcosm of society. Develops an understanding of the principles that create, sustain, and transform social organizations through sport as well as the structure, processes, and problems of sport as a form of social organization. Investigates how the theory and methodology of sociology can be used to understand the principles of stability and change in the conduct of sport.**SOC 400 Racial and Ethnic Relations Credits: 3****Typically Offered:** Fall.**Course Description:** An analysis of the major racial/ethnic groups in the United States; group conflicts and their sources such as prejudice, discrimination, ethnocentrism, racism; majority-minority relations; critical issues such as affirmative action, immigration. A brief comparison with other societies such as Canada, Northern Ireland, the Middle East, Brazil, South Africa. LAS International/Intercultural. **Prerequisite(s):** SOC 110.**SOC 430 Criminology Credits: 3****Typically Offered:** Fall.**Course Description:** Explanations of criminal behavior; relationship between crime and social factors such as social class, age, gender, occupation; types of crimes; crime statistics; crime victims; the criminal justice system: the police, courts, corrections; ethical and other critical issues such as capital punishment, crime and mental illness, juvenile crime and punishment. International comparisons. LAS Ethics. **Prerequisite(s):** SOC 110.**SOC 440 Sociological Theory Credits: 3****Typically Offered:** Fall.**Course Description:** An analysis of both classical and contemporary sociological theories and their application to historical and current events. LAS Writing. **Prerequisite(s):** Completion of nine credit hours in sociology.**SOC 450 Independent Research/Project Credits: 1-3****Typically Offered:** Fall, Spring.**Course Description:** Investigation of a research problem, project, or topic on an individual conference basis. **Prerequisite(s):** Junior or senior standing, declared sociology major, a minimum 3.0 GPA in major field, and departmental approval.**SOC 460 Methods of Social Research Credits: 3****Typically Offered:** Fall.**Course Description:** Tools, methods, ethical and theoretical foundation of research process; investigates hypothesis construction, empirical techniques for collecting and analyzing data, and testing their validity; employs computers and statistical analysis as appropriate to the social sciences. LAS Computer Literacy. **Prerequisite(s):** Completion of nine credit hours in sociology (at least 3 credit hours numbered 300 or higher).**SOC 465 Advanced Research Project Credits: 3****Typically Offered:** Spring.**Course Description:** Students will design and conduct an empirical research project focused on a relevant social issue or concern. Same as SWK 465. **Prerequisite(s):** PSY 300 or equivalent with departmental approval and a grade of C or higher in SOC 460.**SOC 490 Internship in Sociology Credits: 1-5****Typically Offered:** Departmental Discretion.**Course Description:** Acquaints the student with the practical aspect of sociology; encourages sociological thinking. Students study a social issue by working as volunteer interns for an organization, office, or agency in the community. To enroll, the student must submit a proposal to the sociology faculty member who will supervise the internship process. **Prerequisite(s):** Junior or senior standing, declared sociology major or minor, completion of at least 15 credit hours in sociology, a minimum of 3.0 GPA in major field, and permission of the instructor.

## Economics (Bachelor of Science, B.S.)

### Requirements

Code	Title	Credit Hours
<b>General Studies</b>		
Students must complete General Studies courses (p. 19)		42-47
<b>Major Requirements</b>		
ECO 260	Principles of Macroeconomics	3
ECO 261	Principles of Microeconomics	3
ECO 360	Intermediate Macroeconomics	3
ECO 361	Intermediate Microeconomics	3
Select one of the following: <sup>1</sup>		3
GBA 210	Business Statistics I	
ECO 300	Statistics for Economics and Social Sciences	
Select two courses from the following Social Science grouping:		6
ECO 362	Public Finance	
ECO 375	Economics of Health Care	
ECO 376	Economics of the Environment	
ECO 462	History of Economic Thought	
Select two courses from the following Business Economics grouping:		6
ECO 363	Money and Banking	
ECO 364	Labor Economics	
ECO 460	Business and Economic Forecasting	
ECO 461	International Trade	
Select nine credit hours from Economics courses numbered 300 or higher and not used in the above groupings		9

**Other Required Courses**

SOC 110	Introduction to Sociology	3
PSC 101	American National Government	3
HIS 140	American History to 1865	3
or HIS 150	American History since 1865	

<sup>1</sup> Or any other approved statistics course.

**Graduation Requirements**

1. Earn a minimum of 120 credit hours, including 60 from a senior college (100 level and higher, maximum of 6 CED credit hours applicable).
2. Earn a minimum of 30 credit hours in upper-division courses. Lower-division transfer courses accepted as meeting upper-division departmental course requirements cannot be used to fulfill this requirement.
3. Earn 30 of the last 45 credit hours at MWSU in institutional coursework (exclusive of credit by examination).
4. Participate in required departmental and campus wide assessments.
5. Earn an overall GPA of at least 2.0 and a 2.0 GPA in the Economics courses required to satisfy the major.
6. Fulfill the Missouri Constitution requirement.

**Political Science (Bachelor of Arts, B.A.)****Requirements**

Code	Title	Credit Hours
<b>General Studies</b>		
Students must complete General Studies courses (p. 19)		42-47
<b>Major Requirements</b>		
ECO 101	Current Issues in the Economy	3
HIS 150	American History since 1865	3
PSC 101	American National Government	3
PSC 110	American State and Local Government	3
PSC 200	International Politics	3
PSC 210	Comparative Political Systems	3
PSC 280	Scope and Methods	3
PSC 310	Political Theory	3
PSC 490	Capstone Practicum in Political Science	3-12
Select fifteen credit hours from Political Science courses numbered 300 or higher		15
SOC 110	Introduction to Sociology	3
Select three credit hours from Sociology courses numbered 300		3
<b>Bachelor of Arts Foreign Language Requirement</b>		
Credit hours in one language		12

**Graduation Requirements**

1. Earn a minimum of 120 credit hours, including 60 from a senior college (100 level and higher, maximum of 6 CED credit hours applicable).
2. Earn a minimum of 30 credit hours in upper-division courses. Lower-division transfer courses accepted as meeting upper-division

departmental course requirements cannot be used to fulfill this requirement.

3. Earn 30 of the last 45 credit hours at MWSU in institutional coursework (exclusive of credit by examination).
4. Participate in required departmental and campus wide assessments.
5. Earn a grade of C or higher in all Political Science courses required in the major.
6. Earn an overall GPA of at least 2.0 and a major GPA of at least 2.0.
7. Earn 12 credit hours in one foreign language.
8. Fulfill the Missouri Constitution requirement.

**Political Science (Bachelor of Science, B.S.)****Requirements**

Code	Title	Credit Hours
<b>General Studies</b>		
Students must complete General Studies courses (p. 19)		42-47
<b>Major Requirements</b>		
ECO 101	Current Issues in the Economy	3
HIS 150	American History since 1865	3
PSC 101	American National Government	3
PSC 110	American State and Local Government	3
PSC 200	International Politics	3
PSC 210	Comparative Political Systems	3
PSC 280	Scope and Methods	3
PSC 310	Political Theory	3
PSC 490	Capstone Practicum in Political Science	3-12
Select fifteen credit hours from Political Science courses numbered 300 or higher		15
SOC 110	Introduction to Sociology	3
Select three credit hours from Sociology courses numbered 300 or higher		3

**Graduation Requirements**

1. Earn a minimum of 120 credit hours, including 60 from a senior college (100 level and above, maximum of 6 CED credit hours applicable).
2. Earn a minimum of 30 credit hours in upper division courses. Lower division transfer courses accepted as meeting upper division departmental course requirements cannot be used to fulfill this requirement.
3. Earn 30 of the last 45 credit hours at MWSU in institutional course work (exclusive of credit by examination).
4. Participate in required departmental and campus wide assessments.
5. Earn a grade of C or higher in all Political Science courses required in the major.
6. Earn an overall GPA of at least 2.0 and a major GPA of at least 2.0.
7. Fulfill the Missouri Constitution requirement.

## Sociology (Bachelor of Science, B.S.) Requirements

Code	Title	Credit Hours
<b>General Studies</b>		
Students must complete General Studies courses (p. 19)		42-47
<b>Major Requirements</b>		
SOC 110	Introduction to Sociology	3
SOC 120	General Anthropology	3
or SOC 200	Introduction to Archaeology	
SOC 230	Social Problems	3
SOC 400	Racial and Ethnic Relations	3
SOC 440	Sociological Theory	3
SOC 460	Methods of Social Research	3
SOC 465	Advanced Research Project	3
Any Statistics course numbered 200 or higher		3
Select nine credit hours from Sociology courses numbered 300 or higher <sup>1</sup>		9
Select three credit hours from Political Science courses numbered 300 or higher		3
Select one from the following:		3
COM 324	Small Group Communication	
MGT 350	Organizational Behavior	
PSY 321	Adult Psychology	
<b>Other Required Courses</b>		
HIS 140	American History to 1865	3
PSC 101	American National Government	3
Select one from the following:		3
ECO 101	Current Issues in the Economy	
ECO 260	Principles of Macroeconomics	
ECO 261	Principles of Microeconomics	

<sup>1</sup> No more than 5 internship or independent studies credit hours shall be counted toward fulfilling this requirement.

## Graduation Requirements

- Earn a minimum of 120 credit hours, including 60 from a senior college (100 level and higher, maximum of 6 CED credit hours applicable).
- Earn a minimum of 30 credit hours in upper-division courses. Lower-division transfer courses accepted as meeting upper-division departmental course requirements cannot be used to fulfill this requirement.
- Earn 30 of the last 45 credit hours at MWSU in institutional coursework (exclusive of credit by examination).
- Participate in required departmental and campus wide assessments.
- Earn an overall GPA of at least 2.0 and a minimum 2.0 GPA in major requirement courses (excludes the identified other required courses).
- Fulfill the Missouri Constitution requirement.

## Economics Minor Requirements

In view of the number of ways that economics affects the lives of individuals, organizations, and nations, it is not surprising that an economics minor provides a useful complement to many different major fields of study. This is particularly true for students majoring in business, political science or history, but students in areas as diverse as communications, nursing, and criminal justice may also benefit by taking a minor in economics. Completion of the Economics minor requires the following courses:

Code	Title	Credit Hours
<b>Minor Requirements</b>		
ECO 260	Principles of Macroeconomics	3
ECO 261	Principles of Microeconomics	3
Select twelve credit hours from Economics courses numbered 300 or higher		12
Total Credit Hours		18

## Graduation Requirements

- Have a valid and declared major on file (minors cannot be awarded in the same areas as the major, emphasis or concentration).
- Earn a minimum of 3 credit hours beyond the major, emphasis, concentration and/or general studies requirements.
- Earn a minor GPA of at least 2.0.

## Political Science Minor Requirements

Code	Title	Credit Hours
<b>Minor Requirements</b>		
PSC 101	American National Government	3
PSC 200	International Politics	3
PSC 310	Political Theory	3
Select one of the following:		3
PSC 330	The Politics of the New American City	
PSC 360	The American Presidency	
PSC 410	American Political Controversies	
Select six credit hours from Political Science courses numbered 300 or higher		6
Total Credit Hours		18

## Graduation Requirements

- Have a valid and declared major on file (minors cannot be awarded in the same areas as the major, emphasis or concentration).
- Earn a minimum of 3 credit hours beyond the major, emphasis, concentration and/or general studies requirements.
- Earn a minor GPA of at least 2.0.

# Sociology Minor

## Requirements

Code	Title	Credit Hours
<b>Minor Requirements</b>		
SOC 110	Introduction to Sociology	3
SOC 230	Social Problems	3
SOC 400	Racial and Ethnic Relations	3
SOC 440	Sociological Theory	3
SOC 460	Methods of Social Research	3
Select three credit hours of Sociology courses numbered 300 or higher		3
<hr/>		
Total Credit Hours		18

## Graduation Requirements

1. Have a valid and declared major on file (minors cannot be awarded in the same areas as the major, emphasis or concentration).
2. Earn a minimum of 3 credit hours beyond the major, emphasis, concentration and/or general studies requirements.
3. Earn a minor GPA of at least 2.0.



## Department of English & Modern Languages

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The Department of English & Modern Languages offers major programs in English, French, and Spanish leading to the Bachelor of Arts degree and the Bachelor of Science in Education degree. Minors are also offered in Literature, Creative Writing, Technical Communication, English Studies, French, German, and Spanish.

In its various programs and offerings, the Department of English & Modern Languages works toward four goals:

1. an improvement of communication skills through practice in diverse types of expository and imaginative writing.
2. a development of critical thinking through exposure to and interpretation of the various world views offered in literary works.
3. an increased appreciation of literature, its backgrounds, history, and values through an analysis and discussion of authors and literary works covering a wide range of attitudes, perspectives, and expressions.
4. a deeper understanding of one's own culture and a tolerance and acceptance of things foreign through a study and appreciation of another language and culture.

In all of its programs, the department encourages its students to grow in self-knowledge and the knowledge of others through its emphasis on the humane and liberal characteristics of its offerings.

### Teacher Certification in ELL

This certification would allow currently certified teachers and MWSU teacher candidates to be prepared to effectively teach students with a native language other than English. See Department of Education for required courses in Education.

### Teacher Certification in Modern Language

State certification to teach foreign language in grades K-12 in Missouri requires 30 credits in the language to be taught or 27 credits plus 2 or more earned units of high school credit in that language in addition to two credit hours of foreign language teaching methodology.

## Admission

### Admission Requirements

Majors in the department which have admission requirements are listed below. Majors which are not listed on this page do not have specific requirements for admission. Information about the recommended coursework a student might take prior to declaring the major can be obtained from the department.

#### English (Education)

- ACT composite score on file
- Successful completion of the Missouri General Education Assessment (MoGEA)
- Overall GPA of 2.75

- Education course GPA of 3.0
- Content area GPA of 3.0
- Satisfactory completion of EDU 202/203

ACT and MoGEA scores should be received the semester before application for admission to teacher education is made (up to 4 months should be allowed for scores to be processed).

\*Alternative avenues to Teacher Education available for recruitment of historically under-served populations. Contact the Department Chairperson for guidelines and procedures.

#### French (Education)

- ACT composite score on file
- Successful completion of the Missouri General Education Assessment (MoGEA)
- Overall GPA of 2.75
- Education course GPA of 3.0
- Content area GPA of 3.0
- Satisfactory completion of EDU 202/203

ACT and MoGEA scores should be received the semester before application for admission to teacher education is made (up to 4 months should be allowed for scores to be processed).

\*Alternative avenues to Teacher Education available for recruitment of historically under-served populations. Contact the Department Chairperson for guidelines and procedures.

#### Spanish (Education)

- ACT composite score on file
- Successful completion of the Missouri General Education Assessment (MoGEA)
- Overall GPA of 2.75
- Education course GPA of 3.0
- Content area GPA of 3.0
- Satisfactory completion of EDU 202/203

ACT and MoGEA scores should be received the semester before application for admission to teacher education is made (up to 4 months should be allowed for scores to be processed).

\*Alternative avenues to Teacher Education available for recruitment of historically under-served populations. Contact the Department Chairperson for guidelines and procedures.

## Majors

- English (Bachelor of Arts, B.A.) (p. 169)
- English (Bachelor of Science in Education, B.S.E.) (p. 170)
- French (Bachelor of Science in Education, B.S.E.) (p. 171)
- International Studies (Bachelor of Arts, B.A.) (p. 253)
- Modern Languages (Bachelor of Arts, B.A.) (p. 172)
- Spanish (Bachelor of Science in Education, B.S.E.) (p. 174)
- Technical Communication (Bachelor of Science, B.S.) (p. 175)

## Minors

- Childhood Studies Minor (p. 255)
- Cognitive Science Minor (p. 256)

- Creative Writing Minor (p. 175)
- English Studies Minor (p. 175)
- French Minor (p. 176)
- Gender and Power Studies Minor (p. 256)
- German Minor (p. 176)
- International Studies Minor (p. 257)
- Literature Minor (p. 176)
- Spanish Minor (p. 176)
- Technical Communication Minor (p. 177)

## Courses

### Chinese (CHI)

#### CHI 100 Elementary Chinese I Credits: 3

**Typically Offered:** Fall, Spring.

**Course Description:** Beginning study of Chinese language and culture, including speaking, listening, reading and writing. Focus on topics of personal interest and activities.

**CORE 42:** MOTR LANG 105; Foreign Language I

#### CHI 101 Elementary Chinese II Credits: 3

**Typically Offered:** Fall, Spring.

**Course Description:** Continued study of Chinese language and culture, including speaking, listening, reading and writing. Focus on topics of personal interest and activities. Students must earn a minimum grade of C in order to continue in sequenced language courses. **Prerequisite(s):** A grade of C or higher in CHI 100.

**CORE 42:** MOTR LANG 106; Foreign Language II

#### CHI 200 Intermediate Chinese I Credits: 3

**Typically Offered:** Fall, Spring.

**Course Description:** Through classroom interaction, students develop oral and written skills needed for practical and daily-life situations; study linguistic structures and functions needed to ask questions, compare, contrast, and describe; develop reading skills and expand vocabulary; and increase cultural awareness of the Chinese-speaking world. Students must earn a minimum grade of C in order to continue in sequenced language courses. **Prerequisite(s):** A grade of C or higher in CHI 101.

#### CHI 201 Intermediate Chinese II Credits: 3

**Typically Offered:** Fall, Spring.

**Course Description:** Through classroom interaction, students further develop oral and written skills needed for practical and daily-life situations; study in greater depth linguistic structures and functions needed to ask questions, narrate, compare, contrast, and describe; build reading skills and expand vocabulary; and increase cultural awareness of the Chinese-speaking world. **Prerequisite(s):** A grade of C or higher in CHI 200.

## English (ENG)

Course Category	Courses
English Composition and Language	ENG 100, ENG 104, ENG 108, ENG 112, ENG 232, ENG 245, ENG 283, ENG 301, ENG 302, ENG 314, ENG 316, ENG 364, ENG 385, ENG 386, ENG 395, ENG 473
English Education	ENG 365, ENG 366, ENG 400, ENG 403, ENG 465, ENG 466, ENG 467 NOTE: With the exception of ENG 403, which may be used as a literature elective numbered 300 or higher, English education courses may not be used to fulfill any requirement for the Bachelor of Arts degree with a major in English.
English Literature	ENG 210, ENG 220, ENG 326, ENG 330, ENG 331, ENG 333, ENG 334, ENG 340, ENG 352, ENG 353, ENG 354, ENG 355, ENG 357, ENG 361, ENG 426, ENG 441, ENG 450

#### ENG 100 Introduction to College Writing Credits: 3

**Typically Offered:** Fall, Spring, Summer.

**Course Description:** Instruction in reading and writing; open to any student, but mandatory for those students who have not passed the Writing Placement Examination (WPE) and who have not achieved a score of 18 or higher on the ACT English subtest. Does not fulfill the English composition requirement for baccalaureate and associate degrees. (See class schedule for information about the WPE.)

#### ENG 104 College Writing and Rhetoric Credits: 3

**Typically Offered:** Fall, Spring, Summer.

**Course Description:** Instruction in reading and writing; emphasizes expository prose. Fulfills first half of the general studies requirement in English composition. **Prerequisite(s):** A grade of C or higher in RDG 095, or an ACT Reading score of 18 or higher, or a passing score on the Accuplacer test. A grade of C or higher in ENG 100, or an ACT English score of 18 or higher, or a passing score on the Writing Placement Examination. (See class schedule for information about placement exams)

**CORE 42:** MOTR ENGL 100; Composition I

#### ENG 108 College Writing and Research Credits: 3

**Typically Offered:** Fall, Spring, Summer.

**Course Description:** Instruction in college-level research and rhetoric: continued practice in college-level writing. Fulfills second half of the General Studies requirement in English composition. **Prerequisite(s):** A grade of C or higher in ENG 104.

**CORE 42:** MOTR ENGL 200; Composition II

**ENG 112 Honors Composition and Rhetoric Credits: 3**

**Typically Offered:** Fall.

**Course Description:** An enriched course on rhetoric, argument, and academic research open to students who achieve superior scores on the Writing Placement Examination (WPE) administered by the Department of English and Modern Languages, or who score 26 or higher on the ACT English subtest. This course fulfills the English composition requirement for basic skills in general studies for four-year degree programs. (See class schedule for information about the WPE.)

**ENG 210 Approaches to Literature Credits: 3**

**Typically Offered:** Fall, Spring, Summer.

**Course Description:** A General Studies course emphasizing ways of reading and writing about multiple genres of literature. Various thematic approaches may be offered. Course may not be repeated for credit.

**CORE 42:** MOTR LITR 100; Introduction to Literature

**ENG 220 Introduction to Reading Texts Credits: 3**

**Typically Offered:** Fall, Spring.

**Course Description:** A General Studies course designed primarily for English majors emphasizing ways of reading and writing about literature texts.

**ENG 232 Language Awareness Credits: 3**

**Typically Offered:** Fall, Spring.

**Course Description:** An introduction to linguistics in which students study and apply principles and theories about the roots, acquisition, nature, and functions of language, including its sounds, structures, and symbols, its relation to speech communities and culture, and its current and future state. Assignments develop analytic skills and promote an understanding and appreciation of linguistic variety. **Prerequisite(s):** ENG 108 or ENG 112.

**ENG 245 Introduction to Creative Writing Credits: 3**

**Typically Offered:** Fall, Spring.

**Course Description:** Students will test their talents at creating poetry, short fiction, and literary creative nonfiction to prepare them for upper-level coursework. Assignments and texts will provide students the fundamental terms and concepts that apply to the craft of creating each genre. Also, students will analyze the craft of both classics and contemporary pieces that show mastery. Each student will create a course portfolio that showcases her or his best works in all genres. **Prerequisite(s):** A grade of C or higher in ENG 104.

**ENG 283 Introduction to Research Methods in English Credits: 1-5**

**Typically Offered:** Departmental Discretion.

**Course Description:** Introduction to basic research methods in English. Individual and team projects involving methods for solving English-related research problems. **Prerequisite(s):** Departmental approval.

**ENG 301 Advanced Composition Credits: 3**

**Typically Offered:** Fall.

**Course Description:** An advanced expository writing course designed to improve the ability to write clearly and effectively. Explores a variety of structural forms and rhetorical strategies. Required for English majors and minors. LAS Writing. **Prerequisite(s):** ENG 108 or ENG 112.

**ENG 302 Modern English Grammar Credits: 3**

**Typically Offered:** Spring.

**Course Description:** This course engages students in the study of English grammar to facilitate writing, editing, and an understanding of the relationship between language, formal rules, and meaning. The course will focus on the study of sentence structure and grammar terminology, and the conventions of usage and punctuation. Students will learn the Modern English effects that grammatical structures and style choices have on texts and readers.

**ENG 314 Technology and Society Credits: 3**

**Typically Offered:** Fall (even-numbered years).

**Course Description:** Participatory course emphasizing a particular problem and/or issue related to technology and society. Class participants will investigate the semester's theme using currently available technologies. Same as BIO 314, HUM 314, PSY 314, PSC 314.

**Prerequisite(s):** Completion of Category One – Basic Skills General Studies courses.

**ENG 316 Internship in English Credits: 1-6**

**Typically Offered:** Fall, Spring, Summer.

**Course Description:** Practical application of skills in reading, writing, and analytical thinking at a business concern or agency or working as a writing tutor under the supervision of English faculty or Center for Academic Support professionals (30 clock hours of work for each hour of credit). May be repeated for a total of 12 credit hours. **Prerequisite(s):** Junior or senior standing and departmental approval.

**ENG 326 Special Topics in Literature Credits: 3**

**Typically Offered:** Fall.

**Course Description:** Analysis and discussion of culturally and socially significant topics in literature. Special topics may focus on gender, religion, ethnicity, science, computers, or other specific themes in the study of literature. Course topic varies. May be repeated for credit. LAS International/Intercultural. **Prerequisite(s):** ENG 108 or ENG 112 and ENG 210 or ENG 220, or departmental approval for non-majors.

**ENG 330 Studies in Fiction Credits: 3**

**Typically Offered:** Spring (odd-numbered years).

**Course Description:** The course examines literary fiction in its many forms ranging from fables and tales to multi-volume novels, from fictional biography to faction. **Prerequisite(s):** ENG 108 or ENG 112 and ENG 210 or ENG 220.

**ENG 331 Studies in Poetry Credits: 3**

**Typically Offered:** Spring (even-numbered years).

**Course Description:** The course explores poetry in its many guises from the sweep of the epic poem to the compression of the haiku. **Prerequisite(s):** ENG 108 or ENG 112 and ENG 210 or ENG 220.

**ENG 333 Studies in Drama Credits: 3**

**Typically Offered:** Fall (even-numbered years).

**Course Description:** The course studies dramatic literature from the catharsis of Greek theatre to the edginess of contemporary experimental films and plays. **Prerequisite(s):** ENG 108 or ENG 112 and ENG 210 or ENG 220.

**ENG 334 Studies in Popular Literature Credits: 3**

**Typically Offered:** Fall (odd-numbered years).

**Course Description:** This course focuses on the popular genres, such as science fiction, the mystery, the western and the romance in fiction, film, and nonfiction. **Prerequisite(s):** ENG 108 or ENG 112 and ENG 210 or ENG 220.

**ENG 340 Literary Theory Credits: 3****Typically Offered:** Spring.**Course Description:** The course explores theories of literature, examining ways of thinking about literature which are representative of major epistemological, metaphysical, and aesthetic vantage points. Students will apply diverse theories to develop a practical critical vocabulary and to enrich analytic and interpretive strategies. **Prerequisite(s):** ENG 108 or ENG 112 and ENG 210 or ENG 220.**ENG 352 Literature in English: Beginnings to 1500 Credits: 3****Typically Offered:** Fall (even-numbered years).**Course Description:** Witnesses the birth of literature in representations of major medieval genres including Arthurian romance, drama, lyric, and prose narrative. This course covers material from Beowulf through Chaucer. **Prerequisite(s):** ENG 108 or ENG 112, and ENG 210 or 220.**ENG 353 Literature in English: 1500-1800 Credits: 3****Typically Offered:** Spring (odd-numbered years).**Course Description:** This course covers the artistic, cultural, and intellectual ferment of the Renaissance, the age of satire, and the age of reason, as literature struggles to define the "human" in an age of political upheaval, geographical exploration, and enormous change. Major authors include More, Elizabeth I, Spenser, Sidney, Marlowe, Donne, Jonson, Milton, Swift, Pope and Behn. **Prerequisite(s):** ENG 108 or ENG 112 and ENG 210 or ENG 220.**ENG 354 Literature in English: 1800-1860 Credits: 3****Typically Offered:** Fall (odd-numbered years).**Course Description:** From poetic romantic landscapes to realistic urban narratives through matchmaking comedies of manners and tales of Gothic horror, the course covers a literature responding to bloody revolutions, rapid industrialization, and unsettling scientific discoveries. Emphasis is on British and American writers, but selections from other literatures in English will be included. LAS International/Intercultural. **Prerequisite(s):** ENG 108 or ENG 112 and ENG 210 or ENG 220.**ENG 355 Literature in English: 1860-1945 Credits: 3****Typically Offered:** Spring (even-numbered years).**Course Description:** From tall tales of the American West to novels exploring the moral dimensions of colonialism through the multivoiced poetry of Browning and the emerging voices of black, native American, and colonized peoples, the course covers literature responding to an age of scientific discovery, religious revival and the creation of the modern world. Emphasis is on British and American writers, but selections from other literatures in English will be included. LAS International/Intercultural. **Prerequisite(s):** ENG 108 or ENG 112 and ENG 210 or ENG 220.**ENG 357 Literature in English : 1945-Present Credits: 3****Typically Offered:** Fall (even-numbered years).**Course Description:** From poetry reacting to the horrors of the Holocaust to fiction produced by a global perspective and the approach of the millennium, the course explores literature of the moment as it attempts to understand this new (anti)period claiming to be an end to literary history. Emphasis is on British and American writers, but selections from other literatures in English will be included. LAS International/Intercultural. **Prerequisite(s):** ENG 108 or ENG 112 and ENG 210 or ENG 220.**ENG 361 Literature on Site Credits: 3****Typically Offered:** Departmental Discretion.**Course Description:** This course combines classroom and on-site experience at a place of literary merit. The place and theme will change, typical topics include: "Literary Boston," "Literature of Native America," "Dublin and Her Authors," "The American Writer in London." Travel expenses are in addition to students' tuition. May be repeated for credit. LAS International/Intercultural. **Prerequisite(s):** ENG 108 or ENG 112 and ENG 210 or ENG 220.**ENG 364 Introduction to Composition Theory Credits: 3****Typically Offered:** Departmental Discretion.**Course Description:** Introduction to the basic theories of composition. LAS Ethics. **Prerequisite(s):** Junior standing and credit or concurrent enrollment in ENG 301.**ENG 365 Teaching Writing in Middle and Secondary Schools Credits: 3****Typically Offered:** Departmental Discretion.**Course Description:** Instruction in applying current research on the composing process to the teaching of writing in secondary schools and an examination of problems/issues related to teaching writing in grades 7-12. **Prerequisite(s):** ENG 108 or ENG 112.**ENG 366 Teaching Writing in the Disciplines Credits: 3****Typically Offered:** Spring.**Course Description:** Instruction in applying current research on writing instruction and using writing to learn in subjects other than English. **Prerequisite(s):** ENG 108 or ENG 112.**ENG 385 Creative Writing: Prose Credits: 3****Typically Offered:** Fall.**Course Description:** Intensive study, reading, and practice in the writing of fiction or creative nonfiction. May be repeated for up to 6 credit hours. LAS Writing. **Prerequisite(s):** ENG 108 or ENG 112 and ENG 245.**ENG 386 Creative Writing: Poetry Credits: 3****Typically Offered:** Spring.**Course Description:** Intensive practice in the writing of poetry. Reading of contemporary poetry. May be repeated for up to 6 credit hours. LAS Writing. **Prerequisite(s):** ENG 108 or ENG 112 and ENG 245.**ENG 395 The Making of Contemporary Literature: The Mochila Review Credits: 3****Typically Offered:** Fall, Spring.**Course Description:** Intensive study of contemporary publishing as it evolves in the multi-media age. Students will research both professional and student literary magazines across the nation to determine how various publications operate. Also, students will participate in soliciting, selecting, and editing manuscripts for Canvas and The Mochila Review. Furthermore, students will gain practice in grant writing, layout and design, marketing and promotions, and intensive copy editing. May be repeated for up to 12 credit hours. **Prerequisite(s):** ENG 210 or ENG 220 and either ENG 385 or ENG 386.**ENG 400 Literature for Adolescents Credits: 3****Typically Offered:** Spring.**Course Description:** A study of literature for young adults designed to increase appreciation of the genre through literary evaluation. Students will consider trends in publishing, the issues behind censorship, and the history of literature for young adults. LAS Writing. **Prerequisite(s):** ENG 108 or ENG 112 and ENG 210 or ENG 220.

**ENG 401 Senior Portfolio Credits: 1****Typically Offered:** Fall, Spring.**Course Description:** Workshop class for graduating seniors which includes resume and job search preparation in addition to compiling a passing graduation portfolio consisting of a resume, cover letter, and writings from major courses. Graded pass/fail. **Prerequisite(s):** Must be completed during the semester of graduation, except summer graduates, who must complete the course in the spring semester prior to graduation.**ENG 403 Literature for Children Credits: 3****Typically Offered:** Fall, Spring.**Course Description:** A study of literature for children designed to increase appreciation of children's books through literary evaluation. Students will read and evaluate picture books, junior novels and poetry. **Prerequisite(s):** ENG 108 or ENG 112 and ENG 210 or ENG 220.**ENG 426 Seminar in Literature Credits: 3****Typically Offered:** Spring.**Course Description:** Scholarly and critical engagement with significant periods, authors, or themes in literature. Special topics will be narrow and may focus on genre, movement, time period, a single author or author group, development of literary texts or studies, or other specific themes with which to approach the advanced study of literature. Course topic varies. May be repeated for credit. LAS Ethics. **Prerequisite(s):** Junior standing and ENG 210 or ENG 220, or departmental approval for non-majors.**ENG 441 Shakespeare Credits: 3****Typically Offered:** Fall.**Course Description:** The course examines William Shakespeare's work and life as well as his impact on modern culture. Emphasis will be given to the varied staging and theatrical interpretations of his plays, including life performance, film, and operatic adaptations of the works of an author who has been called "the inventor of the human." **Prerequisite(s):** ENG 108 or ENG 112, ENG 220, or departmental approval for non-majors.**ENG 450 Independent Research/Project Credits: 1-5****Typically Offered:** Fall, Spring.**Course Description:** Investigation of a research problem, project, or topic on an individual conference basis. **Prerequisite(s):** Declared English major, a minimum of 2.5 GPA in major field, and departmental approval.**ENG 465 English Teaching: Methods and Materials Credits: 3****Typically Offered:** Fall.**Course Description:** Techniques, materials, and resources used in the English curriculum in the secondary schools. LAS Computer Literacy. **Prerequisite(s):** ENG 365 and credit or concurrent enrollment in both EDU 303 and EDU 304.**ENG 466 Practicum in the Teaching of Writing Credits: 1****Typically Offered:** Fall.**Course Description:** Practical application of teaching writing through participation as student assistant in ENG 100 Writer's Workshops. Concurrent enrollment in ENG465 recommended. **Prerequisite(s):** ENG 365.**ENG 467 Teaching of Grammar Credits: 3****Typically Offered:** Fall (odd-numbered years).**Course Description:** Reviews knowledge base required by teachers, demonstrates teaching methods that illustrate current theory and research. Students will develop teaching materials pertinent to teaching. **Prerequisite(s):** ENG 232 or EDU 202 and ENG 302.**ENG 473 History of the English Language Credits: 3****Typically Offered:** Fall (even-numbered years).**Course Description:** From the development of the Indo-European language family to English as a world language, this course explores the influence of historical and cultural developments, internal changes, and language attitudes on the English language. Students will come to understand how languages begin and why they change, how language is a production of its socio-cultural history, and why there are dialectal differences in the English heard around the world. LAS International/ Intercultural. **Prerequisite(s):** Sophomore standing, either ENG 232 or ENG 108, and one 100-level HIS or HUM course.**ENG 485 Advanced Creative Writing: Prose Credits: 3****Typically Offered:** Fall.**Course Description:** This advanced course is for students who have completed ENG 385 at least once and who seek greater challenges with plot, form, and language. Students may use ENG 485 either to create entirely new works or to revise works from ENG 385 until they are ready to circulate in search of a publisher. LAS Writing. **Prerequisite(s):** ENG 385 with a grade of B or higher.**ENG 486 Advanced Creative Writing: Poetry Credits: 3****Typically Offered:** Spring.**Course Description:** This advanced course is for students who have completed ENG 386 at least once and have demonstrated an understanding of the basic techniques of writing poetry. Students will produce a greater number of poems than expected in ENG 386 and be required to submit their poetry to a targeted literary journal. LAS Writing. **Prerequisite(s):** ENG 386 with a grade of B or higher.

## English Public Relations (EPR)

**EPR 316 Internship In Public Relations Credits: 2-6****Typically Offered:** Fall, Spring, Summer.**Course Description:** Practical application of public relations skills in a professional setting; correlates academic preparation with supervision in a work experience (thirty clock hours of work for each hour of credit). May be repeated for a total of 12 credit hours. **Prerequisite(s):** Junior standing and departmental approval.**EPR 401 Senior Portfolio Credits: 1****Typically Offered:** Fall, Spring.**Course Description:** Workshop class for graduating seniors which includes resume and job search preparation in addition to compiling a passing graduation portfolio consisting of a resume, cover letter, and writings from major courses. Required for the BA / English Public Relations majors. Must be completed during the semester of graduation, except for summer graduates who must complete the course in the spring semester prior to graduation. Graded pass/fail.**EPR 422 Public Relations Writing Credits: 3****Typically Offered:** Spring.**Course Description:** This workshop course emphasizes audience analysis, writing, editing, and producing public relations documents. Where possible, students will complete practical hands-on projects that reflect theoretical foundations presented in COM 415. LAS Writing; LAS Computer Literacy. **Prerequisite(s):** JOU 202, ETC 326, and COM 415, or departmental approval.

## English Technical Communication (ETC)

### ETC 200 Introduction to Technical Communication Credits: 3

**Typically Offered:** Fall.

**Course Description:** Workshop in technical style emphasizing shorter forms of technical writing as well as proposals and reports. Students are introduced to processes for producing documents in workplace, technical, and professional settings. They will also apply word processing software appropriate software for completing work professionally, including basics of graphics, styles, format, and layout. LAS Ethics; LAS Computer Literacy. **Prerequisite(s):** ENG 104

### ETC 210 Introduction to Digital Humanities Credits: 3

**Typically Offered:** Fall.

**Course Description:** Introduction to creating, publishing and working with information and ideas as they relate to emerging forms of humanities, scholarly production, and digital methodologies. The course introduces the basic vocabulary of concepts and tools in digital humanities, and will acquaint students with critical work, resources in the field, and hands-on experience, including environments and tools for producing, curating, and interacting with knowledge that is "born digital" and lives in various digital contexts. Student projects will integrate the investigation, analysis, synthesis and presentation of information in electronic form.

### ETC 224 Web Content and Design Credits: 3

**Typically Offered:** Fall.

**Course Description:** Students will learn the elements of effective writing for screen-based textual content in internet and intranet environments, using HTML and appropriate software to create both personal and professional Web sites to gain valuable hands-on experience. Introduces overview of context provider issues, including usability, intellectual property, security, access, database content language, writing and design. Same as JOU 224. **Prerequisite(s):** ENG 104.

### ETC 316 Internship in Technical Communication Credits: 2-6

**Typically Offered:** Fall, Spring, Summer.

**Course Description:** Practical application of technical and organizational communication skills in a professional setting; correlates academic preparation with supervision in a work experience (thirty clock hours of work for each hour of credit). May be repeated for a total of 12 credit hours. **Prerequisite(s):** Junior or senior standing and departmental approval.

### ETC 326 Document Design Credits: 3

**Typically Offered:** Spring.

**Course Description:** A computer workshop course involving graphic design and production of attractive and effective advertisements, brochures, newsletters, and magazine spreads. The course will provide instruction in design software and computer peripherals such as electronic scanners and digital photography. LAS Computer Literacy.

### ETC 328 Multimedia Authoring Credits: 3

**Typically Offered:** Spring (odd-numbered years).

**Course Description:** An advanced class which outlines the history, principles and theories of multimedia. This course examines how elements of text, sound, video, animations and graphics work together to produce electronic products for the Web, CD/DVD and other distribution formats. Students learn appropriate multimedia software to create individual or small group multimedia projects. Same as JOU 328.

### ETC 340 Content and Design for Technical Communication Credits: 3

**Typically Offered:** Spring.

**Course Description:** Introduction to basic principles of content design for digital environments. Students will learn best practices for document and web layout, planning, drafting, and revision, with an emphasis on creating documents and web content appropriate to professional and organizational communication. Other topics may include usability, intellectual property, security, access, and the use of industry standard tools and software. LAS Computer Literacy.

### ETC 401 Senior Portfolio Credits: 1

**Typically Offered:** Fall, Spring.

**Course Description:** Workshop class for graduating seniors which includes resume and job search preparation in addition to compiling a passing graduation portfolio consisting of a resume, cover letter, and writings from majors courses. Required for the BA English/ Technical Communication major. Same as JOU 401. Graded pass/fail. **Prerequisite(s):** Must be completed during the semester of graduation, except for summer graduates, who must complete the course in the spring semester prior to graduation.

### ETC 408 Technical Editing Credits: 3

**Typically Offered:** Fall (odd-numbered years).

**Course Description:** Emphasis on the role of the editor in organizational settings, including creating successful writer/editor collaboration. Practice in editing documents for grammar, syntax, organization, style, emphasis, document design, graphics, and user-centered design. Introduction to technology for creating, publishing and distributing technical documents.

### ETC 420 Technical Documentation Credits: 3

**Typically Offered:** Spring (odd-numbered years).

**Course Description:** Practice in creating procedures and instructions. Includes current issues and applications in the production, evaluation, and dissemination of technical documents. **Prerequisite(s):** ETC 200.

### ETC 421 Research and Practice in Technical Communication Credits: 3

**Typically Offered:** Fall (even-numbered years).

**Course Description:** An interdisciplinary perspective applying cultural studies, ethnography, critical linguistics, stylistics, discourse analysis and media studies to technical and professional fields. Includes issues for writing for the global marketplace such as writing for translation and designing materials to comply with conventions and expectations of other cultures. LAS International/Intercultural. **Prerequisite(s):** ETC 200.

### ETC 424 Instructional Design Credits: 3

**Typically Offered:** Spring (even-numbered years).

**Course Description:** Practice creating and testing instructions, user guides, and training materials for multiple digital platforms such as webhelp, wikis, e-books, and mobile applications. Students will learn skills and concepts such as modular writing, information design, instructional design, and single sourcing. LAS Writing; LAS Computer Literacy. **Prerequisite(s):** ETC 200.

### ETC 450 Independent Research/Project Credits: 1-5

**Typically Offered:** Fall, Spring.

**Course Description:** Investigation of a research problem, project, or topic on an individual conference basis. **Prerequisite(s):** Declared English Technical Communication major, a minimum of 2.5 GPA in major field, and departmental approval.

## French (FRE)

### FRE 100 Elementary French I Credits: 3

**Typically Offered:** Fall.

**Course Description:** Beginning study of French language and culture, including speaking, listening, reading and writing. Focus on topics of personal interest and activities, using primarily the present tense. Students whose high school transcripts show three or more years of French (with a grade of C or higher, and within three years of the semester in question) should attempt the placement exam because they will receive audit credit only should they enroll in this course.

**CORE 42:** MOTR LANG 101; French I

### FRE 101 Elementary French II Credits: 3

**Typically Offered:** Spring.

**Course Description:** Continued study of French language and culture, including speaking, listening, reading and writing. Focus on topics of personal interest and activities. Students must earn a minimum grade of C in order to continue in sequenced languages courses. **Prerequisite(s):** A grade of C or higher in FRE 100.

**CORE 42:** MOTR LANG 102; French II

### FRE 200 Intermediate French I Credits: 3

**Typically Offered:** Fall.

**Course Description:** Through classroom interaction, students develop oral and written skills needed for practical and daily-life situations; study linguistic structures and functions needed to ask questions, compare, contrast, and describe; develop reading skills and expand vocabulary; and increase cultural awareness of the French-speaking world. Students must earn a minimum grade of C in order to continue in sequenced languages courses. **Prerequisite(s):** A grade of C or higher in FRE 101 or departmental approval.

### FRE 201 Intermediate French II Credits: 3

**Typically Offered:** Spring.

**Course Description:** Through classroom interaction, students further develop oral and written skills needed for practical daily-life situations; study in greater depth linguistic structures and functions needed to ask questions, narrate in three tenses, compare and contrast, describe; build reading skills and expand vocabulary; and increase cultural awareness of the French-speaking world. Students must earn a minimum grade of C in order to continue in sequenced languages courses. **Prerequisite(s):** A grade of C or higher in FRE 200 or departmental approval.

### FRE 206 Summer Study/Travel Program in France: Field Work in Paris and Surrounding Area Credits: 1-4

**Typically Offered:** Summer.

**Course Description:** One week of total immersion in French in Paris and its environs. Required guided visits to museums and historical sites; side trips to Versailles, Giverny and other locales. Conversation and guided visits at the early intermediate level; readings and paper in English. Students enrolling for 2-4 credit hours will complete preparatory coursework (15 contact hours for each hour of credit) on campus before traveling to France. LAS International/Intercultural. **Prerequisite(s):** FRE 101 or two years of high school French.

### FRE 207 Summer Study/Travel Program in a French-speaking Country: Oral and Written French Credits: 3

**Typically Offered:** Summer.

**Course Description:** A three-week intensive study in French language at the early-intermediate level taught by instructors at a designated French language institute, including course work and directed cultural activities. A special fee is assessed for this class. Deadline for application is March 1. LAS Writing; LAS International/Intercultural. **Prerequisite(s):** FRE 101 or two years of high school French.

### FRE 211 French for the Professional Credits: 3

**Typically Offered:** Departmental Discretion.

**Course Description:** A pragmatic approach to the continued development of the skills of listening, reading, writing, and speaking in French, as well as concentrating on increased awareness of French customs and culture. This course is recommended for students pursuing a business major, as well as those who want to acquire more confidence in practical use of French. **Prerequisite(s):** FRE 200 or equivalent.

### FRE 301 Methods in Teaching Foreign Language Credits: 3

**Typically Offered:** Departmental Discretion.

**Course Description:** Techniques, materials, and methodology to be used in teaching foreign language. Same course as GER 301 and SPA 301.

**Prerequisite(s):** Junior standing and FRE 201.

### FRE 302 Written Expression and Translation Credits: 3

**Typically Offered:** Fall.

**Course Description:** A course in advanced grammatical constructions as seen in professional writing, i.e. correspondence, reports, and proposals. Also regular written assignments using field-specific terminology and formats. LAS Computer Literacy. **Prerequisite(s):** FRE 201 or FRE 211.

### FRE 306 Summer Study/Travel Program in France: Field Work in Paris and Surrounding Area Credits: 1-4

**Typically Offered:** Summer.

**Course Description:** One week of total immersion in French in Paris and its environs. Required guided visits to museums and historical sites; side trips to Versailles, Giverny and other locales. Conversation and guided visits, at the early intermediate level; readings and paper in English. Students enrolling for 2-4 credit hours will complete preparatory coursework (15 contact hours for each hour of credit) on campus before traveling to France. LAS International/Intercultural. **Prerequisite(s):** FRE 201 or four years of high school French.

### FRE 307 Summer Study/Travel Program in French-speaking Country: Oral and Written French Credits: 3

**Typically Offered:** Summer.

**Course Description:** A three-week intensive study in French language at the advanced level taught by instructors at a French language institute, including course work and directed cultural activities. A special fee is assessed for this class. Deadline for application is March 1. LAS Writing; LAS International/Intercultural. **Prerequisite(s):** FRE 201 or four years of high school French.

### FRE 310 Readings in Francophone Culture and Civilization Credits: 3

**Typically Offered:** Spring.

**Course Description:** Reading and analysis of French and Francophone texts from a variety of genres and periods. **Prerequisite(s):** FRE 200.

### FRE 312 Conversation and Diction Credits: 3

**Typically Offered:** Spring.

**Course Description:** Solidifies and/or develops students' oral proficiency within a variety of conversational contexts and registers, with emphasis on correct pronunciation. **Prerequisite(s):** FRE 201 or departmental approval.

**FRE 316 Internship in French Credits: 2-6****Typically Offered:** Fall, Spring, Summer.**Course Description:** Practical application of skills in speaking, reading, writing in French at a business or agency under the supervision of French faculty (30 clock hours of work for each hour of credit). May be repeated for a total of 12 credit hours. **Prerequisite(s):** Junior or senior standing and department approval.**FRE 322 Contemporary French Society Credits: 3****Typically Offered:** Spring.**Course Description:** A study of French culture and society in the 20th century. The course emphasizes connections between historic and economic development and social and familial traditions. LAS Ethics; LAS International/Intercultural. **Prerequisite(s):** FRE 201 and FRE 310.**FRE 340 Extended Study Abroad Credits: 3-15****Typically Offered:** Fall, Spring.**Course Description:** A semester-long study at a university in a French-speaking country, to be selected in consultation with the foreign language advisor. Student enrolls in 12-15 credit hours of intensive French language and other approved academic courses. Credits will be eligible for substitution of required major courses upon the student's return. A special fee is assessed for this class. LAS International/Intercultural. **Prerequisite(s):** FRE 101 and departmental approval.**FRE 403 Advanced Business French Credits: 3****Typically Offered:** Fall (odd-numbered years).**Course Description:** A course devoted to developing and perfecting highly advanced language skills through the study of special topics in the French and Francophone business worlds. Emphasis on mastery of specialized French for professional settings. **Prerequisite(s):** FRE 302 and FRE 310.**FRE 422 Introduction to French Culture, Civilization and Literature I****Credits: 3****Typically Offered:** Fall (even-numbered years).**Course Description:** A study of French society, art, and literature from medieval times through the enlightenment. The course emphasizes connections between historical development and artistic expression. LAS Writing. **Prerequisite(s):** FRE 302 and FRE 310.**FRE 432 Introduction to French Culture, Civilization and Literature II****Credits: 3****Typically Offered:** Spring.**Course Description:** A study of French society, art, and literature from during the 18th and 19th centuries. The course emphasizes connections between historical development and artistic expression. LAS Ethics. **Prerequisite(s):** FRE 302 and FRE 310.**FRE 442 Introduction to French Culture, Civilization and Literature III****Credits: 3****Typically Offered:** Spring (odd-numbered years).**Course Description:** A study of contemporary French and Francophone society, art, and literature. The course emphasizes connections between historical development and artistic expression. LAS Writing. **Prerequisite(s):** FRE 302 and FRE 310.**FRE 450 Independent Research/Project Credits: 1-5****Typically Offered:** Fall, Spring.**Course Description:** Investigation of a research problem, project, or topic on an individual conference basis. **Prerequisite(s):** Declared French major, a minimum of 2.5 GPA in major field, and departmental approval.**FRE 452 Advanced Oral Communication in a Professional Environment****Credits: 3****Typically Offered:** Fall.**Course Description:** Students will develop functional use of French with appropriate technical vocabulary and structures for a variety of professional contexts. **Prerequisite(s):** At least 15 credits at the 300-400 levels.**FRE 462 Senior Thesis Credits: 1****Typically Offered:** Fall, Spring.**Course Description:** Students will learn how to develop a research topic, conduct research using resources in the target language, and synthesize their findings. The final product is a research paper in the target language in which students demonstrate the ability to conduct research, apply a critical perspective, and defend their thesis in a written format (10-15 pages). The course will require individual meetings between student and professor, at the professor's discretion. Students will present their thesis in a public forum at the end of the semester. Graded pass/fail. **Prerequisite(s):** Must be completed during the semester of graduation, except for summer graduates, who must complete the course in the spring semester prior to graduation.

## German (GER)

**GER 100 Elementary German I Credits: 3****Typically Offered:** Fall.**Course Description:** Beginning study of German language and culture, including speaking, listening, reading and writing. Focus on topics of personal interest and activities, using primarily the present tense. Students whose high school transcripts show three or more years of German (with a grade of C or higher, and within three years of the semester in question) should attempt the placement exam because they will receive audit credit only should they enroll in this course.**CORE 42:** MOTR LANG 105; Foreign Language I**GER 101 Elementary German II Credits: 3****Typically Offered:** Spring.**Course Description:** Continued study of German language and culture, including speaking, listening, reading and writing. Focus on topics of personal interest and activities. Students must earn a minimum grade of C in order to continue in sequenced languages courses. **Prerequisite(s):** A grade of C or higher in GER 100.**CORE 42:** MOTR LANG 106; Foreign Language II**GER 121 Study Abroad in Germany Credits: 3****Typically Offered:** Departmental Discretion.**Course Description:** A course which promotes an increased awareness of German customs and culture through travel and study in the German-speaking nations. This course is recommended to students who want to experience first-hand how Germans live and work in a native setting, and particularly to those who wish to obtain the German minor or the BIS degree with a German concentration. Credit or concurrent enrollment in GER 100 and/or GER 101 is recommended but not required. May be repeated for credit (with departmental approval).



**GER 151 German Culture and Civilization Credits: 3**

**Typically Offered:** Departmental Discretion.

**Course Description:** An English-language course designed to reflect the importance of German culture and society to European and world intellectual development. Primary emphasis will be given to German artistic and social progress, and the extent to which it has influenced the direction of the German nation as well as other countries. Topics will vary by semester and shall represent significant intervals in German societal development (e.g. The origins of German Culture and Thought; German Culture and Civilization from the Reformation to Unification; Modern Civilization and the German Nation State(s)). May be repeated for a maximum of 6 credit hours (with departmental approval).

**GER 182 German Literature in Translation Credits: 3**

**Typically Offered:** Departmental Discretion.

**Course Description:** An English-language course designed to reflect the contributions of German writers to the European and world literary canon. Focus will be given to important German authors and their masterworks, relative to the literary genres within which these works are classified. May be repeated for credit (with departmental approval).

**GER 200 Intermediate German I Credits: 3**

**Typically Offered:** Fall.

**Course Description:** Through classroom interaction, students develop oral and written skills needed for practical and daily-life situations; study linguistic structures and functions needed to ask questions, compare, contrast, and describe; develop reading skills and expand vocabulary; and increase cultural awareness of the German-speaking world. Students must earn a minimum grade of C in order to continue in sequenced languages courses. **Prerequisite(s):** A grade of C or higher in GER 101.

**GER 201 Intermediate German II Credits: 3**

**Typically Offered:** Spring.

**Course Description:** Through classroom interaction, students further develop oral and written skills needed for practical and daily-life situations; study in greater depth linguistic structures and functions needed to ask questions, narrate in three tenses, compare and contrast, describe; build reading skills and expand vocabulary; and increase cultural awareness of the German-speaking world. Students must earn a minimum grade of C in order to continue in sequenced languages courses. **Prerequisite(s):** A grade of C or higher in GER 200.

**GER 211 German for the Professional Credits: 3**

**Typically Offered:** Departmental Discretion.

**Course Description:** A pragmatic approach to the continued development of the skills of listening, reading, writing, and speaking in German, as well as concentrating on increased awareness of German customs and culture. This course is recommended for students pursuing a business major, as well as those who want to acquire more confidence in practical use of German. **Prerequisite(s):** GER 200.

**GER 300 Topics in German Credits: 3**

**Typically Offered:** Departmental Discretion.

**Course Description:** Advanced course in German literature, language, or culture. Topics will vary from semester to semester. May be repeated for credit (with departmental approval). **Prerequisite(s):** GER 201 or departmental approval.

**GER 301 Methods in Teaching Foreign Language Credits: 3**

**Typically Offered:** Departmental Discretion.

**Course Description:** Techniques, materials, and methodology to be used in teaching foreign language. Same course as FRE 301 and SPA 301. **Prerequisite(s):** Junior standing and GER 201.

**GER 302 Advanced German Grammar Credits: 3**

**Typically Offered:** Departmental Discretion.

**Course Description:** Extended study of the most advanced German grammatical concepts and structures. This course is particularly recommended for those students who declare the German minor or BIS with a German concentration as part of their degree work, and for others who seek extended exposure to complex grammar applications in preparation for use of the German language at a native or near-native level. **Prerequisite(s):** GER 201 or departmental approval.

**GER 316 Internship in German Credits: 2-6**

**Typically Offered:** Fall, Spring, Summer.

**Course Description:** Practical application of skills in speaking, reading, writing in German at a business or agency under the supervision of German faculty (30 clock hours of work for each hour of credit). May be repeated for a total of 12 credit hours. **Prerequisite(s):** Junior or senior standing and department approval.

**GER 322 Advanced German Culture Credits: 3**

**Typically Offered:** Departmental Discretion.

**Course Description:** Extended study of complex cultural issues which have shaped the German-speaking nations into the twenty-first century. This course is particularly recommended for those students who declare the German minor or BIS with a German concentration as part of their degree work. **Prerequisite(s):** GER 201 or departmental approval.

**GER 340 Extended Study Abroad Credits: 3-15**

**Typically Offered:** Fall, Spring.

**Course Description:** A semester-long study at a university in a German-speaking country, to be selected in consultation with the foreign language advisor. Student enrolls in 12-15 credit hours of intensive German language and other approved academic courses. Credits will be eligible for substitution of required minor or BIS concentration courses upon the student's return. A special fee is assessed for this class. LAS International/Intercultural. **Prerequisite(s):** GER 101 and departmental approval.

**GER 450 Independent Research/Project Credits: 1-5**

**Typically Offered:** Fall, Spring.

**Course Description:** Investigation of a research problem, project, or topic on an individual conference basis. **Prerequisite(s):** Declared German major, a minimum of 2.5 GPA in major field, and departmental approval.

## Spanish (SPA)

**SPA 100 Elementary Spanish I Credits: 3**

**Typically Offered:** Fall.

**Course Description:** Beginning study of Spanish language and culture, including speaking, listening, reading and writing. Focus on topics of personal interest and activities, using primarily the present tense. Students whose high school transcripts show three or more years of Spanish (with a grade of C or higher, and within three years of the semester in question) should attempt the placement exam because they will receive audit credit only should they enroll in this course.

**CORE 42:** MOTR LANG 103; Spanish I



**SPA 332 Introduction to Hispanic Civilization and Culture II Credits: 3**  
**Typically Offered:** Spring.

**Course Description:** A study of Hispanic society and culture. The course emphasizes connections between historical development and artistic expression. Recommended as a complementary course to SPA 322. LAS Computer Literacy; LAS International/Intercultural. **Prerequisite(s):** SPA 201 and SPA 310.

**SPA 340 Extended Study Abroad Credits: 3-15**

**Typically Offered:** Fall, Spring.

**Course Description:** A semester-long study at a university in a Spanish-speaking country, to be selected in consultation with the foreign language advisor. Student enrolls in 12-15 credit hours of intensive Spanish language and other approved academic courses. Credits will be eligible for substitution of required major courses upon the student's return. A special fee is assessed for this class. LAS International/Intercultural. **Prerequisite(s):** SPA 201 or equivalent and departmental approval.

**SPA 348 Preparatory Course for Interim Program in Spanish Studies Abroad Credits: 2**

**Typically Offered:** Summer.

**Course Description:** An introduction to Hispanic history and contemporary Hispanic society. Lecture, discussion and readings are in Spanish. A special fee is assessed for this class. Deadline for application is April 15. LAS International/Intercultural. **Prerequisite(s):** Credit or concurrent enrollment in SPA 201 or four years of high school Spanish.

**SPA 350 Interim Program in Spanish Studies Abroad: Oral Spanish Credits: 3**

**Typically Offered:** Summer.

**Course Description:** An intensive three-week advanced level skills course in spoken Spanish in a Spanish-speaking country. A special fee is assessed for this class. Deadline for application is March 1. LAS International/Intercultural. **Prerequisite(s):** SPA 201 or four years of high school Spanish.

**SPA 422 The Literature of Spain Credits: 3**

**Typically Offered:** Spring.

**Course Description:** A study of masterworks of Spanish literature from a range of periods and a variety of genres. LAS International/Intercultural. **Prerequisite(s):** SPA 302 and SPA 310, or departmental approval.

**SPA 432 Selected Studies in Literature in Spanish Credits: 3**

**Typically Offered:** Fall.

**Course Description:** A course on topics pertaining to literature written in Spanish-speaking nations. Representative topics include "Survey of Latin-American Literature," "Latin-American Poetry," "Latin-American Prose," "Nineteenth Century Spanish Literature," "Twentieth Century Spanish Literature." LAS International/Intercultural. **Prerequisite(s):** SPA 302 and SPA 310, or departmental approval.

**SPA 442 Topics in Spanish Credits: 3**

**Typically Offered:** Departmental Discretion.

**Course Description:** Advanced course in the literature, language, or culture of Spanish-speaking countries. Topics will vary. May be repeated for credit (under a new topic with departmental consent). **Prerequisite(s):** SPA 302 or SPA 312.

**SPA 450 Independent Research/Project Credits: 1-5**

**Typically Offered:** Fall, Spring.

**Course Description:** Investigation of a research problem, project, or topic on an individual conference basis. **Prerequisite(s):** Declared Spanish major, a minimum of 2.5 GPA in major field, and departmental approval.

**SPA 452 Advanced Conversation Credits: 3**

**Typically Offered:** Fall.

**Course Description:** Students will practice conversational skills and speak Spanish in a variety of contexts and content areas. **Prerequisite(s):** At least 15 credits at the 300-400 levels.

**SPA 462 Senior Thesis Credits: 1**

**Typically Offered:** Fall, Spring.

**Course Description:** Students will learn how to develop a research topic, conduct research using resources in the target language, and synthesize their findings. The final product is a research paper in the target language in which students demonstrate the ability to conduct research, apply a critical perspective, and defend their thesis in a written format (10-15 pages). The course will require individual meetings between student and professor, at the professor's discretion. Students will present their thesis in a public forum at the end of the semester. Graded pass/fail. **Prerequisite(s):** Must be completed during the semester of graduation, except for summer graduates, who must complete the course in the spring semester prior to graduation.

## English (Bachelor of Arts, B.A.)

### Requirements

Code	Title	Credit Hours
<b>General Studies</b>		
Students must complete General Studies courses (p. 19)		42-47
<b>Core Requirements</b>		
ETC 200	Introduction to Technical Communication	3
ENG 220	Introduction to Reading Texts	3
ENG 232	Language Awareness	3
ENG 245	Introduction to Creative Writing	3
ENG 301	Advanced Composition	3
ENG 302	Modern English Grammar	3
ENG 401	Senior Portfolio	1
Select two literature courses numbered 300 or higher		6
<b>Concentration</b>		
Select one of the following concentrations:		23-30
Creative Writing and Publishing		
Literature		
Technical Communication		
<b>Bachelor of Arts Foreign Language Requirement</b>		
Credit hours in one foreign language		12

<sup>1</sup> One of these courses must be LAS International/Intercultural.

### Creative Writing and Publishing Concentration

The Bachelor of Arts degree with a major in English and a concentration in Creative Writing and Publishing is designed for aspiring writers, future creative writing teachers in secondary and post-secondary institutions, and students seeking careers in editing and publishing of creative writing whether with literary magazines or publishing houses.

Code	Title	Credit Hours
<b>Concentration Requirements</b>		
ENG 385	Creative Writing: Prose	3

ENG 386	Creative Writing: Poetry	3
ENG 395	The Making of Contemporary Literature: The Mochila Review	3
ENG 485	Advanced Creative Writing: Prose	3
or ENG 486	Advanced Creative Writing: Poetry	
ETC/JOU 224	Web Content and Design	3
ETC/JOU 328	Multimedia Authoring	3
or ETC 326	Document Design	
JOU 202	Reporting for the Media	3
JOU 308	Copy Editing	3
or ETC 408	Technical Editing	
Total Credit Hours		24

## Literature Concentration

The Bachelor of Arts degree with a major in English and a Literature concentration is a broad-based program providing students with a wide perspective on literature, language, and world views. The program prepares students to pursue graduate work in English or related disciplines or to enter areas of the business/professional community seeking people with a broad liberal education.

Code	Title	Credit Hours
<b>Concentration Requirements</b>		
ENG 326	Special Topics in Literature	3
ENG 340	Literary Theory	3
One course from the following:		3
ENG 330	Studies in Fiction	
ENG 331	Studies in Poetry	
ENG 333	Studies in Drama	
ENG 334	Studies in Popular Literature	
ENG 352	Literature in English: Beginnings to 1500	3
ENG 353	Literature in English: 1500-1800	3
ENG 354	Literature in English: 1800-1860	3
ENG 355	Literature in English: 1860-1945	3
ENG 357	Literature in English : 1945-Present	3
ENG 426	Seminar in Literature	3
ENG 441	Shakespeare	3
Total Credit Hours		30

Note: Literature courses completed to fulfill the Major Core requirements will NOT also fulfill the Literature concentration requirements.

## Technical Communication Concentration

The Bachelor of Arts degree with a major in English and a concentration in Technical Communication is designed for students interested in working as technical writers and/or communication specialists in large organizations. Students interested in pursuing graduate and professional degrees (creative writing, composition and rhetoric, law, library science, etc.) are also advised to select this program.

Code	Title	Credit Hours
<b>Concentration Requirements</b>		
ETC 210	Introduction to Digital Humanities	3
ETC 316	Internship in Technical Communication	2

ETC 340	Content and Design for Technical Communication	3
ETC 408	Technical Editing	3
ETC 420	Technical Documentation	3
ETC 421	Research and Practice in Technical Communication	3
ETC 424	Instructional Design	3
Select of the following elective courses:		3
ETC 224	Web Content and Design	
ETC 328	Multimedia Authoring	
ACT 102	Introduction to Web Page Development	
JOU 104	Introduction to Digital Photography	
JOU 202	Reporting for the Media	
Total Credit Hours		23

## Graduation Requirements

1. Earn a minimum of 120 credit hours, including 60 from a senior college (100 level and higher, maximum of 6 CED credit hours applicable).
2. Earn a minimum of 30 credit hours in upper-division courses. Lower-division transfer courses accepted as meeting upper-division departmental course requirements cannot be used to fulfill this requirement.
3. Earn 30 of the last 45 credit hours at MWSU in institutional coursework (exclusive of credit by examination).
4. Participate in required departmental and campus wide assessments.
5. Earn an overall GPA of at least 2.0 and a major GPA of at least 2.0.
6. Earn 12 credit hours in one foreign language.
7. Fulfill the Missouri Constitution requirement.

## English (Bachelor of Science in Education, B.S.E.)

### Requirements

The Bachelor of Science in Education degree with a major in English leads to certification to teach English in schools. Students who pursue this program should consider teaching as their immediate career goal

Code	Title	Credit Hours
<b>General Studies</b>		
Students must complete General Studies courses (p. 19)		42-47
<b>Major Requirements</b>		
COM 205	Introduction to Mass Media	3
ENG 220	Introduction to Reading Texts	3
ENG 232	Language Awareness	3
ETC 200	Introduction to Technical Communication	3
ENG 301	Advanced Composition	3
ENG 340	Literary Theory	3
ENG 354	Literature in English: 1800-1860	3
or ENG 355	Literature in English: 1860-1945	
or ENG 357	Literature in English : 1945-Present	
ENG 364	Introduction to Composition Theory	3

ENG 365	Teaching Writing in Middle and Secondary Schools	3
ENG 400	Literature for Adolescents	3
ENG 426	Seminar in Literature	3
ENG 441	Shakespeare	3
ENG 465	English Teaching: Methods and Materials	3
ENG 466	Practicum in the Teaching of Writing	1
ENG 467 or ENG 473	Teaching of Grammar History of the English Language	3
Select two additional literature courses numbered 300 or higher		6
<b>Education Professional Sequence</b>		
Students must complete the Professional Sequence (p. 222)		36

FRE 322	Contemporary French Society	3
FRE 452	Advanced Oral Communication in a Professional Environment	3
FRE 462	Senior Thesis	1
Select twelve credit hours from the following:		12
FRE 306	Summer Study/Travel Program in France: Field Work in Paris and Surrounding Area	
FRE 307	Summer Study/Travel Program in French-speaking Country: Oral and Written French	
FRE 403	Advanced Business French	
FRE 422	Introduction to French Culture, Civilization and Literature I	
FRE 432	Introduction to French Culture, Civilization and Literature II	
FRE 442	Introduction to French Culture, Civilization and Literature III	

**Education Professional Sequence**

Students must complete the Professional Sequence (p. 222)	36
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Majors may not take courses requiring FRE 201 Intermediate French II as a prerequisite without first passing a departmentally approved proficiency exam.

Majors must first receive a passing score, as determined by the Department of Elementary and Secondary Education, on the Content Area Assessment in French.

Students completing a BSE in French or Spanish must demonstrate oral proficiency in the language of certification at the level of Advanced Low, according to the guidelines established by the American Council on the Teaching of Foreign Languages (ACTFL). Students are responsible for scheduling and paying for an official Oral Proficiency Interview with Language Testing International. Students who are unable to attain the Advanced Low level of oral proficiency will not receive state certification.

## Graduation Requirements

1. Earn a minimum of 120 credit hours, including 60 from a senior college (100 level and higher, maximum of 6 CED credit hours applicable).
2. Earn a minimum of 30 credit hours in upper-division courses. Lower-division transfer courses accepted as meeting upper-division departmental course requirements cannot be used to fulfill this requirement.
3. Earn 30 of the last 45 credit hours at MWSU in institutional coursework (exclusive of credit by examination).
4. Participate in required departmental and campus wide assessments.
5. Earn an overall GPA of at least 2.75, a major GPA of 3.0 and a minimum 3.0 GPA in Education coursework.
6. Fulfill the Missouri Constitution requirement.

## French (Bachelor of Science in Education, B.S.E.) Requirements

The Bachelor of Science in Education degree with a major in French leads to certification to teach French in the secondary schools. Students who pursue this program should consider teaching as their immediate career goal.

Code	Title	Credit Hours
<b>General Studies</b>		
Students must complete General Studies courses (p. 19)		42-47
<b>Major Requirements</b>		
Select twelve credit hours from the following:		12
FRE 100	Elementary French I	
FRE 101	Elementary French II	
FRE 200	Intermediate French I	
FRE 201	Intermediate French II	
FRE 211	French for the Professional	
FRE 301	Methods in Teaching Foreign Language	3
FRE 302	Written Expression and Translation	3
FRE 310	Readings in Francophone Culture and Civilization	3
FRE 312	Conversation and Diction	3

## Graduation Requirements

1. Earn a minimum of 120 credit hours, including 60 from a senior college (100 level and higher, maximum of 6 CED credit hours applicable).
2. Earn a minimum of 30 credit hours in upper-division courses. Lower-division transfer courses accepted as meeting upper-division departmental course requirements cannot be used to fulfill this requirement.
3. Earn 30 of the last 45 credit hours at MWSU in institutional coursework (exclusive of credit by examination).
4. Participate in required departmental and campus wide assessments.
5. Earn a grade of C or higher in each major course numbered 100-299 and earn no more than 2 C's in major courses numbered 300 or higher.
6. Earn an overall GPA of at least 2.75, a major GPA of 3.0 and a minimum 3.0 GPA in Education coursework.
7. Fulfill the Missouri Constitution requirement.

# Modern Languages (Bachelor of Arts, B.A.)

## Requirements

Code	Title	Credit Hours
<b>General Studies</b>		
Students must complete General Studies courses (p. 19)		42-47
<b>Major Requirements</b>		
Select from one of the two following areas:		36-40
Area 1: Language and Culture		
Area 2: Professional Applications		
<b>Concentration (Area 2 only)</b>		
Select one of the following concentrations:		30-31
Business		
Criminal Justice		
Digital Media		
Technical Communication		

## Area 1 (Language and Culture)

### French

Code	Title	Credit Hours
<b>Major Requirements</b>		
FRE 100	Elementary French I	3
FRE 101	Elementary French II	3
FRE 200	Intermediate French I	3
FRE 201	Intermediate French II	3
or FRE 211	French for the Professional	
FRE 302	Written Expression and Translation <sup>1</sup>	3
FRE 310	Readings in Francophone Culture and Civilization <sup>1</sup>	3
FRE 312	Conversation and Diction <sup>1</sup>	3
FRE 322	Contemporary French Society <sup>1</sup>	3
FRE 403	Advanced Business French	3
FRE 452	Advanced Oral Communication in a Professional Environment	3
FRE 462	Senior Thesis	1
Select nine credit hours from the following:		9
FRE 307	Summer Study/Travel Program in French-speaking Country: Oral and Written French	
FRE 316	Internship in French	
FRE 422	Introduction to French Culture, Civilization and Literature I <sup>1</sup>	
FRE 432	Introduction to French Culture, Civilization and Literature II <sup>1</sup>	
FRE 442	Introduction to French Culture, Civilization and Literature III <sup>1</sup>	
Total Credit Hours		40

<sup>1</sup> Students may substitute FRE 340 Extended Study Abroad for 12 credit hours from these selected courses

NOTE: Students who are majoring in French will take the ACTFL Oral Proficiency Interview to receive official recognition for proficiency in French.

### Spanish

Code	Title	Credit Hours
<b>Major Requirements</b>		
Select one of the following:		6
SPA 100 & SPA 101	Elementary Spanish I and Elementary Spanish II	
SPA 110	Accelerated Beginning Spanish	
SPA 200	Intermediate Spanish I	3
SPA 201	Intermediate Spanish II	3
SPA 302	Grammar and Composition	3
SPA 310	Spanish Readings	3
SPA 312	Conversation	3
SPA 322	Introduction to Hispanic Civilization and Culture	3
SPA 332	Introduction to Hispanic Civilization and Culture II	3
SPA 422	The Literature of Spain	3
SPA 432	Selected Studies in Literature in Spanish	3
SPA 452	Advanced Conversation	3
SPA 462	Senior Thesis	1
Select one of the following:		3
SPA 316	Internship in Spanish	
SPA 350	Interim Program in Spanish Studies Abroad: Oral Spanish	
SPA 442	Topics in Spanish	
Total Credit Hours		40

NOTE: Students majoring in Spanish will take the ACTFL Oral Proficiency Interview to receive official recognition for proficiency in Spanish.

## Area 2 (Professional Applications)

### French

Code	Title	Credit Hours
<b>Major Requirements</b>		
Select thirty-three credit hours from the following: <sup>1</sup>		33
FRE 100	Elementary French I	
FRE 101	Elementary French II	
FRE 200	Intermediate French I	
FRE 201	Intermediate French II	
FRE 302	Written Expression and Translation	
FRE 310	Readings in Francophone Culture and Civilization	
FRE 312	Conversation and Diction	
FRE 322	Contemporary French Society	
FRE 403	Advanced Business French	
FRE 452	Advanced Oral Communication in a Professional Environment	
FRE 462	Senior Thesis	

FRE 307	Summer Study/Travel Program in French-speaking Country: Oral and Written French	
FRE 316	Internship in French	
FRE 422	Introduction to French Culture, Civilization and Literature I	
FRE 432	Introduction to French Culture, Civilization and Literature II	
FRE 442	Introduction to French Culture, Civilization and Literature III	
FRE 211 or FRE 301	French for the Professional Methods in Teaching Foreign Language	3
Total Credit Hours		36

<sup>1</sup> At least 3 credit hours must be numbered 400-499.

## Spanish

Code	Title	Credit Hours
<b>Major Requirements</b>		
Select thirty-three credit hours from the following: <sup>1</sup>		33
SPA 100 & SPA 101 or SPA 110	Elementary Spanish I and Elementary Spanish II Accelerated Beginning Spanish	
SPA 200	Intermediate Spanish I	
SPA 201	Intermediate Spanish II	
SPA 302	Grammar and Composition	
SPA 310	Spanish Readings	
SPA 312	Conversation	
SPA 316	Internship in Spanish	
SPA 322	Introduction to Hispanic Civilization and Culture	
SPA 332	Introduction to Hispanic Civilization and Culture II	
SPA 350	Interim Program in Spanish Studies Abroad: Oral Spanish	
SPA 422	The Literature of Spain	
SPA 432	Selected Studies in Literature in Spanish	
SPA 442	Topics in Spanish	
SPA 452	Advanced Conversation	
SPA 462	Senior Thesis	
SPA 211 or SPA 301	Spanish for the Professional Methods in Teaching Foreign Language	3
Total Credit Hours		36

<sup>1</sup> At least 3 credit hours must be numbered 400-499.

## Concentrations (Area 2 only)

### Business

Code	Title	Credit Hours
<b>Concentration Requirements</b>		
ACC 201	Introductory Financial Accounting	3
ECO 261	Principles of Microeconomics	3
ECO 461	International Trade	3
FIN 210	Personal Finance	3

GBA 210	Business Statistics I	3
GBA 211	Business Law I	3
GBA 220	Business Communications	3
MGT 350	Organizational Behavior	3
MKT 301	Principles of Marketing	3
MKT 311 or MKT 351	Consumer Behavior Professional Selling and Sales Management	3
Total Credit Hours		30

### Criminal Justice

Code	Title	Credit Hours
<b>Concentration Requirements</b>		
LAT 101	Introduction to Law	3
LAT 335	Introduction to Mediation	3
LAW 100	Introduction to Criminal Justice	3
LAW 110	Introduction to Juvenile Justice	3
LAW 190	Criminal Investigation	3
LAW 260	Criminal Law	3
LAW 305	Introduction to Theories of Crime	3
LAW 325	Understanding Research in Criminal Justice	3
LAW 365	Practicum I	3
LAW 410	Intermediate Criminal Law	3
Total Credit Hours		30

### Digital Media

Code	Title	Credit Hours
<b>Concentration Requirements</b>		
COM 205	Introduction to Mass Media	3
JOU 104	Introduction to Digital Photography	3
JOU 202	Reporting for the Media	3
JOU 204	Introduction to Broadcast Journalism	3
JOU 308	Copy Editing	3
JOU 316	Internship in Journalism	3
Select two of the following:		4
JOU 210	Journalism Lab: Newspaper Production	
JOU 212	Journalism Lab: Yearbook / Magazine Production	
JOU 214	Journalism Lab: Broadcast Production	
Select nine credit hours from the following:		9
JOU 224	Web Content and Design	
JOU 302	Advanced Media Reporting	
JOU 304	Advanced Broadcast Journalism	
JOU 327	Publication Design	
JOU 328	Multimedia Authoring	
Total Credit Hours		31

### Technical Communication

Code	Title	Credit Hours
<b>Concentration Requirements</b>		
ENG 232	Language Awareness	3
ETC 200	Introduction to Technical Communication	3
ETC 210	Introduction to Digital Humanities	3

ETC 316	Internship in Technical Communication	2
ETC 340	Content and Design for Technical Communication	3
ETC 401	Senior Portfolio	1
ETC 408	Technical Editing	3
ETC 420	Technical Documentation	3
ETC 421	Research and Practice in Technical Communication	3
ETC 424	Instructional Design	3
Select three credit hours from the following:		3
COM 342	Intercultural Communication	
ETC 224	Web Content and Design	
ETC 328	Multimedia Authoring	
JOU 202	Reporting for the Media	
Total Credit Hours		30

## Graduation Requirements

1. Earn a minimum of 120 credit hours, including 60 from a senior college (100 level and higher, maximum of 6 CED credit hours applicable).
2. Earn a minimum of 30 credit hours in upper-division courses. Lower-division transfer courses accepted as meeting upper-division departmental course requirements cannot be used to fulfill this requirement.
3. Earn 30 of the last 45 credit hours at MWSU in institutional coursework (exclusive of credit by examination).
4. Participate in required departmental and campus wide assessments.
5. Earn a grade of C or higher in each major course numbered 100-299 and earn no more than 2 C's in major courses numbered 300 or higher.
6. Earn an overall GPA of at least 2.0 and a major GPA of at least 2.0.
7. Earn 12 credit hours in one foreign language.
8. Fulfill the Missouri Constitution requirement.

## Spanish (Bachelor of Science in Education, B.S.E.)

### Requirements

The Bachelor of Science in Education degree with a major in Spanish leads to certification to teach Spanish in the secondary schools. Students who pursue this program should consider teaching as their immediate career goal.

Code	Title	Credit Hours
<b>General Studies</b>		
Students must complete General Studies courses (p. 19)		42-47
<b>Major Requirements</b>		
Select one of the following:		6
SPA 100 & SPA 101	Elementary Spanish I and Elementary Spanish II	
SPA 110	Accelerated Beginning Spanish	
SPA 200	Intermediate Spanish I	3
SPA 201	Intermediate Spanish II	3
SPA 301	Methods in Teaching Foreign Language	3

SPA 302	Grammar and Composition	3
SPA 310	Spanish Readings	3
SPA 312	Conversation	3
SPA 322	Introduction to Hispanic Civilization and Culture	3
SPA 332	Introduction to Hispanic Civilization and Culture II	3
SPA 422	The Literature of Spain	3
SPA 432	Selected Studies in Literature in Spanish	3
SPA 452	Advanced Conversation	3
SPA 462	Senior Thesis	1
Select three credit hours from the following:		3
SPA 316	Internship in Spanish	
SPA 350	Interim Program in Spanish Studies Abroad: Oral Spanish	
SPA 442	Topics in Spanish	

### Education Professional Sequence

Students must complete the Professional Sequence (p. 222)	36
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Majors may not take courses requiring SPA 211 Spanish for the Professional or SPA 201 Intermediate Spanish II as a prerequisite without first passing a departmentally approved proficiency exam.

Majors must first receive a passing score, as determined by the Department of Elementary and Secondary Education, on the Content Area Assessment in Spanish.

Students completing a BSE in French or Spanish must demonstrate oral proficiency in the language of certification at the level of Advanced Low, according to the guidelines established by the American Council on the Teaching of Foreign Languages (ACTFL). Students are responsible for scheduling and paying for an official Oral Proficiency Interview with Language Testing International. Students who are unable to attain the Advanced Low level of oral proficiency will not receive state certification.

## Graduation Requirements

1. Earn a minimum of 120 credit hours, including 60 from a senior college (100 level and higher, maximum of 6 CED credit hours applicable).
2. Earn a minimum of 30 credit hours in upper-division courses. Lower-division transfer courses accepted as meeting upper-division departmental course requirements cannot be used to fulfill this requirement.
3. Earn 30 of the last 45 credit hours at MWSU in institutional coursework (exclusive of credit by examination).
4. Participate in required departmental and campus wide assessments.
5. Earn a grade of C or higher in each major course numbered 100-299 and earn no more than 2 C's in major courses numbered 300 or higher.
6. Earn an overall GPA of at least 2.75, a major GPA of 3.0 and a minimum 3.0 GPA in Education coursework.
7. Fulfill the Missouri Constitution requirement.



## Technical Communication (Bachelor of Science, B.S.)

Code	Title	Credit Hours
<b>General Studies</b>		
Students must complete General Studies courses (p. 19)		42-47
<b>Major Requirements</b>		
ACT 102	Introduction to Web Page Development	3
ENG 302	Modern English Grammar	3
ETC 200	Introduction to Technical Communication	3
ETC 210	Introduction to Digital Humanities	3
ETC 316	Internship in Technical Communication	2
ETC 340	Content and Design for Technical Communication	3
ETC 401	Senior Portfolio	1
ETC 408	Technical Editing	3
ETC 420	Technical Documentation	3
ETC 421	Research and Practice in Technical Communication	3
ETC 424	Instructional Design	3
JOU 202	Reporting for the Media	3
JOU 204 or JOU 328	Introduction to Broadcast Journalism Multimedia Authoring	3
SPA 100 or GER 100 or FRE 100 or CHI 100	Elementary Spanish I Elementary German I Elementary French I Elementary Chinese I	3
SPA 101 or GER 101 or FRE 101 or CHI 101	Elementary Spanish II Elementary German II Elementary French II Elementary Chinese II	3
SPA 200 or GER 200 or FRE 200 or CHI 200	Intermediate Spanish I Intermediate German I Intermediate French I Intermediate Chinese I	3
Select 6 hours of electives from the following:		6
COM 410	Organizational Communication	
GBA 220	Business Communications	
ENG 245	Introduction to Creative Writing	
ENG 385 or ENG 386	Creative Writing: Prose Creative Writing: Poetry	
JOU 104	Introduction to Digital Photography	
JOU 224	Web Content and Design	
JOU 303	Media Law and Ethics	
SPA 201 or GER 201 or FRE 201 or CHI 201	Intermediate Spanish II Intermediate German II Intermediate French II Intermediate Chinese II	

## Graduation Requirements

- Earn a minimum of 120 credit hours, including 60 from a senior college (100 level and higher, maximum of 6 CED credit hours applicable).
- Earn a minimum of 30 credit hours in upper-division courses. Lower-division transfer courses accepted as meeting upper-division departmental course requirements cannot be used to fulfill this requirement.
- Earn 30 of the last 45 credit hours at MWSU in institutional coursework (exclusive of credit by examination).
- Participate in required departmental and campus wide assessments.
- Earn a grade of C or higher in all major coursework.
- Earn an overall GPA of at least 2.0 and a major GPA of at least 2.0.
- Fulfill the Missouri Constitution requirement.

## Creative Writing Minor Requirements

A student earning a B.A. in English may receive this minor, providing it is different from the student's major emphasis.

Code	Title	Credit Hours
<b>Minor Requirements</b>		
ENG 220	Introduction to Reading Texts	3
ENG 395	The Making of Contemporary Literature: The Mochila Review	3
ENG 301	Advanced Composition	3
ENG 330 or ENG 331	Studies in Fiction Studies in Poetry	3
ENG 385	Creative Writing: Prose	3
ENG 386	Creative Writing: Poetry	3
Total Credit Hours		18

## Graduation Requirements

- Have a valid and declared major on file (minors cannot be awarded in the same areas as the major, emphasis or concentration).
- Earn a minimum of 3 credit hours beyond the major, emphasis, concentration and/or general studies requirements.
- Earn a minor GPA of at least 2.0.

## English Studies Minor

Code	Title	Credit Hours
<b>Minor Requirements</b>		
ETC 200	Introduction to Technical Communication	3
ENG 220	Introduction to Reading Texts	3
ENG 232	Language Awareness	3
ENG 245	Introduction to Creative Writing	3
Two literature courses numbered 300 or higher		6
Total Credit Hours		18

## Graduation Requirements

- Have a valid and declared major on file (minors cannot be awarded in the same areas as the major, emphasis or concentration).

2. Earn a minimum of 3 credit hours beyond the major, emphasis, concentration and/or general studies requirements.
3. Earn a minor GPA of at least 2.0.

## French Minor Requirements

Code	Title	Credit Hours
<b>Minor Requirements</b>		
Select twenty-one credit hours from the following:		21
FRE 100	Elementary French I	
FRE 101	Elementary French II	
FRE 200	Intermediate French I	
FRE 211	French for the Professional	
FRE 302	Written Expression and Translation	
FRE 307	Summer Study/Travel Program in French-speaking Country: Oral and Written French	
FRE 310	Readings in Francophone Culture and Civilization	
FRE 312	Conversation and Diction	
FRE 316	Internship in French	

## Graduation Requirements

1. Have a valid and declared major on file (minors cannot be awarded in the same areas as the major, emphasis or concentration).
2. Earn a minimum of 3 credit hours beyond the major, emphasis, concentration and/or general studies requirements.
3. Earn a minor GPA of at least 2.0.

## German Minor Requirements

Code	Title	Credit Hours
<b>Minor Requirements</b>		
Select nine credit hours from the following:		9
GER 100	Elementary German I	3
GER 101	Elementary German II	3
GER 200	Intermediate German I	3
GER 201	Intermediate German II	3
GER 121	Study Abroad in Germany	
GER 151	German Culture and Civilization	
GER 182	German Literature in Translation	
GER 300	Topics in German	
GER 302	Advanced German Grammar	
GER 316	Internship in German	
GER 322	Advanced German Culture	
GER 450	Independent Research/Project	
Total Credit Hours		21

## Graduation Requirements

1. Have a valid and declared major on file (minors cannot be awarded in the same areas as the major, emphasis or concentration).

2. Earn a minimum of 3 credit hours beyond the major, emphasis, concentration and/or general studies requirements.
3. Earn a minor GPA of at least 2.0.

## Literature Minor Requirements

The minor in English Literature provides students with an opportunity to broaden their understanding and appreciation of literature and culture, and to improve their communication skills. As such, the minor is a valuable asset to those seeking careers in the professional or business world.

A student earning a B.A. in English may receive this minor, providing it is different from the student's major emphasis.

Code	Title	Credit Hours
<b>Minor Requirements</b>		
Select one course from the following:		3
ENG 220	Introduction to Reading Texts	3
ENG 326	Special Topics in Literature	3
ENG 441	Shakespeare	3
Select one course from the following:		3
ENG 330	Studies in Fiction	
ENG 331	Studies in Poetry	
ENG 333	Studies in Drama	
ENG 334	Studies in Popular Literature	
Select one course from the following:		3
ENG 352	Literature in English: Beginnings to 1500	
or ENG 353	Literature in English: 1500-1800	
ENG 353	Literature in English: 1500-1800	
Select one of the following:		3
ENG 354	Literature in English: 1800-1860	
ENG 355	Literature in English: 1860-1945	
ENG 357	Literature in English : 1945-Present	
Total Credit Hours		18

## Graduation Requirements

1. Have a valid and declared major on file (minors cannot be awarded in the same areas as the major, emphasis or concentration).
2. Earn a minimum of 3 credit hours beyond the major, emphasis, concentration and/or general studies requirements.
3. Earn a minor GPA of at least 2.0.

## Spanish Minor Requirements

Code	Title	Credit Hours
<b>Minor Requirements</b>		
Select one course from the following:		6
SPA 100 & SPA 101	Elementary Spanish I and Elementary Spanish II	
SPA 110	Accelerated Beginning Spanish	
SPA 200	Intermediate Spanish I	3
SPA 201	Intermediate Spanish II	3

Select nine credit hours from the following:	9
SPA 211 Spanish for the Professional	
SPA 310 Spanish Readings	
SPA 250 Interim Program in Spanish Studies Abroad: Oral Spanish	
SPA 350 Interim Program in Spanish Studies Abroad: Oral Spanish	
SPA 302 Grammar and Composition	
SPA 312 Conversation	
SPA 316 Internship in Spanish	
SPA 322 Introduction to Hispanic Civilization and Culture	
SPA 332 Introduction to Hispanic Civilization and Culture II	
SPA 422 The Literature of Spain	
SPA 432 Selected Studies in Literature in Spanish	
SPA 442 Topics in Spanish	
SPA 452 Advanced Conversation	
Total Credit Hours	21

JOU 202 Reporting for the Media
GBA 220 Business Communications

## Graduation Requirements

1. Have a valid and declared major on file (minors cannot be awarded in the same areas as the major, emphasis or concentration).
2. Earn a minimum of 3 credit hours beyond the major, emphasis, concentration and/or general studies requirements.
3. Earn a minor GPA of at least 2.0.

## Graduation Requirements

1. Have a valid and declared major on file (minors cannot be awarded in the same areas as the major, emphasis or concentration).
2. Earn a minimum of 3 credit hours beyond the major, emphasis, concentration and/or general studies requirements.
3. Earn a minor GPA of at least 2.0.

## Technical Communication Minor Requirements

A student earning a B.A. in English may receive this minor, providing it is different from the student's major emphasis.

Code	Title	Credit Hours
<b>Minor Requirements</b>		
ETC 200	Introduction to Technical Communication	3
Select a minimum of six credit hours from the following:		6-15
ETC 340	Content and Design for Technical Communication	
ETC 408	Technical Editing	
ETC 420	Technical Documentation	
ETC 421	Research and Practice in Technical Communication	
ETC 424	Instructional Design	
Remaining credits to be selected from the following courses to total 18 credit hours:		0-9
ACT 102	Introduction to Web Page Development	
ETC 224	Web Content and Design	
ETC 316	Internship in Technical Communication	
ETC 328	Multimedia Authoring	
ETC 401	Senior Portfolio	

## Department of History & Geography

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The history faculty is committed to developing a historical consciousness in our students. The study of history helps students understand the origins, courses, and consequences of the major political, economic, social, and cultural changes in history and relate these changes to the continuing course of history today. Expanding the realm of students' experience beyond the limits imposed by their own life span and mobility is vital. The study of history allows students to perceive a greater range of alternatives and possibilities in life's decisions made by people in different times and places. Students who major in History usually prepare for careers in teaching, government, law, or business.

Geography is the study of how humans spatially interact with the physical environment. Geographers seek to describe, relate, and explain the natural and cultural phenomena that distinguish places around the world. Studying geography increases students' ability to analyze complex situations, events, trends, and draw logical inferences from them.

Geography often functions as a bridge between the natural sciences and the social sciences. Its perspective on the location of phenomena makes it unique among the academic disciplines. Geographers integrate information from other disciplines with their own research to provide a spatial understanding of the world. Geographers work in business, environmental research, climatology, meteorology, cartography, GIS/GPS, and elementary, secondary, and higher education.

## Admission

### Admission Requirements

Majors in the department which have admission requirements are listed below. Majors which are not listed on this page do not have specific requirements for admission. Information about the recommended coursework a student might take prior to declaring the major can be obtained from the department.

### History

Students desiring this major should declare their interest to the chairperson of the Department of History and Geography so that they can be assigned History faculty advisors. Applicants must have a minimum GPA of 2.0 to declare this major.

### History (Education)

- ACT composite score on file
- Successful completion of the Missouri General Education Assessment (MoGEA)
- Overall GPA of 2.75
- Education course GPA of 3.0
- Content area GPA of 3.0
- Satisfactory completion of EDU 202/203

ACT and MoGEA scores should be received the semester before application for admission to teacher education is made (up to 4 months should be allowed for scores to be processed).

## Majors

- History (Bachelor of Arts, B.A.) (p. 181)
- History (Bachelor of Science, B.S.) (p. 182)
- History with Teacher Certification (Bachelor of Arts, B.A.) (p. 182)
- History with Teacher Certification (Bachelor of Science, B.S.) (p. 183)
- International Studies (Bachelor of Arts, B.A.) (p. 253)

## Minors

- European History Minor (p. 183)
- General History Minor (p. 183)
- Geography Minor (p. 184)
- International Studies Minor (p. 257)
- Peace and Conflict Studies Minor (p. 258)
- United States History Minor (p. 184)

## Courses

### Geography (GEO)

**GEO 100 World Geography Credits: 3**

**Typically Offered:** Fall, Spring.

**Course Description:** A systematic and regional analysis of the world's diverse cultural realms emphasizing the five themes of geography (location, place, interaction of people and the physical environment, movement, and region).

**CORE 42:** MOTR GEOG 101; World Regional Geography



**GEO 160 Physical Geography Credits: 4**

**Typically Offered:** Departmental Discretion.

**Course Description:** Analysis of Earth's physical systems, Earth-Sun relationships, weather and climate, soils and landforms, fluvial processes, global vegetation, exercises involving data collection, aerial photography and map interpretation, and data analysis. Three hours lecture and two hours lab.

**CORE 42:** MOTR GEOG 100L; Physical Geography with Lab



**GEO 210 Geography of the United States and Canada Credits: 3**

**Typically Offered:** Departmental Discretion.

**Course Description:** A systematic and regional analysis of the contemporary physical, cultural, and economic geography of the United States and Canada. Examination of environmental influences on people and the ways people change the environment as evidenced in agriculture, religion, industry, and urban areas. LAS Computer Literacy.

**GEO 320 Geography of Europe Credits: 3**

**Typically Offered:** Departmental Discretion.

**Course Description:** A systematic and regional analysis of the contemporary physical, cultural, and economic geography of the nations and regions west of Russia; trends of development as affected by changing political structures and the European Union. LAS International/Intercultural. **Prerequisite(s):** A course in geography or European history.

**GEO 330 Globalization, Labor, and Resources Credits: 3****Typically Offered:** Departmental Discretion.**Course Description:** Patterns of distribution, production, and consumption of the world's resources; theories of geographic location related to agricultural, industrial, and service activities; globalization and internationalization; population and migration impacts on the economy; the role of the state in the economy; theories of development and underdevelopment. **Prerequisite(s):** ECO 260 or GEO 100.**GEO 340 Sustainable Energy Credits: 3****Typically Offered:** Departmental Discretion.**Course Description:** Basic concepts of development and sustainability as they relate to energy usage. Implications on human population, weather and climate, global climate change, and agriculture will be discussed. Course will focus on energy conservation, fossil fuel energies, and alternative energy strategies, including, but not limited to, solar, wind, water, nuclear, geothermal, and biofuels. Class is in both lecture and seminar format. **Prerequisite(s):** A course in geography or BIO 207, or departmental approval.**GEO 426 Geographic Information Systems Credits: 4****Typically Offered:** Departmental Discretion.**Course Description:** Basic concepts of Geographic Information Systems and applications; raster and vector data models; exercises involving data collection, GPS usage, database management, editing databases and shapefiles, querying and analyzing data, and cartographic design using ArcGIS and Google software. Three hours lecture and two hours lab.**Prerequisite(s):** Junior standing or departmental approval.**GEO 450 Independent Research/Project Credits: 1-6****Typically Offered:** Fall, Spring.**Course Description:** Investigation of a research problem, project, or topic on an individual conference basis. May be repeated with departmental approval. **Prerequisite(s):** Departmental approval.

## History (HIS)

**HIS 120 Modern World History Credits: 3****Typically Offered:** Departmental Discretion.**Course Description:** A survey of the political, social, and economic history of the world (Europe, Africa, Middle East, India, Far East, and Latin America) from 1815 to the present.**CORE 42:** MOTR HIST 202; World History II**HIS 140 American History to 1865 Credits: 3****Typically Offered:** Fall, Spring.**Course Description:** The discovery of America to the end of the Civil War; colonial America, the Revolution, national development, sectionalism, and the Civil War.**CORE 42:** MOTR HIST 101; American History I**HIS 150 American History since 1865 Credits: 3****Typically Offered:** Fall, Spring.**Course Description:** Continuation of HIS 140. Reconstruction, industrialization, urbanization, emergence as a world power, progressivism, World War I, the New Deal, World War II, and postwar America.**CORE 42:** MOTR HIST 102; American History II**HIS 200 Ancient and Medieval Civilization Credits: 3****Typically Offered:** Fall, Spring.**Course Description:** The western world from antiquity to the fifteenth century; the emergence of civilization in the Nile and Tigris-Euphrates valleys; the political, social, economic, and intellectual contributions of Greece, Rome, and medieval Europe.**CORE 42:** MOTR WCIV 101; Western Civilization I**HIS 210 Early Modern Civilization Credits: 3****Typically Offered:** Fall, Spring.**Course Description:** The western world from 1500 to 1815; national states, the geographical revolution, the founding of European overseas empires, the Reformation, the emergence of constitutional governments, the Scientific Revolution, and the American and French Revolutions.**CORE 42:** MOTR WCIV 102; Western Civilization II**HIS 220 History of Missouri Credits: 3****Typically Offered:** Departmental Discretion.**Course Description:** Missouri under French and Spanish rule; the American acquisition; the role of the state in the slavery crisis and in the settlement of the West; the state's contributions to politics, art, literature, education, industry, and transportation.**HIS 230 Modern Europe: 1789 to the Present Credits: 3****Typically Offered:** Fall, Spring.**Course Description:** The French Revolution and Napoleonic periods; reaction, nationalism, and revolution; rise of socialism; imperialism; World War I; the Russian Revolutions and Soviet communism; the rise of fascism; Hitler, Stalin, and World War II; the Holocaust; the postwar bipolar world order; the bloc system.**CORE 42:** MOTR WCIV 102; Western Civilization II**HIS 235 Historic Preservation Field School Credits: 3****Typically Offered:** Departmental Discretion.**Course Description:** Intensive field experience in documenting and preserving an existing built environment as well as the historic landscape. Students actively participate in a survey of an urban neighborhood. Class sessions consist of lecture, discussion, field work, and lab. Lecture and discussion cover a wide array of issues in historic preservation. Field work includes tours, inspection, photography, and documentation of historic buildings. This course may be taken more than once for credit as an elective, but only once to fulfill a requirement for the major in either the B.A. or B.S. program in History.**HIS 245 History of the Middle East in the Twentieth Century Credits: 3****Typically Offered:** Departmental Discretion.**Course Description:** An examination of the historical developments in the Middle East since 1900, with special attention to the origins of current political, social, and economic issues in a region plagued by instability.

**HIS 290 The Historian's Craft Credits: 3****Typically Offered:** Spring.**Course Description:** This course introduces students to the methods used by historians to analyze, interpret, and write about the past. Students will learn basic skills which may include, but are not limited to: locating and assessing source material; analyzing primary and secondary sources; writing analytical, comparative, historiographical, and review essays; conducting oral interviews; conducting oral presentations; reviewing movies. Various thematic approaches will be offered. **Prerequisite(s):** HIS 140 or HIS 150, and HIS 200 or HIS 210 or HIS 230, and ENG 104, and must be a declared major or minor in history.**HIS 300 American Colonial History Credits: 3****Typically Offered:** Spring (odd-numbered years).**Course Description:** The founding of North American colonies by Spain, France, and Great Britain; cross-cultural interactions between Europeans and Native Americans; race and slavery; religious diversity; economic growth; imperial conflicts; British colonial administration and the path to Revolution. LAS Writing. **Prerequisite(s):** HIS 140 and HIS 150, and a grade of C or higher in HIS 290 or departmental approval.**HIS 301 Early National Period Credits: 3****Typically Offered:** Fall (odd-numbered years).**Course Description:** Transition from colonial settings to constitutional republic; birth of political parties; Jeffersonian republicanism; Native American conflicts; race and slavery; women's expanded opportunities; War of 1812; economic growth and transportation innovations; Jacksonian democracy. LAS Writing. **Prerequisite(s):** HIS 140 and HIS 150, and grade of C or higher in HIS 290 or departmental approval.**HIS 302 Antebellum America Credits: 3****Typically Offered:** Departmental Discretion.**Course Description:** Postwar expansion; rise of American nationalism and the growth of the West; revival of the two-party system; Jacksonian democracy; humanitarian crusades; the Mexican War. LAS Writing. **Prerequisite(s):** HIS 140 and HIS 150, and grade of C or higher in HIS 290 or departmental approval.**HIS 305 The American Frontier Credits: 3****Typically Offered:** Departmental Discretion.**Course Description:** Westward expansion of the United States over three centuries; colonial frontier, trans-Appalachian frontier, trans-Mississippi frontier; significance of the frontier in American history. **Prerequisite(s):** HIS 140 and HIS 150, and grade of C or higher in HIS 290 or departmental approval.**HIS 310 English History to 1688 Credits: 3****Typically Offered:** Fall (even-numbered years).**Course Description:** An examination of major facts and interpretations of the history of England from the Roman era through the Glorious Revolution; emphasis on political events, social institutions, and cultural developments that shaped the ancient, medieval, and early modern English past. LAS Writing. **Prerequisite(s):** HIS 200 and HIS 210, and grade of C or higher in HIS 290 or departmental approval.**HIS 320 English History since 1688 Credits: 3****Typically Offered:** Departmental Discretion.**Course Description:** An examination of major facts and interpretations of the history of England from the Glorious Revolution to the present; emphasis on evolution of parliamentary government and the rise and decline of the British Empire. LAS International/Intercultural. **Prerequisite(s):** HIS 210 and HIS 230, and grade of C or higher in HIS 290 or departmental approval.**HIS 325 American Economic History Credits: 3****Typically Offered:** Departmental Discretion.**Course Description:** English mercantilism, laissez-faire and its effect on American economic development, the emergence of the corporation and the trust, the issue of government regulation, and the role of the government in the economy of today. **Prerequisite(s):** HIS 140 and HIS 150, and grade of C or higher in HIS 290 or departmental approval.**HIS 330 Recent United States History Credits: 3****Typically Offered:** Fall.**Course Description:** United States since 1945; wartime mobilization; rise of American hegemony; Cold War anticommunism; Civil rights; suburbanization; gender politics; cultural rebellions; Great Society; Conservative ascendancy; Globalization; war on terror; Great Recession. **Prerequisite(s):** HIS 140 and HIS 150, and grade of C or higher in HIS 290 or departmental approval.**HIS 335 Medieval Europe Credits: 3****Typically Offered:** Fall (odd-numbered years).**Course Description:** An examination of Medieval European history focusing on the medieval origins of modern European institutions. Students will read several historical monographs in order to understand the narrative of medieval history and to gain a greater knowledge about how modern historians write about the medieval past. **Prerequisite(s):** HIS 200 and HIS 210, and grade of C or higher in HIS 290 or departmental approval.**HIS 336 The Crusades Credits: 3****Typically Offered:** Spring (even-numbered years).**Course Description:** An examination of the origin and history of the wars fought between Christendom and Islam in the Middle Ages. Emphasizes the history of these wars from the perspective of all the cultures involved as well as the influence of the idea of the crusades and crusading on medieval and modern thought. LAS International/Intercultural. **Prerequisite(s):** HIS 200 and HIS 210, and a grade of C or higher in HIS 290 or departmental approval.**HIS 339 Europe 1815-1914 Credits: 3****Typically Offered:** Fall (even-numbered years).**Course Description:** Europe from the Congress of Vienna to 1914; reaction and revolution, nationalistic movements, rise of socialism-communism, the diplomatic background of World War I. **Prerequisite(s):** HIS 230 and grade of C or higher in HIS 290 or departmental approval.**HIS 340 Recent European History Credits: 3****Typically Offered:** Spring (odd-numbered years).**Course Description:** Europe in World War I, the rise of dictatorships, the League of Nations, new alignments, World War II, and the postwar period. **Prerequisite(s):** HIS 230 and grade of C or higher in HIS 290 or departmental approval.**HIS 342 The Russian Kingdom and Empire 1462-1917 Credits: 3****Typically Offered:** Spring (even-numbered years).**Course Description:** Restoration of the Russian kingdom by Ivan III "the Great;" establishment of royal absolutism by Ivan IV "the Terrible;" the Time of Troubles; emergence of the Russian empire; invasion by Napoleon; expansion of empire; collapse of the monarchy. **Prerequisite(s):** HIS 210 and HIS 230, and grade of C or higher in HIS 290 or departmental approval.**HIS 345 Military History Credits: 3****Typically Offered:** Fall (odd-numbered years).**Course Description:** The historical development and application of military strategy, tactics, doctrine, and technology from ancient times to the present. **Prerequisite(s):** HIS 140 or HIS 150 or HIS 200 or HIS 210 or HIS 230, and a grade of C or higher in HIS 290 or departmental approval.

**HIS 350 History of the Far East Credits: 3****Typically Offered:** Departmental Discretion.**Course Description:** East Asia and the Pacific from antiquity to the present. Topics may include religion, politics, economics, impact of European and American traders and missionaries, interactions with European empires, resistance to Westernization, and the emergence of contemporary China, Japan, and Pacific nations. **Prerequisite(s):** HIS 210 or HIS 230, and a grade of C or higher in HIS 290 or departmental approval.**HIS 355 Study Abroad in History Credits: 3****Typically Offered:** Departmental Discretion.**Course Description:** An intensive three-week upper-level course in European history. A special fee is assessed for the course. This course is only taught in the summer. Deadline for application is March 1. This course may be taken more than once for credit as an elective, but only once to fulfill a requirement for an upper-level course for the major in either the B.A. or B.S. program in History. **Prerequisite(s):** HIS 200 or HIS 210 or HIS 230.**HIS 365 Methods of Teaching Social Studies Credits: 5****Typically Offered:** Fall.**Course Description:** Principles and methods of teaching social studies in secondary school: objectives, problems, materials, and methods applied to the social studies curriculum. Methods include electronic portfolio, website technology, and traditional lesson plans/unit plans for each discipline involved. Those disciplines include economics, geography, government and political science, history, psychology, and sociology. **Prerequisite(s):** Departmental approval. Must be taken prior to Junior Teaching Experience.**HIS 370 History of Latin America Credits: 3****Typically Offered:** Spring (even-numbered years).**Course Description:** A survey course including pre-Columbian cultures, colonial period, independence movements, national developments, relations with the United States and Europe. LAS International/ Intercultural. **Prerequisite(s):** HIS 140 or HIS 210, and grade of C or higher in HIS 290 or departmental approval.**HIS 380 The French Revolution and Napoleon Credits: 3****Typically Offered:** Departmental Discretion.**Course Description:** Old Regime France; the origins of the French Revolution; political, social, religious, and cultural reforms; political shifts from monarchy to republic to dictatorship; popular and state-sanctioned violence; counter-revolution; the Terror; the Directory; the rise of Napoleon; the Napoleonic Wars; the impact of the French Revolution and Napoleon on the world. **Prerequisite(s):** HIS 210 and HIS 230, and grade of C or higher in HIS 290 or departmental approval.**HIS 390 Heresy, Witchcraft, and Magic in Pre-Modern Europe Credits: 3****Typically Offered:** Departmental Discretion.**Course Description:** Examines the evolution of religious beliefs and practices in pre-modern Europe. Particular attention is given to how definitions of heresy, witchcraft, and magic changed over time and methods used by Church and State to enforce religious conformity. **Prerequisite(s):** HIS 200 and HIS 210, and grade of C or higher in HIS 290 or departmental approval.**HIS 400 Civil War and Reconstruction Credits: 3****Typically Offered:** Departmental Discretion.**Course Description:** Westward expansion; U.S.-Mexican War; sectional crises and coming of the Civil War; slavery and abolition; political, social, and economic developments in the Civil War; African-American freedom; political, social, and economic effects of the nation's reconstruction.**Prerequisite(s):** HIS 140 and HIS 150, and grade of C or higher in HIS 290 or departmental approval.**HIS 420 History of Africa Credits: 3****Typically Offered:** Departmental Discretion.**Course Description:** North Africa in the ancient world, Africa during the age of geographical discoveries, nineteenth century European imperialism, the emergence of modern African states and their problems.**Prerequisite(s):** 6 credits from among HIS 200, HIS 210, or HIS 230, and grade of C or higher in HIS 290 or departmental approval.**HIS 450 Independent Research/Project Credits: 1-5****Typically Offered:** Fall, Spring.**Course Description:** Investigation of a research problem, project, or topic on an individual conference basis. **Prerequisite(s):** Completion of major-minor declaration in history major or minor, minimum 2.5 GPA in major field, grade of C or higher in HIS 290, and departmental approval.

## History (Bachelor of Arts, B.A.)

### Requirements

Code	Title	Credit Hours
<b>General Studies</b>		
Students must complete General Studies courses (p. 19)		42-47
<b>Major Requirements</b>		
HIS 140	American History to 1865	3
HIS 150	American History since 1865	3
HIS 200	Ancient and Medieval Civilization	3
HIS 210	Early Modern Civilization	3
HIS 230	Modern Europe: 1789 to the Present	3
HIS 290	The Historian's Craft	3
HIS 330 or HIS 340	Recent United States History Recent European History	3
PSC 101	American National Government	3
SOC 110	Introduction to Sociology	3
GEO 100	World Geography	3
GEO 210 or GEO 320	Geography of the United States and Canada Geography of Europe	3
PHL 219	Reasoning and Argumentation	3
Select fifteen additional credit hours in History with twelve credit hours numbered 300 or higher <sup>1</sup>		15
<b>Bachelor of Arts Foreign Language Requirement</b>		
Credit hours in one foreign language		12

<sup>1</sup> Excluding HIS 365 Methods of Teaching Social Studies

### Graduation Requirements

- Earn a minimum of 120 credit hours, including 60 from a senior college (100 level and higher, maximum of 6 CED credit hours applicable).

- Earn a minimum of 30 credit hours in upper-division courses. Lower-division transfer courses accepted as meeting upper-division departmental course requirements cannot be used to fulfill this requirement.
- Earn 30 of the last 45 credit hours at MWSU in institutional coursework (exclusive of credit by examination).
- Participate in required departmental and campus wide assessments.
- Earn a grade of C or higher in all major coursework, including History coursework not used within the major.
- Earn a grade of C or higher in all foreign language coursework.
- Earn an overall GPA of at least 2.00 and a major GPA of at least 2.0.
- Earn 12 credit hours in one foreign language.
- Fulfill the Missouri Constitution requirement.

## History (Bachelor of Science, B.S.)

### Requirements

Code	Title	Credit Hours
<b>General Studies</b>		
Students must complete General Studies courses (p. 19)		42-47
<b>Major Requirements</b>		
HIS 140	American History to 1865	3
HIS 150	American History since 1865	3
HIS 200	Ancient and Medieval Civilization	3
HIS 210	Early Modern Civilization	3
HIS 230	Modern Europe: 1789 to the Present	3
HIS 290	The Historian's Craft	3
HIS 330	Recent United States History	3
or HIS 340	Recent European History	
PSC 101	American National Government	3
SOC 110	Introduction to Sociology	3
GEO 100	World Geography	3
GEO 210	Geography of the United States and Canada	3
or GEO 320	Geography of Europe	
PHL 219	Reasoning and Argumentation	3
Select fifteen credit hours in History with twelve credit hours numbered 300 or higher <sup>1</sup>		15
MWSU Minor or 2nd Major <sup>2</sup>		18

<sup>1</sup> Excluding HIS 365 Methods of Teaching Social Studies

<sup>2</sup> A MWSU minor or a simultaneous MWSU 2nd major.

### Graduation Requirements

- Earn a minimum of 120 credit hours, including 60 from a senior college (100 level and higher, maximum of 6 CED credit hours applicable).
- Earn a minimum of 30 credit hours in upper-division courses. Lower-division transfer courses accepted as meeting upper-division departmental course requirements cannot be used to fulfill this requirement.
- Earn 30 of the last 45 credit hours at MWSU in institutional coursework (exclusive of credit by examination).
- Participate in required departmental and campus wide assessments.

- Earn a grade of C or higher in all major coursework, including History coursework not used within the major.
- Earn an overall GPA of at least 2.0 and a major GPA of at least 2.0.
- Fulfill the Missouri Constitution requirement.

## History with Teacher Certification (Bachelor of Arts, B.A.)

### Requirements

The Bachelor of Arts degree with Teacher Certification leads to certification to teach History in schools. Students who pursue this program should consider teaching as their immediate career goal.

Code	Title	Credit Hours
<b>General Studies</b>		
Students must complete General Studies courses (p. 19)		42-47
<b>Major Requirements</b>		
HIS 140	American History to 1865	3
HIS 150	American History since 1865	3
HIS 200	Ancient and Medieval Civilization	3
HIS 210	Early Modern Civilization	3
HIS 230	Modern Europe: 1789 to the Present	3
HIS 290	The Historian's Craft	3
HIS 330	Recent United States History	3
or HIS 340	Recent European History	
HIS 365	Methods of Teaching Social Studies	5
PSC 101	American National Government	3
PSC 110	American State and Local Government	3
or PSC 200	International Politics	
SOC 110	Introduction to Sociology	3
ECO 260	Principles of Macroeconomics	3
ECO 261	Principles of Microeconomics	3
GEO 100	World Geography	3
GEO 210	Geography of the United States and Canada	3
or GEO 320	Geography of Europe	
PHL 219	Reasoning and Argumentation	3
PSY 101	General Psychology	3
Select fifteen credit hours of History courses with twelve credit hours numbered 300 or higher		15

#### Bachelor of Arts Foreign Language Requirement

Credit hours in one foreign language 12

#### Education Professional Sequence

Students must complete the Professional Sequence (p. 222) 36

NOTE: A grade of C or higher must be earned in all major coursework, foreign language courses and Education courses in order to be approved for junior and senior teaching experiences.

### Graduation Requirements

- Earn a minimum of 120 credit hours, including 60 from a senior college (100 level and higher, maximum of 6 CED credit hours applicable).



- Earn a minimum of 30 credit hours in upper-division courses. Lower-division transfer courses accepted as meeting upper-division departmental course requirements cannot be used to fulfill this requirement.
- Earn 30 of the last 45 credit hours at MWSU in institutional coursework (exclusive of credit by examination).
- Participate in required departmental and campus wide assessments.
- Earn a grade of C or higher in all major coursework, including History coursework not used within the major.
- Earn a grade of C or higher in all foreign language coursework.
- Earn an overall GPA of at least 2.75, a major GPA of 3.0 and a minimum 3.0 GPA in Education coursework.
- Earn 12 credit hours in one foreign language.
- Fulfill the Missouri Constitution requirement.

## History with Teacher Certification (Bachelor of Science, B.S.) Requirements

The Bachelor of Science degree with Teacher Certification leads to certification to teach History in schools. Students who pursue this program should consider teaching as their immediate career goal.

Code	Title	Credit Hours
<b>General Studies</b>		
Students must complete General Studies courses (p. 19)		42-47
<b>Major Requirements</b>		
HIS 140	American History to 1865	3
HIS 150	American History since 1865	3
HIS 200	Ancient and Medieval Civilization	3
HIS 210	Early Modern Civilization	3
HIS 230	Modern Europe: 1789 to the Present	3
HIS 290	The Historian's Craft	3
HIS 330 or HIS 340	Recent United States History Recent European History	3
HIS 365	Methods of Teaching Social Studies	5
PSC 101	American National Government	3
PSC 110 or PSC 200	American State and Local Government International Politics	3
SOC 110	Introduction to Sociology	3
ECO 260	Principles of Macroeconomics	3
ECO 261	Principles of Microeconomics	3
GEO 100	World Geography	3
GEO 210 or GEO 320	Geography of the United States and Canada Geography of Europe	3
PHL 219	Reasoning and Argumentation	3
PSY 101	General Psychology	3
Select fifteen credit hours of History courses with twelve credit hours numbered 300 or higher		15
<b>Education Professional Sequence</b>		
Students must complete the Professional Sequence (p. 222)		36

NOTE: A grade of C or higher must be earned in all major coursework, foreign language courses and Education courses in order to be approved for junior and senior teaching experiences.

## Graduation Requirements

- Earn a minimum of 120 credit hours, including 60 from a senior college (100 level and higher, maximum of 6 CED credit hours applicable).
- Earn a minimum of 30 credit hours in upper-division courses. Lower-division transfer courses accepted as meeting upper-division departmental course requirements cannot be used to fulfill this requirement.
- Earn 30 of the last 45 credit hours at MWSU in institutional coursework (exclusive of credit by examination).
- Participate in required departmental and campus wide assessments.
- Earn a grade of C or higher in all major coursework, including History coursework not used within the major.
- Earn an overall GPA of at least 2.75, a major GPA of 3.0 and a minimum 3.0 GPA in Education coursework.
- Fulfill the Missouri Constitution requirement.

## European History Minor

Code	Title	Credit Hours
<b>Minor Requirements</b>		
HIS 200	Ancient and Medieval Civilization	3
HIS 210	Early Modern Civilization	3
HIS 230	Modern Europe: 1789 to the Present	3
HIS 290	The Historian's Craft	3
Select six credit hours of European History courses numbered 300 or higher		6
Total Credit Hours		18

## Graduation Requirements

- Have a valid and declared major on file (minors cannot be awarded in the same areas as the major, emphasis or concentration).
- Earn a minimum of 3 credit hours beyond the major, emphasis, concentration and general studies requirements.
- Earn a grade of C or higher in all minor coursework.
- Earn a minor GPA of at least 2.0.

## General History Minor

Code	Title	Credit Hours
<b>Minor Requirements</b>		
HIS 140 or HIS 150	American History to 1865 American History since 1865	3
HIS 200 or HIS 210 or HIS 230	Ancient and Medieval Civilization Early Modern Civilization Modern Europe: 1789 to the Present	3
HIS 290	The Historian's Craft	3
Nine additional credit hours in History with at least 6 credits numbered 300 or higher		9
Total Credit Hours		18

## Graduation Requirements

1. Have a valid and declared major on file (minors cannot be awarded in the same areas as the major, emphasis or concentration).
2. Earn a minimum of 3 credit hours beyond the major, emphasis, concentration and general studies requirements.
3. Earn a grade of C or higher in all minor coursework.
4. Earn a minor GPA of at least 2.0.

3. Earn a grade of C or higher in all minor coursework.
4. Earn a minor GPA of at least 2.0.

## Geography Minor Requirements

Code	Title	Credit Hours
<b>Minor Requirements</b>		
GEO 100	World Geography	3
GEO 160	Physical Geography	4
GEO 210	Geography of the United States and Canada	3
GEO 426	Geographic Information Systems	4
Select two courses from the following:		6
GEO 320	Geography of Europe	
GEO 330	Globalization, Labor, and Resources	
GEO 340	Sustainable Energy	
BIO 207	Human Ecology	
Total Credit Hours		20

## Graduation Requirements

1. Have a valid and declared major on file (minors cannot be awarded in the same areas as the major, emphasis or concentration).
2. Earn a minimum of 3 credit hours beyond the major, emphasis, concentration and general studies requirements.
3. Earn a grade of C or higher in all minor coursework.
4. Earn a minor GPA of at least 2.0.

## United States History Minor

Code	Title	Credit Hours
<b>Minor Requirements</b>		
HIS 140	American History to 1865	3
HIS 150	American History since 1865	3
HIS 290	The Historian's Craft	3
Select nine credit hours of United States History courses numbered 300 or higher		9
Total Credit Hours		18

Note: Either HIS 210 or HIS 230 may be substituted for one of the 300-level United States History courses.

## Graduation Requirements

1. Have a valid and declared major on file (minors cannot be awarded in the same areas as the major, emphasis or concentration).
2. Earn a minimum of 3 credit hours beyond the major, emphasis, concentration and general studies requirements.

## Department of Philosophy & Religion

Dr. James M. Okapal, Chairperson

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This department offers courses in the areas of philosophy, religion, and humanities.

The philosophy faculty is committed to cultivating student inquiry into all of the major areas of traditional western philosophical inquiry, including logic, metaphysics, epistemology, and the value areas of ethics and political theory, aesthetics and the philosophy of art, and the philosophy of religion. This commitment is realized primarily through the development of courses that offer students opportunities to examine philosophical issues and debates drawn from both historical and contemporary sources. Courses in philosophy thus promote the development of critical thinking skills and the ability to communicate well-reasoned personal beliefs clearly in both written and oral discourse, both in and outside the classroom. Students who major in philosophy can apply these skills and their experience in career areas such as law, business, and the health professions or to graduate study in fields such as philosophy, theology, and nursing.

Students in religion explore the beliefs and practices of humanity: from the Abrahamic faiths of Judaism, Christianity, and Islam, to the Chinese traditions of Confucianism and Daoism; from the Samsaric religions of Hinduism, Jainism, and Buddhism, to the variety of small-scale and indigenous traditions around the world. Building on a core of regional surveys, the religion minor includes courses in Jewish and Christian Biblical studies, Islam, and the philosophy of religion, as well as topical courses that examine relevant themes across a wide selection of world traditions.

Humanities courses focus on the study of core texts typically considered central to the development of the western cultural tradition, while also providing some exposure to works from non-western cultures. These courses offer students opportunities to examine human intellectual and cultural history from the perspective of the *studia humanitatis* formulated during the Renaissance period of modern western history as well as the "cultural studies" orientation of more recent post-structuralist thinkers. Students minoring in humanities may use the four core courses offered either to enhance their major coursework, if they are majoring in a "humanistic" discipline, or they may combine these courses with those from fields of study commonly identified as humanistic, including history, languages and literature, and philosophy, or those in the visual arts, music, and drama.

## Majors

- International Studies (Bachelor of Arts, B.A.) (p. 253)
- Philosophy (Bachelor of Arts, B.A.) (p. 188)
- Philosophy (Bachelor of Science, B.S.) (p. 189)

## Minors

- Cognitive Sciences Minor (p. 256)
- Gender and Power Studies Minor (p. 256)
- Humanities Minor (p. 190)
- International Studies Minor (p. 257)
- Leadership Minor (p. 258)

- Peace & Conflict Studies Minor (p. 258)
- Philosophy Minor (p. 191)
- Religion Minor (p. 191)

## Courses Humanities (HUM)

**HUM 203 Humanities: Ancient and Medieval Credits: 3**

**Typically Offered:** Fall, Spring.

**Course Description:** The social and intellectual history of humanity as reflected by literature, art, music, drama and discourse from the classical period to the Renaissance.

**CORE 42:** MOTR WCIV 101; Western Civilization I



**HUM 204 Humanities: Middle Ages to the French Revolution Credits: 3**

**Typically Offered:** Fall, Spring.

**Course Description:** The social and intellectual history of humanity as reflected by literature, art, music, drama and discourse from the Middle Ages to the French Revolution.

**CORE 42:** WCIV 102; Western Civilization II



**HUM 205 Humanities: American Revolution to the Present Credits: 3**

**Typically Offered:** Fall, Spring.

**Course Description:** The social and intellectual history of humanity as reflected by literature, art, music, drama and discourse from the American Revolution to the present.

**CORE 42:** WCIV 102; Western Civilization II



**HUM 314 Technology And Society Credits: 3**

**Typically Offered:** Fall (even-numbered years).

**Course Description:** Participatory course emphasizing a particular problem and/or issue related to technology and society. Class participants will investigate the semester's theme using currently available technologies. Same as BIO 314, ENG 314, PSY 314, PSC 314.

**Prerequisite(s):** Completion of category one – Basic Skills General Studies courses.

**HUM 360 Selected Readings in the Humanities Credits: 3**

**Typically Offered:** Fall (even-numbered years).

**Course Description:** Specialized course work in the humanities of western civilization; emphasizes analysis of humanistic works of leading authors. Course may be repeated for up credit with departmental approval.

**Prerequisite(s):** HUM 203, HUM 204 and HUM 205, or departmental approval.

**HUM 450 Independent Research/Project Credits: 1-3**

**Typically Offered:** Departmental Discretion.

**Course Description:** Investigation of a research problem, project, or topic on an individual conference basis. Consent of departmental chairperson is required. Students are normally expected to discuss proposed work with HUM faculty two semesters before registration is anticipated. May be repeated with departmental approval for a maximum of 6 credits.

## Philosophy (PHL)

### PHL 210 Introduction to Philosophy Credits: 3

**Typically Offered:** Fall, Spring.

**Course Description:** Survey of the origins and development of philosophical thought focusing on texts selected from the classical, medieval, modern and contemporary periods.

**CORE 42:** MOTR PHIL 100; Introduction to Philosophy



### PHL 219 Reasoning and Argumentation Credits: 3

**Typically Offered:** Fall.

**Course Description:** Introduction to the skills necessary to construct and evaluate deductive and inductive arguments for use in a variety of disciplines, professions and everyday life. Topics include identifying valid forms of arguments, formal and informal methods of evaluation and the use of these skills when reading and writing. **Prerequisite(s):** ENG 104.

**CORE 42:** MOTR PHIL 101; Introduction to Logic



### PHL 220 Symbolic Logic Credits: 3

**Typically Offered:** Departmental Discretion.

**Course Description:** Introduction to a symbolic language for representing the structure of valid arguments. Introduces formal rules for demonstrating the validity of arguments. Covers natural deduction for sentential and predicate calculus. **Prerequisite(s):** ACT math score of 20 or higher or the equivalent.

**CORE 42:** MOTR PHIL 101; Introduction to Logic



### PHL 230 Ethics Credits: 3

**Typically Offered:** Fall, Spring.

**Course Description:** An introduction to ethical theory focusing on the major traditions of Western philosophical ethics and their practical application to contemporary moral issues.

**CORE 42:** MOTR PHIL 102; Introduction to Ethics



### PHL 257 Theory and Criticism of Visual Culture Credits: 3

**Typically Offered:** Fall.

**Course Description:** A practical, experience-based multi-disciplinary introduction to contemporary and classic approaches to art theory and criticism. Same as ART 257. LAS Writing. **Prerequisite(s):** ART 100 or ART 205 or CIN 100 or ENG 210 or ENG 220 or HUM 203 or HUM 204 or HUM 205 or MUS 101 or THR 113.

### PHL 260 Philosophical Research Credits: 3

**Typically Offered:** Departmental Discretion.

**Course Description:** An introduction to the methods of philosophical research, including the analysis and interpretation of primary texts, the use of secondary sources, and formal models of oral and written presentation; the course will focus on the study of a canonical text or topic. May be repeated with departmental approval for a total of 6 credits if course content varies significantly. LAS Computer Literacy. **Prerequisite(s):** Any previous course in philosophy.

### PHL 301 Ancient Philosophy Credits: 3

**Typically Offered:** Fall (even-numbered years).

**Course Description:** Survey of ancient philosophy from the pre-Socratics to Hellenistic thought with particular emphasis placed upon philosophies of Plato and Aristotle. LAS Writing. **Prerequisite(s):** HUM 203 or any previous course in philosophy.

### PHL 302 Medieval Philosophy Credits: 3

**Typically Offered:** Spring (odd-numbered years).

**Course Description:** Survey of the major figures and problems that developed within medieval philosophy with emphasis upon Augustine, Anselm, Bonaventure, Thomas Aquinas, John Duns Scotus and William of Ockham. **Prerequisite(s):** HUM 203 or any previous course in Philosophy.

### PHL 304 Modern Philosophy Credits: 3

**Typically Offered:** Fall (odd-numbered years).

**Course Description:** Survey of major figures and movements in modern philosophy selected from the early modern period through the end of the eighteenth century. **Prerequisite(s):** HUM 204 or any previous course in philosophy.

### PHL 305 Topics in the Nineteenth and Twentieth Century Philosophy Credits: 3

**Typically Offered:** Spring (even-numbered years).

**Course Description:** Survey of a selected movement or trend in nineteenth and twentieth century philosophy such as German idealism, American pragmatism, phenomenology and existentialism, and the analytic tradition. May be repeated with departmental approval for a total of 6 credit hours if course content varies significantly. **Prerequisite(s):** Any previous course in philosophy.

### PHL 308 History and Philosophy of the Natural Sciences Credits: 3

**Typically Offered:** Spring.

**Course Description:** A study of the history of the natural sciences with an emphasis on the philosophical analysis of these events. **Prerequisite(s):** Completion of General Studies Mathematics and Natural Sciences requirements.

### PHL 310 Political Theory Credits: 3

**Typically Offered:** Fall.

**Course Description:** Political theories of classical thinkers, Plato and Aristotle; of church fathers, Augustine and Aquinas; and of modern theorists, Machiavelli, Hobbes, Locke, Rousseau, and Mill; Marxism and Fascism. Same as PSC 310. LAS Ethics; LAS Writing. **Prerequisite(s):** PSC 101 or any previous course in philosophy or humanities.

### PHL 312 Contemporary Political Philosophy Credits: 3

**Typically Offered:** Spring (odd-numbered years).

**Course Description:** Political theories since the mid-twentieth century to the present including movements such as libertarianism, neo-conservatism, neo-liberalism, communitarianism, feminism, and environmentalism. Same as PSC 312. LAS Ethics. **Prerequisite(s):** PSC 101 or any previous course in philosophy or humanities.

### PHL 325 Ethics of Environmental and Natural Resource Policy Credits: 3

**Typically Offered:** Departmental Discretion.

**Course Description:** A study of alternative theories of environmental ethics, the implications of these theories for natural resource and wildlife policy, and their application to some contemporary natural resource and wildlife management issues. **Prerequisite(s):** Any previous course in philosophy or humanities.

**PHL 330 Topics in Ethical Theory Credits: 3****Typically Offered:** Fall (even-numbered years).**Course Description:** Survey of major theoretical alternatives in western philosophical ethics with reference to contemporary trends in ethical theory. LAS Ethics. **Prerequisite(s):** Any previous course in philosophy or humanities.**PHL 335 Aesthetics and the Arts Credits: 3****Typically Offered:** Departmental Discretion.**Course Description:** Survey of modern views of aesthetic experience and the arts with reference to classical and contemporary views. Same as ART 335. **Prerequisite(s):** A grade of B or higher in HUM 203 or HUM 204 or HUM 205 or PHL 210; or ART 257 or PHL 257.**PHL 350 Philosophy of Religion Credits: 3****Typically Offered:** Fall (odd-numbered years).**Course Description:** Study of classical and contemporary philosophical inquiry into the nature of religion and questions about God and ultimate reality. Same as REL 350. **Prerequisite(s):** Any previous course in philosophy or religion.**PHL 353 Philosophy of Biology Credits: 3****Typically Offered:** Fall (odd-numbered years).**Course Description:** An introduction to current issues in the philosophy of biology such as the nature of biological organization, classification, and living systems and some of the problems that have arisen in the attempt to understand these complex systems. Same as BIO 353. **Prerequisite(s):** BIO 101 or BIO 105 or BIO 106.**PHL 360 Selected Topics in Philosophy Credits: 3****Typically Offered:** Departmental Discretion.**Course Description:** Specialized course work focusing on individual figures, movements, recent trends or topics in philosophy. May be repeated with departmental approval for a total of 6 credit hours if course content varies significantly. **Prerequisite(s):** Any previous course in philosophy or humanities.**PHL 365 Selected Topics in Peace & Conflict Studies Credits: 3****Typically Offered:** Departmental Discretion.**Course Description:** Specialized course work in interpersonal and/or international conflict studies. May be repeated as content varies for a maximum of 9 credits.**PHL 370 Selected Topics in Comparative Philosophy Credits: 3****Typically Offered:** Fall (even-numbered years).**Course Description:** Specialized course work in non-Western philosophy. May be repeated as content varies for a maximum of 6 credit hours. Same as REL 370. LAS International/Intercultural. **Prerequisite(s):** Any previous course in philosophy or religion.**PHL 435 Selected Topics in Professional Ethics Credits: 3****Typically Offered:** Departmental Discretion.**Course Description:** A study of ethical issues that arise in various professions. The course surveys ethical theories and their application to contemporary issues in professions as well as moral aspects of decision making. Each version of the course focuses on ethical issues in a different profession. These include but are not limited to ethics in leadership, healthcare, business, engineering, criminal justice and legal professions, and natural resource ethics. **Prerequisite(s):** Any previous course in philosophy.**PHL 450 Independent Research/Project Credits: 1-3****Typically Offered:** Fall, Spring.**Course Description:** Investigation of a research problem, project, or topic on an individual conference basis. Consent of departmental chairperson is required. Students are normally expected to discuss proposed work with PHL faculty two semesters before registration is anticipated. May be repeated with departmental approval for a maximum of 6 credits.

## Religion (REL)

**REL 250 Religions of East Asia and Oceania Credits: 3****Typically Offered:** Spring (even-numbered years).**Course Description:** Survey of major and minor religions with relevant historical and cultural elements, focusing primarily on religious traditions with origins in East Asia and Oceania.**CORE 42:** MOTR RELG 100; World Religion**REL 251 Religions of the West Credits: 3****Typically Offered:** Fall (even-numbered years).**Course Description:** Survey of major and minor religions with relevant historical and cultural elements, focusing primarily on religious traditions with origins in West Asia, Europe, and the Americas.**CORE 42:** MOTR RELG 100; World Religion**REL 252 Religions of South Asia and Africa Credits: 3****Typically Offered:** Fall (odd-numbered years).**Course Description:** Survey of major and minor religions with relevant historical and cultural elements, focusing primarily on religious traditions with origins in South Asia and Africa.**CORE 42:** MOTR RELG 100; World Religion**REL 260 Introduction to Biblical Studies Credits: 3****Typically Offered:** Spring (odd-numbered years).**Course Description:** Introduction to the method and content of Biblical scholarship, covering the Jewish (Hebrew) Bible and the Christian (Greek) New Testament, with some discussion of relevant apocryphal and non-canonical texts. LAS International/Intercultural.**REL 263 Religion of the Hebrew Bible Credits: 3****Typically Offered:** Departmental Discretion .**Course Description:** Introduction to the major elements of the Hebrew Bible from the perspective of contemporary biblical scholarship.**REL 265 Religion of the New Testament Credits: 3****Typically Offered:** Departmental Discretion.**Course Description:** Introduction to major elements of the New Testament from the perspective of contemporary New Testament scholarship.**REL 350 Philosophy of Religion Credits: 3****Typically Offered:** Fall (odd-numbered years).**Course Description:** Study of classical and contemporary philosophical inquiry into the nature of religion and questions about God and ultimate reality. Same as PHL 350. **Prerequisite(s):** Any previous course in philosophy or religion.

**REL 360 Selected Topics in Religion Credits: 3****Typically Offered:** Fall (odd-numbered years).**Course Description:** Specialized course work in the study of religion, normally a comparative exploration of a theme considered across a variety of global religious traditions. May be repeated as content varies for a maximum of 6 credits.**REL 361 War, Peace, & Religion Credits: 3****Typically Offered:** Fall (even-numbered years).**Course Description:** A course in comparative religious ethics thematically exploring a variety of global religious traditions, both East and West, examining their respective scriptures, doctrines, histories, and contemporary examples through the lens of their various perspective on violence and nonviolence. Special emphasis will be given to the resources each has available for nonviolent responses to interpersonal and international conflict. LAS Ethics; LAS International/Intercultural.**REL 365 Selected Topics in Peace & Conflict Studies Credits: 3****Typically Offered:** Spring (odd-numbered years).**Course Description:** Specialized course work in interpersonal and/or international conflict studies. May be repeated as content varies for a maximum of 9 credits.**REL 370 Selected Topics in Comparative Philosophy Credits: 3****Typically Offered:** Fall (even-numbered years).**Course Description:** Specialized course work in non-Western philosophy. May be repeated as content varies for a maximum of 6 credit hours. Same as PHL 370. LAS International/Intercultural. **Prerequisite(s):** Any previous course in philosophy or religion.**REL 450 Independent Research/Project Credits: 1-3****Typically Offered:** Fall, Spring.**Course Description:** Investigation of a research problem, project, or topic on an individual conference basis. Consent of departmental chairperson is required. Students are normally expected to discuss proposed work with REL faculty two semesters before registration is anticipated. May be repeated with departmental approval for a maximum of 6 credits.

## Philosophy (Bachelor of Arts, B.A.)

### Requirements

Code	Title	Credit Hours
<b>General Studies</b>		
Students must complete General Studies courses (p. 19)		42-47
<b>Core Requirements</b>		
PHL 219 or PHL 220	Reasoning and Argumentation Symbolic Logic	3
PHL 230 or PHL 330	Ethics Topics in Ethical Theory	3
Select one course from the following:		3
PHL 301	Ancient Philosophy	
PHL 302	Medieval Philosophy	
PHL 304	Modern Philosophy	
PHL 305	Topics in the Nineteenth and Twentieth Century Philosophy	
PHL 308	History and Philosophy of the Natural Sciences	3
PHL 350 or PHL 370	Philosophy of Religion Selected Topics in Comparative Philosophy	3
<b>Option Requirements</b>		

Select one of the following options: 15

Major in Philosophy

Religion Concentration

**Bachelor of Arts Foreign Language Requirement**

Credit hours in one foreign language 12

## Major in Philosophy

Code	Title	Credit Hours
Select two additional courses from the following: 6		
PHL 301	Ancient Philosophy	
PHL 302	Medieval Philosophy	
PHL 304	Modern Philosophy	
PHL 305	Topics in the Nineteenth and Twentieth Century Philosophy	
Select one course from the following value theory courses: 3		
PHL 310	Political Theory	
PHL 312	Contemporary Political Philosophy	
PHL 325	Ethics of Environmental and Natural Resource Policy	
PHL 365	Selected Topics in Peace & Conflict Studies	
PHL 435	Selected Topics in Professional Ethics	
Select two courses in Philosophy, upper-division Religion, upper-division Humanities, or alternate courses approved by Philosophy faculty. 6		

Note: A minimum of 15 credit hours in Philosophy courses numbered 300 or higher are required for the major.

## Religion Concentration Option

Code	Title	Credit Hours
Select two courses from the following: 6		
REL 250	Religions of East Asia and Oceania	
REL 251	Religions of the West	
REL 252	Religions of South Asia and Africa	
Select one course from the following: 3		
REL 360	Selected Topics in Religion	
REL 361	War, Peace, & Religion	
REL 365	Selected Topics in Peace & Conflict Studies	
Select one course from upper-division Religion courses 3		
Selection one course from the following: 3		
ENG 321		
HIS 336	The Crusades	
HIS 390	Heresy, Witchcraft, and Magic in Pre-Modern Europe	
PSY 260	Cross-Cultural Psychology	
PSY 270	Psychology of Transpersonal and Spiritual Experience	
SWK 365	Death And Dying	
SOC 200	Introduction to Archaeology	
SOC 325	World of Islam: People, Cultures & Societies	

Select any course in PHL, REL, or upper-division HUM

Additional alternatives as approved by Religion faculty

Note: A minimum of 15 credit hours in Philosophy and/or Religion courses numbered 300 or higher are required for the major.

## Graduation Requirements

1. Earn a minimum of 120 credit hours, including 60 from a senior college (100 level and higher, maximum of 6 CED credit hours applicable).
2. Earn a minimum of 30 credit hours in upper-division courses. Lower-division transfer courses accepted as meeting upper-division departmental course requirements cannot be used to fulfill this requirement.
3. Earn 30 of the last 45 credit hours at MWSU in institutional coursework (exclusive of credit by examination).
4. Participate in required departmental and campus wide assessments.
5. Earn a grade of C or higher in all major coursework.
6. Earn an overall GPA of at least 2.0 and a major GPA of at least 2.0.
7. Earn 12 credit hours in one foreign language.
8. Fulfill the Missouri Constitution requirement.

## Philosophy (Bachelor of Science, B.S.)

### Requirements

Code	Title	Credit Hours
<b>General Studies</b>		
Students must complete General Studies courses (p. 19)		42-47
<b>Core Requirements</b>		
PHL 219 or PHL 220	Reasoning and Argumentation Symbolic Logic	3
PHL 230 or PHL 330	Ethics Topics in Ethical Theory	3
Select one course from the following:		3
PHL 301	Ancient Philosophy	
PHL 302	Medieval Philosophy	
PHL 304	Modern Philosophy	
PHL 305	Topics in the Nineteenth and Twentieth Century Philosophy	
PHL 308	History and Philosophy of the Natural Sciences	3
PHL 350 or PHL 370	Philosophy of Religion Selected Topics in Comparative Philosophy	3
<b>Option Requirements</b>		
Select one of the following options:		
Major in Philosophy		
Religion Concentration		
<b>Second B.S. Degree</b> <sup>1</sup>		
Completion of a second B.S. degree program <sup>2</sup>		

<sup>1</sup> Prior completion or simultaneous completion of any second BS degree program.

<sup>2</sup> Student must have previously declared their primary major.

## Major in Philosophy

Code	Title	Credit Hours
Select two additional courses from the following:		6
PHL 301	Ancient Philosophy	
PHL 302	Medieval Philosophy	
PHL 304	Modern Philosophy	
PHL 305	Topics in the Nineteenth and Twentieth Century Philosophy	
Select one course from the following value theory courses:		3
PHL 310	Political Theory	
PHL 312	Contemporary Political Philosophy	
PHL 325	Ethics of Environmental and Natural Resource Policy	
PHL 365	Selected Topics in Peace & Conflict Studies	
PHL 435	Selected Topics in Professional Ethics	
Select two courses in Philosophy, upper-division Religion, upper-division Humanities, or alternate courses approved by Philosophy faculty		6

Note: A minimum of 15 credits hours in Philosophy courses numbered 300 or higher are required for the major.

## Religion Concentration Option

Code	Title	Credit Hours
Select two courses from the following:		6
REL 250	Religions of East Asia and Oceania	
REL 251	Religions of the West	
REL 252	Religions of South Asia and Africa	
Select one course from the following:		3
REL 360	Selected Topics in Religion	
REL 361	War, Peace, & Religion	
REL 365	Selected Topics in Peace & Conflict Studies	
Select one course from upper-division Religion courses		3
Select one course from the following:		3
ENG 321		
HIS 336	The Crusades	
HIS 390	Heresy, Witchcraft, and Magic in Pre-Modern Europe	
PSY 260	Cross-Cultural Psychology	
PSY 270	Psychology of Transpersonal and Spiritual Experience	
SWK 365	Death And Dying	
SOC 200	Introduction to Archaeology	
SOC 325	World of Islam: People, Cultures & Societies	
Select any course in PHL, REL, or upper-division HUM		
Additional alternatives as approved by Religion faculty		

Note: A minimum of 15 credits hours in Philosophy and/or Religion courses numbered 300 or higher are required for the major.

## Graduation Requirements

1. Earn a minimum of 120 credit hours, including 60 from a senior college (100 level and higher, maximum of 6 CED credit hours applicable).
2. Earn a minimum of 30 credit hours in upper-division courses. Lower-division transfer courses accepted as meeting upper-division departmental course requirements cannot be used to fulfill this requirement.
3. Earn 30 of the last 45 credit hours at MWSU in institutional coursework (exclusive of credit by examination).
4. Participate in required departmental and campus wide assessments.
5. Earn a grade of C or higher in all major coursework.
6. Earn an overall GPA of at least 2.0 and a major GPA of at least 2.0.
7. Fulfill the Missouri Constitution requirement.

## Humanities Minor Requirements

Code	Title	Credit Hours
<b>Minor Requirements</b>		
HUM 203	Humanities: Ancient and Medieval	3
HUM 204	Humanities: Middle Ages to the French Revolution	3
HUM 205	Humanities: American Revolution to the Present	3
Select one from the following:		3
HUM 360	Selected Readings in the Humanities A course approved by Humanities faculty	
Select six credit hours from Humanities, History (except HIS 365), Philosophy or Religion; or courses selected from the following list; or courses approved by the Humanities faculty:		6
ART 205	Survey of Art History I	
ART 255	Survey of Art History II	
BIO/ENG/ HUM/PSY 314	Technology and Society	
CIN 100	Introduction to Film	
CIN 120	Film Theory and Criticism	
CIN 220	Film Studies	
CIN 350	Selected Topics in Cinema	
COM 314	Persuasion	
COM 338	Survey of Rhetorical Theory	
COM 342	Intercultural Communication	
COM 345	Nonverbal Communication	
ENG 232	Language Awareness	
ENG 385	Creative Writing: Prose	
ENG 386	Creative Writing: Poetry	
ENG 395	The Making of Contemporary Literature: The Mochila Review	
ENG 473	History of the English Language English Literature course numbered 320 or higher	
FRE 206	Summer Study/Travel Program in France: Field Work in Paris and Surrounding Area	

FRE 207	Summer Study/Travel Program in a French-speaking Country: Oral and Written French
FRE 306	Summer Study/Travel Program in France: Field Work in Paris and Surrounding Area
FRE 307	Summer Study/Travel Program in French-speaking Country: Oral and Written French
FRE 310	Readings in Francophone Culture and Civilization
FRE 322	Contemporary French Society
FRE 422	Introduction to French Culture, Civilization and Literature I
FRE 432	Introduction to French Culture, Civilization and Literature II
FRE 442	Introduction to French Culture, Civilization and Literature III
GER 182	German Literature in Translation
GER 300	Topics in German
GER 322	Advanced German Culture
MUS 310	History of Music: Ancient to Baroque
MUS 311	History of Music: Classical to Modern
MUS 323	Music History III
PSC 310	Political Theory
PSC 312	Contemporary Political Philosophy
PSY 260	Cross-Cultural Psychology
PSY 270	Psychology of Transpersonal and Spiritual Experience
THR 345	Shakespeare in Performance
THR 367	History of Theatre
SPA 248	Preparatory Course for Interim Program Spanish Studies Abroad
SPA 250	Interim Program in Spanish Studies Abroad: Oral Spanish
SPA 310	Spanish Readings
SPA 322	Introduction to Hispanic Civilization and Culture
SPA 332	Introduction to Hispanic Civilization and Culture II
SPA 348	Preparatory Course for Interim Program in Spanish Studies Abroad
SPA 350	Interim Program in Spanish Studies Abroad: Oral Spanish
SPA 422	The Literature of Spain
SPA 432	Selected Studies in Literature in Spanish
SPA 442	Topics in Spanish

Total Credit Hours

18

## Graduation Requirements

1. Have a valid and declared major on file (minors cannot be awarded in the same areas as the major, emphasis or concentration).



- Earn a minimum of 3 credit hours beyond the major, emphasis, concentration and/or general studies requirements.
- Earn a minor GPA of at least 2.0.

## Philosophy Minor Requirements

Code	Title	Credit Hours
<b>Minor Requirements</b>		
PHL 219 or PHL 220	Reasoning and Argumentation Symbolic Logic	3
PHL 230 or PHL 330	Ethics Topics in Ethical Theory	3
Select two courses from the following:		6
PHL 301	Ancient Philosophy	
PHL 302	Medieval Philosophy	
PHL 304	Modern Philosophy	
PHL 305	Topics in the Nineteenth and Twentieth Century Philosophy	
Select six credit hours from Philosophy or courses approved by Philosophy faculty <sup>1</sup>		6
Total Credit Hours		18

<sup>1</sup> Coursework within the minor must include 9 Philosophy credit hours from courses numbered 300 or higher.

## Graduation Requirements

- Have a valid and declared major on file (minors cannot be awarded in the same areas as the major, emphasis or concentration).
- Earn a minimum of 3 credit hours beyond the major, emphasis, concentration and general studies requirements.
- Earn a grade of C or higher in all minor coursework.
- Earn a minor GPA of at least 2.0.

## Religion Minor Requirements

Code	Title	Credit Hours
<b>Minor Requirements</b>		
Select two from the following:		6
REL 250	Religions of East Asia and Oceania	
REL 251	Religions of the West	
REL 252	Religions of South Asia and Africa	
Select one from the following:		3
REL 260	Introduction to Biblical Studies	
REL 263	Religion of the Hebrew Bible	
REL 265	Religion of the New Testament	
REL/PHL 350	Philosophy of Religion	
Select one from the following:		3
REL 360	Selected Topics in Religion	
REL 361	War, Peace, & Religion	
REL 365	Selected Topics in Peace & Conflict Studies	

REL 370	Selected Topics in Comparative Philosophy	
Select two courses in Religion or courses approved by Religion faculty, one of which may come from the following:		6
ENG 321		
HIS 336	The Crusades	
HIS 390	Heresy, Witchcraft, and Magic in Pre-Modern Europe	
HUM 203	Humanities: Ancient and Medieval	
PHL 230	Ethics	
PHL 301	Ancient Philosophy	
PHL 302	Medieval Philosophy	
PHL 330	Topics in Ethical Theory	
PSY 260	Cross-Cultural Psychology	
PSY 270	Psychology of Transpersonal and Spiritual Experience	
SOC 200	Introduction to Archaeology	
SOC 325	World of Islam: People, Cultures & Societies	
SWK 365	Death And Dying	
Total Credit Hours		18

NOTE: Minor coursework must include at least 6 credit hours from courses number 300 or higher.

## Graduation Requirements

- Have a valid and declared major on file (minors cannot be awarded in the same areas as the major, emphasis or concentration).
- Earn a minimum of 3 credit hours beyond the major, emphasis, concentration and general studies requirements.
- Earn a grade of C or higher in all minor coursework.
- Earn a minor GPA of at least 2.0.

## Department of Psychology

Dr. Brian Cronk, Chairperson  
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The study of psychology provides a better understanding of human nature and of the behavior of oneself and others as individuals and as members of a group. The Department of Psychology offers a Bachelor of Science degree. The department also serves other disciplines by offering courses that meet their needs.

## Admission

### Admission Requirements

Majors in the department which have admission requirements are listed below. Majors which are not listed on this page do not have specific requirements for admission. Information about the recommended coursework a student might take prior to declaring the major can be obtained from the department.

## Psychology

Students intending to major in psychology should declare their interest to the psychology department so that they can be assigned a psychology advisor. Applications to the major in psychology are reviewed twice a year. Applications should be submitted prior to September 15 or prior to February 15. Applicants must have completed and received a grade of C or higher in PSY 101 General Psychology, BIO 101 Principles of Biology (or BIO 105 Principles of Organismal Biology), PSY 200 Intermediate Psychology, ENG 104 College Writing and Rhetoric, and general studies math before being accepted into the psychology major. Admission is competitive. A selection committee reviews all applicants and determines those who will be admitted. The information used in the selection process includes:

1. grades earned in the courses necessary for admission consideration;
2. grades in all college work to date;
3. ACT scores.

Applications of transfer students (upon their request) will be given a preliminary review by the department chairperson before MWSU's pre- or regular registration. Students are Strongly urged to take PSY 300 Introductory Psychological Statistics and PSY 301 Psychology Research Methods during the first two semesters after acceptance to the major.

## Majors

- Psychology (Bachelor of Science, B.S) (p. 195)

## Minors

- Childhood Studies Minor (p. 255)
- Cognitive Science Minor (p. 256)
- Gender and Power Studies Minor (p. 256)
- Psychology Minor (p. 195)

## Courses

### PSY 101 General Psychology Credits: 3

**Typically Offered:** Fall, Spring, Summer.

**Course Description:** General information about psychology in everyday life, designed to correct misconceptions and to give the student a better understanding of self and others.

**CORE 42:** MOTR PSYC 100; General Psychology



### PSY 140 Psychological Development of Children and Adolescents for Educators Credits: 3

**Typically Offered:** Fall, Spring.

**Course Description:** This course is intended to give future educators an understanding of the physical, cognitive, social and emotional changes that occur from conception through adolescence. Credit for this course is not applicable toward a psychology major or minor.

### PSY 200 Intermediate Psychology Credits: 3

**Typically Offered:** Fall, Spring.

**Course Description:** Introduction to scientific psychology with emphasis on methodology and critical thinking about psychological ideas.

**Prerequisite(s):** PSY 101 with a grade of C or higher, cumulative GPA of 2.0 or higher, and credit or concurrent enrollment in ENG 104 or ENG 112.

### PSY 210 Psychology of Personal Adjustment Credits: 3

**Typically Offered:** Departmental Discretion.

**Course Description:** Principles and techniques for maintaining good mental health; the approach is practical rather than descriptive.

**Prerequisite(s):** PSY 101.

### PSY 220 Health Psychology/Stress Management Credits: 3

**Typically Offered:** Spring.

**Course Description:** The psychological and social factors that influence health and disease. Attention is also focused on stress management, the health care system, and the evaluation of health-related research.

**Prerequisite(s):** PSY 101.

### PSY 222 Psychology of Gender Credits: 3

**Typically Offered:** Spring.

**Course Description:** The similarities and differences between the female and male gender in the following psychological areas: role acceptance, gender identity, sexuality, parenthood, achievement and ability, personality, adjustment and mental health, and relationships. LAS International/Intercultural. **Prerequisite(s):** PSY 101 with a grade of C or higher, cumulative GPA of 2.0 or higher, and credit or concurrent enrollment in ENG 104 or ENG 112.

### PSY 230 Psychology of Communication Credits: 3

**Typically Offered:** Fall.

**Course Description:** The elements of interpersonal communication; emphasizes techniques of communicating thoughts and ideas, listening techniques, understanding meaning; designed to improve the students interpersonal relationships. LAS International/Intercultural.

**Prerequisite(s):** PSY 101 with a grade of C or higher, cumulative GPA of 2.0 or higher, and credit or concurrent enrollment in ENG 104 or ENG 112.

**PSY 240 Life-Span Developmental Psychology Credits: 3****Typically Offered:** Spring.

**Course Description:** The cognitive, personality, emotional, social, and physical changes that occur from conception through old age. This course is intended primarily for majors in fields which require a developmental psychology overview of the life span. Credit for this course is not applicable toward a psychology major. **Prerequisite(s):** PSY 101. **CORE 42:** MOTR PSYC 200; Life Span Human Development

**PSY 250 Behavior Modification Credits: 3****Typically Offered:** Departmental Discretion.

**Course Description:** The application of behavioral principles to human problems. **Prerequisite(s):** PSY 101.

**PSY 260 Cross-Cultural Psychology Credits: 3****Typically Offered:** Spring (odd-numbered years).

**Course Description:** Psychological issues from a cross-cultural perspective, enabling students to appreciate the diverse ecological and cultural settings in which their behavior is increasingly influenced by global diversity and the global economy. LAS International/Intercultural. **Prerequisite(s):** PSY 101 with a grade of C or higher, cumulative GPA of 2.0 or higher, and credit or concurrent enrollment in ENG 104 or ENG 112.

**PSY 270 Psychology of Transpersonal and Spiritual Experience Credits: 3****Typically Offered:** Departmental Discretion.

**Course Description:** Transpersonal Psychology is the study of psychological experiences that transcend the ordinary or average human experience. This course focuses on current scientific research and theories applied to topics ranging from ancient shamanism and religion, to modern applications of meditation, psychedelic therapy, and near-death experiences. **Prerequisite(s):** PSY 101.

**PSY 283 Introduction to Psychological Research Credits: 1-2****Typically Offered:** Departmental Discretion.

**Course Description:** Introduction to research in psychology. The student will be involved in an individual or team research project or assist with a faculty member's research. **Prerequisite(s):** Departmental approval.

**PSY 290 Introduction to Forensic Psychology Credits: 3****Typically Offered:** Departmental Discretion.

**Course Description:** Examines the role of forensic psychologists in police training and selection, criminal profiling, jury selection, insanity and competency, child custody, and death penalty trials. **Prerequisite(s):** PSY 101.

**PSY 300 Introductory Psychological Statistics Credits: 3****Typically Offered:** Fall, Spring.

**Course Description:** Descriptive and inferential statistical procedures used in the social sciences. Both computer and manual computations will be performed. LAS Computer Literacy. **Prerequisite(s):** PSY 101, PSY 200, MAT 110 or MAT 110E or higher, all with a grade of C or higher, cumulative GPA of 2.0 or higher, and credit or concurrent enrollment in BIO 101 or BIO 105.

**PSY 301 Psychology Research Methods Credits: 3****Typically Offered:** Fall, Spring.

**Course Description:** Techniques and methods of scientific psychology; emphasizes construction of hypotheses, experimental design, data interpretation, and style of reporting research. LAS Ethics. **Prerequisite(s):** PSY 101, PSY 200, and PSY 300 all with grades of C or higher.

**PSY 303 Psychology Research Team Credits: 3****Typically Offered:** Fall, Spring.

**Course Description:** Applied learning experience in designing and conducting original research in psychology, data analysis, writing and presenting research results. LAS Writing; LAS Ethics. **Prerequisite(s):** Acceptance to the Psychology major and PSY 301 with a grade of C or higher.

**PSY 309 Abnormal Psychology Credits: 3****Typically Offered:** Fall.

**Course Description:** Descriptive and exploratory consideration of abnormal behavior, with a survey of past and present theories, classifications, and therapies. **Prerequisite(s):** PSY 101 with a grade of C or higher, cumulative GPA of 2.0 or higher, and credit or concurrent enrollment in ENG 104 or ENG 112.

**PSY 310 Industrial/Organizational Psychology Credits: 3****Typically Offered:** Spring.

**Course Description:** Research and theories of I/O Psychology and applied to the problems and issues of the work place with an emphasis on the role of cognitive activity in work-related behavior. **Prerequisite(s):** PSY 200 with a grade of C or higher, cumulative GPA of 2.0 or higher and credit or concurrent enrollment in BIO 101 or BIO 105. NOTE: Declared Organizational Communication majors are exempt from the prerequisites.

**PSY 314 Technology and Society Credits: 3****Typically Offered:** Fall (even-numbered years).

**Course Description:** Participatory course emphasizing a particular problem and/or issue related to technology and society. Class participants will investigate the semester's theme using currently available technologies. Same as BIO 314, ENG 314, HUM 314, PSC 314. **Prerequisite(s):** Completion of Category one – Basic Skills General Studies courses.

**PSY 319 Child/Adolescent Psychology Credits: 3****Typically Offered:** Fall.

**Course Description:** Life-cycle changes that occur from conception through early adolescence, emphasizing the origins and principles of normal development. **Prerequisite(s):** PSY 101, and either PSY 200 or EDU 225, and a cumulative GPA of 2.0 or higher. (Declared minors in Childhood Studies are exempt from the PSY 200/EDU 225 prerequisite.)

**PSY 321 Adult Psychology Credits: 3****Typically Offered:** Spring.

**Course Description:** Life-cycle changes that occur from middle and late adolescence through old age and death; explores the changes in physical and sensory development, intelligence, personality, friendships, and work and family roles. **Prerequisite(s):** PSY 101 with a grade of C or higher, cumulative GPA of 2.0 or higher and credit or concurrent enrollment in BIO 101 or BIO 105.

**PSY 325 Psychology of Personality Credits: 3****Typically Offered:** Fall.

**Course Description:** Dynamics of personality development and human behavior; emphasizes theories of personality. **Prerequisite(s):** PSY 101 with a grade of C or higher, cumulative GPA of 2.0 or higher, and credit or concurrent enrollment in ENG 104 or ENG 112.

**PSY 335 Learning and Memory Credits: 3****Typically Offered:** Spring.

**Course Description:** Major theories and applications of learning and memory in contemporary psychology. **Prerequisite(s):** PSY 101 and PSY 200 with a grade of C or higher, cumulative GPA of 2.0 or higher, and credit or concurrent enrollment in BIO 101 or BIO 105.

**PSY 340 Cognitive Psychology Credits: 3****Typically Offered:** Fall (even-numbered years).**Course Description:** The field of Cognitive Psychology, including human learning, memory, problem solving, language, and attention. Artificial intelligence will be examined. **Prerequisite(s):** PSY 101 and PSY 200 with a grade of C or higher, cumulative GPA of 2.0 or higher, and credit or concurrent enrollment in BIO 101 or BIO 105.**PSY 350 Introduction to Neuroscience Credits: 3****Typically Offered:** Spring.**Course Description:** Introduction to the relationships between brain, mind, and behavior; includes brain mechanisms underlying perception, motivation, emotion, learning, memory, and higher cognition. **Prerequisite(s):** PSY 101 and PSY 200 with a grade of C or higher, cumulative GPA of 2.0 or higher, and credit or concurrent enrollment in BIO 101 or BIO 105.**PSY 355 Sensation and Perception Credits: 3****Typically Offered:** Fall.**Course Description:** Data and theory concerning sensory and perceptual processes; includes sensory mechanisms, neuropsychological bases of perception, perceptual development, and psychological phenomena encountered in the various senses. **Prerequisite(s):** PSY 101 and PSY 200 with a grade of C or higher, cumulative GPA of 2.0 or higher, and credit or concurrent enrollment in BIO 101 or BIO 105.**PSY 360 Motivation and Emotion Credits: 3****Typically Offered:** Departmental Discretion.**Course Description:** Theoretical and research issues on such motivational topics as drive, goal, directedness, incentive, reinforcement, external stimulation, emotion, instinct, and self-actualization. **Prerequisite(s):** PSY 101 and PSY 200 with a grade of C or higher, cumulative GPA of 2.0 or higher, and credit or concurrent enrollment in BIO 101 or BIO 105.**PSY 365 Social Psychology Credits: 3****Typically Offered:** Fall.**Course Description:** The individual in relation to society; includes theoretical foundations, socialization, social cognition, group dynamics, and leadership. **Prerequisite(s):** PSY 101 and PSY 200 with a grade of C or higher, cumulative GPA of 2.0 or higher, and credit or concurrent enrollment in BIO 101 or BIO 105.**PSY 400 Introduction to Psychological Testing and Assessment Credits: 3****Typically Offered:** Fall (even-numbered years).**Course Description:** Basic principles of tests, measurements, and assessment. Detailed study and evaluation of some of the most useful and meaningful person assessment techniques. Professional and ethical standards as well as social issues related to testing. LAS Ethics. **Prerequisite(s):** PSY 300 or equivalent with a grade of C or higher.**PSY 410 Introduction to Counseling Psychology Credits: 3****Typically Offered:** Spring.**Course Description:** An overview of counseling as applied in a variety of institutional settings; reviews differing counseling techniques and theories as well as types of problems encountered in counseling; includes survey of research related to counseling. **Prerequisite(s):** PSY 101 and PSY 325.**PSY 415 Intermediate Statistics for the Behavioral Sciences Credits: 3****Typically Offered:** Departmental Discretion.**Course Description:** Basic statistical procedures applied to behavioral research; focuses on the integration of the use of computers for data collection and analysis. LAS Computer Literacy. **Prerequisite(s):** PSY 301 with a grade of C or higher.**PSY 419 Animal Behavior Credits: 4****Typically Offered:** Fall (odd-numbered years).**Course Description:** An introduction to the principles of animal behavior, including the evolutionary, ecological, physiological, and psychological basis of animal behavior. Topics will include social interactions, mating behavior, communication, learning, foraging, predator-prey interactions, and habitat selection. Three hours lecture and three hours lab. **Prerequisite(s):** A grade of C or higher in BIO 105, or a grade of C or higher in both BIO 101 and PSY 101.**PSY 420 Practicum in Psychology Credits: 4****Typically Offered:** Fall, Spring.**Course Description:** Senior students in psychology apply their knowledge to an actual situation in the field.**PSY 430 History and Systems in Psychology Credits: 3****Typically Offered:** Fall.**Course Description:** The major historical approaches to defining, organizing and explaining psychological phenomena. **Prerequisite(s):** PSY 300 with a grade of C or higher.**PSY 440 Human-Computer Interaction Credits: 3****Typically Offered:** Departmental Discretion.**Course Description:** Understanding human behavior and cognition at the human computer interface level. Particularly, it examines the emergent interactive technologies, human computer interaction, user centered design, usability analysis, and usability testing. LAS Computer Literacy. **Prerequisite(s):** PSY 101 and CSC 201 both with grades of C or higher.**PSY 450 Independent Research/Project Credits: 1-5****Typically Offered:** Fall, Spring.**Course Description:** Investigation of a research problem, project, or topic on an individual conference basis.**PSY 460 Study Away in Psychology Credits: 1-6****Typically Offered:** Departmental Discretion.**Course Description:** This course focuses on aspects of Psychology that require study away from the main campus. Examples include historical research or research in the lab of a faculty member at another institution. Content and objectives of the course will be negotiated before enrollment and approved by the department chair. May be repeated for up to 12 hours of credit. **Prerequisite(s):** Completion of 45 college credit hours and a cumulative GPA of 3.0 or higher.**PSY 470 Child Psychopathology and Exceptionalities Credits: 3****Typically Offered:** Departmental Discretion.**Course Description:** An overview of the theories, research diagnosis, and treatment of childhood disorders, exceptionalities, and special needs. **Prerequisite(s):** PSY 101, PSY 200, and either PSY 240 or PSY 319. Declared minors in Childhood Studies are exempt from the PSY 200 prerequisite.**PSY 490 Senior Seminar Credits: 3****Typically Offered:** Fall, Spring.**Course Description:** An integrative, capstone experience for senior psychology majors. Emphasizes written and oral analyses of current issues in psychology based on integrative reviews of empirical research. Students will review and prepare for the departmental exit exam, and take the exam as part of their course requirements. LAS Writing. **Prerequisite(s):** Acceptance to the Psychology major and PSY 301 with a grade of C or higher.

# Psychology (Bachelor of Science, B.S.)

## Requirements

Code	Title	Credit Hours
<b>General Studies</b>		
Students must complete General Studies courses (p. 19)		42-47
<b>Core Requirements</b>		
PSY 101	General Psychology	3
BIO 101	Principles of Biology	4
or BIO 105	Principles of Organismal Biology	
PSY 200	Intermediate Psychology	3
PSY 300	Introductory Psychological Statistics	3
PSY 301	Psychology Research Methods	3
PSY 303	Psychology Research Team	3
PSY 490	Senior Seminar	3
<b>Concentration</b>		
Select one of the following concentrations:		27-37
General		
Organizational Leadership		
<sup>1</sup> At least 3 credit hours numbered 300 or higher required. These electives may be chosen from the remaining courses in the restricted core electives above or from other offerings.		
<b>General Concentration</b>		
Code	Title	Credit Hours
<b>Concentration Requirements</b>		
Select one course from each of the following restricted elective core groupings:		
Interpersonal/Intercultural Core		3
PSY 222	Psychology of Gender	
or PSY 230	Psychology of Communication	
or PSY 260	Cross-Cultural Psychology	
Learning/Cognition Core		3
PSY 335	Learning and Memory	
or PSY 340	Cognitive Psychology	
Biological/Comparative Core		3
PSY 350	Introduction to Neuroscience	
or PSY 355	Sensation and Perception	
Social Core		3
PSY 310	Industrial/Organizational Psychology	
or PSY 365	Social Psychology	
Developmental/Lifespan Core		3
PSY 309	Abnormal Psychology	
or PSY 325	Psychology of Personality	
or PSY 400	Introduction to Psychological Testing and Assessment	
History and Systems Core		3
PSY 430	History and Systems in Psychology	
Psychological Electives		6

Additional 6 credit hours of psychology electives (at least 3 credit hours 300 level or higher)

Total Credit Hours

24

## Organizational Leadership Concentration

This concentration is recommended for those students seeking employment in human resources, public relations, or other positions in business or industry where one works closely with employees or the public. It should be noted that the concentration does not provide technical training in personnel management, but rather a liberal arts background and preparation for on-the-job training.

Code	Title	Credit Hours
<b>Concentration Requirements</b>		
PSY 230	Psychology of Communication	3
PSY 310	Industrial/Organizational Psychology	3
PSY 325	Psychology of Personality	3
PSY 365	Social Psychology	3
PSY 420	Practicum in Psychology	4
ACC 201	Introductory Financial Accounting	3
COM 210	Presentational Communication	3
COM 324	Small Group Communication	3
ECO 260	Principles of Macroeconomics	3
GBA 211	Business Law I	3
MGT 350	Organizational Behavior	3
MKT 301	Principles of Marketing	3
Total Credit Hours		37

Note: It is recommended that all students preparing for graduate school take PSY 430 History and Systems in Psychology; this is a requirement for entrance to many graduate schools.

## Graduation Requirements

1. Earn a minimum of 120 credit hours, including 60 from a senior college (100 level and higher, maximum of 6 CED credit hours applicable).
2. Earn a minimum of 30 credit hours in upper-division courses. Lower-division transfer courses accepted as meeting upper-division departmental course requirements cannot be used to fulfill this requirement.
3. Earn 30 of the last 45 credit hours at MWSU in institutional coursework (exclusive of credit by examination).
4. Participate in required departmental and campus wide assessments.
5. Earn an overall GPA of at least 2.0 and a major GPA of at least 2.0.
6. Fulfill the Missouri Constitution requirement.

## Psychology Minor

### Requirements

Code	Title	Credit Hours
<b>Minor Requirements</b>		
PSY 101	General Psychology	3
PSY 200	Intermediate Psychology	3
Select nine credit hours of Psychology courses		9
Select one from the following:		3

PSY 335	Learning and Memory	
PSY 340	Cognitive Psychology	
PSY 350	Introduction to Neuroscience	
PSY 355	Sensation and Perception	
PSY 360	Motivation and Emotion	
Select one from the following:		3
PSY 230	Psychology of Communication	
PSY 310	Industrial/Organizational Psychology	
PSY 319	Child/Adolescent Psychology	
PSY 325	Psychology of Personality	
PSY 365	Social Psychology	
Total Credit Hours		21

## Graduation Requirements

1. Have a valid and declared major on file (minors cannot be awarded in the same areas as the major, emphasis or concentration).
2. Earn a minimum of 3 credit hours beyond the major, emphasis, concentration and/or general studies requirements.
3. Earn a minor GPA of at least 2.0.

# COLLEGE OF PROFESSIONAL STUDIES

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Programs in the College of Professional Studies provide professional education leading to Bachelor of Science, Bachelor of Science in Education, Bachelor of Science in Nursing, Bachelor of Social Work, and the Bachelor of Science in Technology degrees. Additional programs and degrees include Associate of Science degrees, Associate of Applied Science degrees, certificate programs, and a commission as an officer in the United States Army. Associate of Science degrees are offered with majors in Criminal Justice and majors in Legal Assistant. Associate of Applied Science degree in Physical Therapist Assistant and one-year Certificate programs in Legal Assistant and Health Information Technology are also offered through the College of Professional Studies. Programs emphasize professional preparation and academic excellence and provide opportunities for professional, academic, and personal development.

The mission of the College of Professional Studies is to maximize the development of students for roles in the professions and in society through the completion of academic degrees. Degree and certificate programs provide the knowledge, skills and leadership development that are essential for success in the professions or for graduate study. Academic programs incorporate applied learning that transcends the institutional setting through multiple experiences in the classroom and professional practice environments. Opportunities for development are provided through partnerships with practicing professionals, contributions to society through service to diverse populations, wise use of technology and consideration of ethical standards in problem-solving. Faculty members are experts in their disciplines and apply their expertise through leadership, scholarship, consulting and service in their professions. Graduates of the College of Professional Studies fill essential leadership positions in business and industry, government, education, health care, national defense, legal and service settings.

## Preprofessional Studies

Preprofessional is a category for students who intend to enter a professional school after graduating with their bachelor's degrees or to transfer to another university for the completion of their studies. Students choosing preprofessional studies should select a transfer institution early and should work closely with their academic advisor.

"Preprofessional" study areas such as pre-law, pre-physical therapy, and pre-health are not majors. They are officially recognized areas of academic interest. Identifying your preprofessional interest will enable your academic advisor to provide you with a wide range of support to realize your goals.

Preprofessional studies in the College of Professional Studies and the advising departments include:

- Law (Criminal Justice, Legal Studies and Social Work Department)
- Physical Therapy (School of Nursing and Health Professions)

Additional preprofessional programs can be found in the College of Liberal Arts and Sciences and Craig School of Business & Technology sections.

## Departments

- Criminal Justice, Legal Studies and Social Work (p. 198)
- Education (p. 212)
- Health, Physical Education and Recreation (p. 223)
- Military Science (p. 236)

## School

- Nursing and Health Professions (p. 239)

## Department of Criminal Justice, Legal Studies & Social Work

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<https://www.missouriwestern.edu/cj-ls-swk/>

The Department of Criminal Justice, Legal Studies and Social Work offers students the option of studying in three separate degree programs: Criminal Justice, Legal Studies and Social Work.

Students interested in the area of law enforcement, corrections, juvenile justice and criminal justice administration may pursue one of two degree options available in the criminal justice program:

1. An associate of science degree with a major in Criminal Justice or;
2. A bachelor of science degree with a major in Criminal Justice with a concentration in administration, law enforcement, juvenile justice, corrections, or legal studies.

Students interested in working in the legal profession may major in the legal assistant program. Missouri Western's Legal Assistant Program is a voting member of the American Association for Paralegal Education. In addition, the program is approved by the American Bar Association. In the program, students may pursue a course of study leading to an associate of science degree with a major in Legal Assistant, a certificate, or a B.S. Degree in Criminal Justice with a concentration in legal studies.

Social work is a profession for those with a strong desire to work with people. Social workers assist individuals, families, groups, organizations or communities to enhance or restore their capacity for social functioning and work to create the societal conditions necessary for people to flourish. Social workers are employed in both public and private human service agencies as well as in private corporations and often work directly with people by linking them with needed resources, providing counseling, and/or advocating for needed services. Social workers also work behind the scenes by developing needed human service programs or by shaping the social welfare policies that guide human services.

The Department offers a Graduate Certificate and a Masters of Applied Science in Forensic Investigations. The Certificate and M.A.S. are designed to provide individuals the opportunity to receive instructions from eminent forensic scientists and other distinguished professionals as well as department faculty. Several forensic investigation courses are available to undergraduates as well. These courses and degrees are of particular interest to professionals and students interested in a career in crime scene investigation. For more information contact your advisor, the department, or go to our graduate website at [www.missouriwestern.edu/cj-ls-swk/fi](http://www.missouriwestern.edu/cj-ls-swk/fi) (<https://www.missouriwestern.edu/cj-ls-swk/forensic-investigation>). (<http://www.missouriwestern.edu/cj-ls-swk/fi>)

### Criminal Justice and Legal Studies

The criminal justice program seeks to prepare the student for entry into or advancement within the criminal justice system in any of the many areas existing within the career field or for graduate studies in a related field. Such areas include:

- Juvenile justice agencies: Most juvenile justice agencies presently require a degree in a related area.
- Investigative agencies: Federal, state, county and local agencies, including private investigative agencies.

- Conservation agencies: These agencies enforce wildlife regulations.
- Correctional agencies: Institutions and probation/parole systems within federal, state and county governmental levels.
- Industrial security: Corporate interests nationwide.
- Legal profession: Corporate, private, government agency, and public interest law offices.

### Legal Studies

The Legal Studies Program offers a course of study designed to prepare the individual to work in the evolving paralegal profession. A student in this program will be taught the skills needed to obtain an entry level position as a legal assistant. The skills the student will learn include legal research, interviewing, investigation, legal drafting, preparation of evidence and witnesses for trial, and assisting in the trial of a lawsuit.

This program prepares individuals for career opportunities in small law firms, large law firms of fifty attorneys or more, legal departments of banks, insurance companies, land title insurance companies and other corporations, legal aid offices, public defender offices, the office of the prosecuting attorney, and municipal legal departments.

Paralegals cannot practice law. Only attorneys, who are licensed in the state by the Supreme Court, can practice law.

To graduate from the program students must:

- Satisfactorily complete all courses required in the program;
- Perform legal research and analysis by using legal research material;
- Draft and prepare legal documents;
- Identify and explain the various functions performed by a legal assistant;
- Explain the role of the legal assistant working in a law office;
- Identify ethical issues, rules and standards that a legal assistant must follow when working under an attorney's supervision (a legal assistant's conduct is expected to conform to these ethical standards);
- Perform the functions of a legal assistant under the supervision of a practicing attorney.

### Legal Assistant Certificate

The specialized Legal Assistant Certificate program enables students to focus on the technical, legal specialty courses that will enable them to work as legal assistants. The program is designed for the student who has already earned a substantial number of college credits, or even a college degree, and by reason of education and experience, only needs selected courses to round out her/his education.

### Entrance Requirements

Students must have earned at least 30 college credits prior to enrolling in the program. Eighteen of these hours must be general education elective credits. General education is defined as post-secondary courses in the following areas:

1. language and composition,
2. mathematics,
3. social and behavioral sciences,
4. physical and biological sciences, and
5. theater and humanities.



This must include ENG 104 College Writing and Rhetoric and ENG 108 College Writing and Research (or their equivalents or otherwise demonstrate a proficiency in English).

The Gainful Employment Disclosure for this program may be found online at [www.missouriwestern.edu/finaid/gainful-employment-disclosures](http://www.missouriwestern.edu/finaid/gainful-employment-disclosures) (<http://www.missouriwestern.edu/finaid/gainful-employment-disclosures>).

## Social Work

The principal educational objective of the social work major is to prepare graduates for beginning generalist social work practice with individuals, groups, families, organizations, communities, and institutions. Students will gain knowledge and skills in the areas of values and ethics, diversity, social and economic justice, populations-at-risk, human behavior and the social environment, social welfare policy and services, social work practice, and research. The program culminates in a semester-length, supervised practicum that allows students to function as student social workers in an area human service agency. The social work program is accredited by the Council on Social Work Education.

## The Social Work Program's Mission Statement

The social work program's mission is to prepare undergraduate students for ethical and effective generalist social work practice with individuals, families, groups, organizations, communities, and society in Northwest Missouri, and surrounding areas. Social work graduates will value human dignity, social and economic justice, and human and cultural diversity. They will competently serve individuals from diverse backgrounds including persons who are poor, vulnerable, and oppressed and work to reduce poverty, oppression, and discrimination by making government and social services agencies more just and responsible to consumer needs. In addition to preparing competent social workers, MWSU's social work program is dedicated to offering its professional expertise and academic resources to support the community in efforts devoted to enhancing human well-being and social economic justice.

## Admission

### Admission Requirements

Majors in the department which have admission requirements are listed below. Majors which are not listed on this page do not have specific requirements for admission. Information about the recommended coursework a student might take prior to declaring the major can be obtained from the department.

### Criminal Justice

Students wishing to file a Bachelor of Science degree in Criminal Justice may do so upon successful completion of both LAW 100 (Introduction to Criminal Justice) and LAT 101 (Introduction to Law) with a grade of C or higher in each course. For transfer coursework to qualify, the transferred course must meet current articulation requirements or be approved by the Chairperson of the Department of Criminal Justice, Legal Studies and Social Work.

If the student meets the criteria, the advisor will sign both the application and major declaration form and then forward them to the chairperson for review. The major declaration form can then be filed with the Registrar. If admission requirements are not met for the B.S. degree in Criminal Justice, the student will be encouraged to declare a major in the A.S.

degree in Criminal Justice or Legal Assistant, working towards admission requirements for the B.S. degree in Criminal Justice.

## Social Work

The social work program operates under a selective admissions policy. Students are considered "pre-majors" until they meet the minimum requirements to be accepted as a social work major. Admission to the social work program involves the completion of an application packet. Minimum requirements for admission into the social work major include:

- Completion of the general studies math requirement.
- Completion of BIO 101 Principles of Biology (or equivalent).
- Completion of SWK 250 Introduction to Social Work, SOC 110 Introduction to Sociology, PSY 101 General Psychology, and ENG 108 College Writing and Research with a minimum grade of C in each course.
- Completion of SOC 230 Social Problems, ECO 101 Current Issues in the Economy, and PSC 101 American National Government.
- Must have a minimum overall GPA of 2.5.
- Must have earned a C or higher in all completed SWK prefix classes.
- Must agree to and conduct themselves in a manner consistent with accepted professional social work practices and the current NASW Code of Ethics (see Social Work Student Handbook).
- Cannot have exhibited behavior that will infringe on their present or future ability to adequately fulfill professional social work responsibilities. The social work program's admissions committee reserves the right to require applicants to submit additional materials if the Committee questions the student's ability to adequately fulfill professional responsibilities (see Social Work Student Handbook).

Students must complete the social work admission process prior to enrolling in SWK 360 Social Work Practice II and must submit completed application packets no later than the first Friday in October or March. The social work program's admissions committee will review all application packets and interview all applicants. Admission decisions are based on a student's academic performance; professional, personal, and academic conduct; references; and responses to application and interview questions.

Social work majors must successfully complete a second formal application process before entering SWK 480 Practicum in Social Work and SWK 485 Social Work Practicum Seminar. To be eligible to enroll in SWK 480 Practicum in Social Work and SWK 485 Social Work Practicum Seminar, students must have earned a minimum grade of C in all completed SWK prefix courses and carry a minimum overall GPA of 2.5. Students applying to enter the social work practicum must submit an application and practicum essay (outline available from the Field Practicum Director), and complete interviews with the Field Coordinator and prospective field instructors (agency social workers). Practicum planning regularly begins one or two semesters prior to entering the practicum. While every effort is made to identify those students ready for field practicum, it is the student's responsibility to notify the Field Practicum Director of his/her intent to apply to the social work practicum. In accordance with Council of Social Work Education standards, MWSU does not grant academic credit, course waivers, or field practicum credit for previous life or work experiences.

Once admitted to the social work program, social work majors are expected to maintain professional and academic standards of conduct. The social work program at Missouri Western reserves the right to place a student on probationary status or remove a student from the major

because of violations of these standards (see Social Work Student Handbook).

## Majors

- Criminal Justice (Bachelor of Science, B.S.) (p. 205)
- Criminal Justice (Associate of Science, A.S.) (p. 209)
- Legal Assistant (Associate of Science, A.S.) (p. 209)
- Social Work (Bachelor of Social Work, B.S.W.) (p. 208)

## Certificate

- Legal Assistant Certificate (p. 210)

## Minors

- Childhood Studies Minor (p. 255)
- Criminal Justice Minor (p. 210)
- Gender and Power Studies Minor (p. 256)
- Leadership Minor (p. 258)
- Legal Studies Minor (p. 211)
- Peace & Conflict Studies Minor (p. 258)

## Courses

### Criminal Justice (LAW)

#### LAW 100 Introduction to Criminal Justice Credits: 3

**Typically Offered:** Fall, Spring.

**Course Description:** A survey of the philosophical and historical background of the criminal justice system as it relates to the individual; reviews the principles underlying social organization control devices with an emphasis upon such legal systems as the criminal courts, corrections, and law enforcement; designed to provide general knowledge about the concept and causes of crime, the varying goals and objectives of the criminal justice system, and an assessment of specific role performance of various members of the criminal justice system including major aspects of civil process.

#### LAW 110 Introduction to Juvenile Justice Credits: 3

**Typically Offered:** Fall, Spring.

**Course Description:** Studies the delinquent juvenile as an individual and the impact on society; investigates delinquency, causation, the role of the law enforcement officer, the juvenile officer, the juvenile court, and juvenile corrections.

#### LAW 130 Introduction to Policing Credits: 3

**Typically Offered:** Fall, Spring.

**Course Description:** Examines issues critical to the policing of today's society. Although the primary focus will be on problems faced by street officers, the philosophical concepts will be of concern to anyone in the criminal justice system.

#### LAW 140 Traffic Control and Accident Investigation Credits: 3

**Typically Offered:** Fall, Spring.

**Course Description:** Introduction to traffic control and accident investigation in modern cities; reviews principles of organizing and administering police units for traffic enforcement, accident prevention, and safety education; presents basic techniques of accident investigation, analysis, and interpretation.

#### LAW 190 Criminal Investigation Credits: 3

**Typically Offered:** Fall, Spring.

**Course Description:** A course on modern investigative methodology. All aspects of the criminal investigative function of the police are fully covered from the preliminary investigation to the preparation of the case for review by the prosecutor. Particular attention is given to the importance of information, interrogation, and instrumentation in the solution and preparation of criminal cases for trial. **Prerequisite(s):** LAT 101 or LAW 100.

#### LAW 200 Introduction to Corrections Credits: 3

**Typically Offered:** Fall.

**Course Description:** The origins and theories of punishment and the prison system; introduces principles and programs of institutional correction and special problems in administration; reviews modern recommendations for improvement of the system. **Prerequisite(s):** LAW 100.

#### LAW 260 Criminal Law Credits: 3

**Typically Offered:** Fall, Spring.

**Course Description:** Explores the origin, development, and classification of substantive criminal law; reviews the rules of evidence of particular importance at the operational level of law enforcement and criminal procedures in arrest, force, search, and seizure. **Prerequisite(s):** Completion of 9 credit hours in criminal justice or legal studies.

#### LAW 270 Probation and Parole Credits: 3

**Typically Offered:** Spring.

**Course Description:** Examines probation, parole and alternatives to confinement and their effectiveness in curbing future criminal behavior. **Prerequisite(s):** LAW 100.

#### LAW 275 Police Photography Credits: 3

**Typically Offered:** Fall, Spring.

**Course Description:** To introduce students to the principles and practices of police photography. They will learn the legal issues for the development of evidence and the way photography is used in the field of criminal justice. **Prerequisite(s):** Completion of 6 credit hours in criminal justice or legal studies or permission of the instructor.

#### LAW 280 Criminalistics Credits: 4

**Typically Offered:** Fall, Spring.

**Course Description:** Introductory survey of modern methodology for police laboratories and introduces the means of achieving high degrees of proficiency in the field of scientific criminal inquiries with the use of laboratory equipment. This will allow the student the opportunity to have actual experience in utilizing the techniques performed in the forensic laboratory. **Prerequisite(s):** LAW 190.

#### LAW 283 Introduction to Research Methods in Criminal Justice/Legal Studies Credits: 1-2

**Typically Offered:** Departmental Discretion.

**Course Description:** Introduction to basic research in criminal justice or legal studies. Individual and team projects involving methods for solving criminal justice or legal studies-related research problems. **Prerequisite(s):** Departmental approval.

#### LAW 300 Criminal Justice Communications Credits: 3

**Typically Offered:** Fall, Spring.

**Course Description:** The study of interviewing and interrogation as an oral form of communication; the legal guidelines, and the techniques used in the field of criminal justice. The development of technical writing skills to transfer oral communications into written materials, in the form of narrative reports to be used in the criminal justice field. **Prerequisite(s):** ENG 104 and COM 104.

**LAW 305 Introduction to Theories of Crime Credits: 3**

**Typically Offered:** Fall, Spring, Summer.

**Course Description:** Provides an introduction to the study of crime and causation of crime from the interdisciplinary perspectives of sociology, psychology, and biology. This course is primarily concerned with understanding the causes of crime and examining some of the most influential explanations for criminal behavior. Also, this course examines various categories of crimes such as (1) violent crimes, (2) property crimes, (3) white collar and organized crimes, (4) public order crimes and (5) cyber crimes and technologies. **Prerequisite(s):** 9 hours in criminal justice or permission of course instructor.

**LAW 315 Criminal Justice Concepts and Issues Credits: 3**

**Typically Offered:** Spring.

**Course Description:** Gives students an opportunity to investigate selected problems or topics on a group discussion basis. Provides materials which reflect prevailing trends and fundamental concepts in criminal justice.

**Prerequisite(s):** Completion of 9 credit hours in criminal justice or legal studies and LAW 305.

**LAW 320 Criminal Evidence Credits: 3**

**Typically Offered:** Departmental Discretion.

**Course Description:** Comprehensive study of evidentiary rules and procedures that apply to the enforcement of criminal law and to the stages of investigation and trial. **Prerequisite(s):** Completion of 9 credit hours in criminal justice or legal studies.

**LAW 325 Understanding Research in Criminal Justice Credits: 3**

**Typically Offered:** Fall, Spring.

**Course Description:** An introduction to qualitative and quantitative criminal justice research method theory and techniques. In addition, this course will examine ethics, academic writing and the components of a research study. The student will also be responsible for the building and general interpretation of a database. **Prerequisite(s):** Completion of 9 credit hours in criminal justice, legal studies or social work and successful completion of the general studies math requirement, or permission of instructor. MAT 112 is recommended, but not required.

**LAW 345 Victimology Credits: 3**

**Typically Offered:** Spring.

**Course Description:** This course provides the student with an opportunity to amine the recent and rapidly developing branch of criminology designed to study the crime victim. The student will examine both vulnerability and culpability of crime victims. Specifically the history of victimology and the victim's experience with the criminal justice system will be discussed. The rights and laws concerning crime victims as well as general safety and risk issues will also be emphasized throughout the course. The issue of family violence will be examined thoroughly at the end of the course.

**LAW 365 Practicum I Credits: 3**

**Typically Offered:** Departmental Discretion.

**Course Description:** An applied learning experience designed to provide students with a practical experience that is supervised in a criminal justice or legal agency, monitored by the instructor. The student will be required to work at least 135 hours in the field. The experience in the field must be combined with further study of one aspect of the placement agency, which the student must research and write about in a term paper due at the end of the semester. Students who use this course for part of the Applied Learning requirement must further develop this paper and a presentation in LAW 470 that is based on the student's work in LAW 365. May be repeated for up to 6 credit hours. **Prerequisite(s):** Declared criminal justice or legal studies major and completion of 9 credit hours in criminal justice or legal studies.

**LAW 392 Selected Criminal Justice Topics Credits: 1-3**

**Typically Offered:** Departmental Discretion.

**Course Description:** Provides students with the opportunity to examine specialized or advanced topics in criminal justice. Topics will be offered on a rotating basis. These topics will usually be an in-depth examination of a subject introduced in other LAW courses. There may be an applied learning experience with this course, such as a trip or other related activity.

**LAW 405 Research Methods Credits: 3**

**Typically Offered:** Spring.

**Course Description:** Provides the student an understanding of the practical usage of key methods of research and statistical evaluation in criminal justice and law. Methods will be demonstrated via classroom application and academic journal articles. The student will develop a research proposal in an area of his or her particular interest during this course. **Prerequisite(s):** LAW 325 or permission of course instructor.

**LAW 410 Intermediate Criminal Law Credits: 3**

**Typically Offered:** Fall, Spring.

**Course Description:** Explores criminal law and examines court decisions as they pertain to functional law enforcement procedures. Prepares the individual to maintain professional skill levels in this area over an extended period of time. **Prerequisite(s):** LAW 260.

**LAW 420 Quantitative Analysis in Criminal Justice Credits: 3**

**Typically Offered:** Fall.

**Course Description:** Quantitative analysis bridges the gap between evaluation and policy implication by providing the student experience utilizing, interpreting, and presenting statistics and statistical models. A key component of this course will be examining restrictions on data and matching the appropriate statistical technique to the data source. **Prerequisite(s):** Completion of LAW 405 or permission of course instructor.

**LAW 440 Juvenile Law and Procedures Credits: 3**

**Typically Offered:** Spring.

**Course Description:** The jurisdiction of juvenile courts; their function and organization; processing the detention of juveniles; case disposition; juvenile statutes; and court procedures. **Prerequisite(s):** LAW 110.

**LAW 450 Independent Research/Project Credits: 1-6**

**Typically Offered:** Fall, Spring, Summer.

**Course Description:** Investigation of a research problem, project, or topic on an individual conference basis. **Prerequisite(s):** Declared criminal justice major, a minimum of 2.5 GPA in major field, and departmental approval.

**LAW 460 Administration and Planning Credits: 3**

**Typically Offered:** Fall, Spring.

**Course Description:** An overview of administration and management in criminal justice organizations. This course utilizes both historical and current organizational theory, leadership, and planning. Examines the impact of communication, legal issues, ethics, and changing social standards. **Prerequisite(s):** Completion of 9 credit hours in criminal justice or legal studies.

**LAW 465 Internship Credits: 3****Typically Offered:** Fall, Spring, Summer.**Course Description:** An academic program which offers criminal justice and legal studies majors an opportunity to integrate theory with actual practice. Students spend at least 135 hours in a position related to their major. Anticipated learning objectives are established in a contract agreed to by the student, the on-site supervisor and the course professor. The student will work with the faculty member to identify a topic during the Internship to develop further and present on in LAW 470. May be repeated for up to 6 credit hours. **Prerequisite(s):** LAW 325.**LAW 470 Senior Seminar Credits: 3****Typically Offered:** Fall, Spring.**Course Description:** Designed for seniors majoring in criminal justice or legal studies; presents selected topics for group discussion, guest speakers, and the exploration of career options. Paper and PowerPoint presentation will be required, based on a topic developed during LAW 365 Practicum I or LAW 465 Internship. This course should be taken during the student's senior year. **Prerequisite(s):** Senior standing and either LAW 365 or LAW 465 or permission of course instructor.**LAW 492 Advanced Selected Criminal Justice Topics Credits: 1-3****Typically Offered:** Departmental Discretion.**Course Description:** Senior level students are given the opportunity to study more advanced topics in criminal justice with either full-time faculty or faculty with specialized credentials recruited from outside the University. There may be an applied learning experience with this course, such as a specialized lab component, study away or other related activity. This course is repeatable for credit.

## Legal Assistant (LAT)

**LAT 101 Introduction to Law Credits: 3****Typically Offered:** Fall, Spring.**Course Description:** Examines: the American legal system; the nature and functions of civil law; the function and structure of the state and federal court system and administrative agencies. The course also presents an overview of the trial of a civil lawsuit and a survey of the major areas of civil law.**LAT 115 Paralegal Studies Credits: 3****Typically Offered:** Fall, Spring.**Course Description:** Examines the role of the legal assistant in the practice of law. The course will identify paralegal functions, types of employment for paralegals, the structure of a law office and law office systems. The course will examine issues regarding paralegal education, licensing of paralegals, paralegal professional ethics, and the unauthorized practice of law. **Prerequisite(s):** Credit or concurrent enrollment in LAT 101.**LAT 220 Legal Research Credits: 3****Typically Offered:** Fall.**Course Description:** Students examine the components of a law library. Through research projects and assignments, students gain experience working with law legal reference material including statutes, cases, regulations and annotated summaries of law. Methods of legal writing and citation style are introduced. **Prerequisite(s):** Credit or concurrent enrollment in LAT 101.**LAT 225 Litigation Credits: 3****Typically Offered:** Spring.**Course Description:** Examines the procedures involved in a lawsuit. Subjects covered include: civil court procedures, types of lawsuits, pleadings, pretrial preparation, trial and post-trial procedures. The course will emphasize the role of the various people involved in this process. **Prerequisite(s):** LAT 220.**LAT 230 Real Property Credits: 3****Typically Offered:** Spring.**Course Description:** Presents the major legal concepts associated with the law of real property and real estate transactions. Emphasis on the historical common law concepts of property; present statutory structure; and common practices in the conveyance and ownership of real estate.**LAT 250 Legal Computer Applications Credits: 3****Typically Offered:** Fall, Spring.**Course Description:** Examination of legal applications of computer technology. Students will examine the use of electronic resources to access, acquire, create and provide information electronically. The course will use commercial and non-commercial sources of information, software, governmental/public domain material (statutes, regulations, cases). Students will learn to use personal computers for communication and to explore the Internet, Westlaw, and other electronic sources. **Prerequisite(s):** Prior computer knowledge or course work is recommended for students, including word processing techniques, the Internet, and e-mail.**LAT 310 Legal Drafting Credits: 3****Typically Offered:** Fall.**Course Description:** Technical skill course where students will learn the fundamentals of drafting legal documents in areas of Property, Torts, Business Organizations, Domestic Relations, and Contracts. **Prerequisite(s):** LAT 225.**LAT 320 Tort Law Credits: 3****Typically Offered:** Fall.**Course Description:** Studies the law in the areas of personal injury, malpractice and products liability law. Emphasis on the origin of these actions, the present state of the law, and the future in "Tort Reform" and Alternative Dispute Resolution. **Prerequisite(s):** LAT 101.**LAT 335 Introduction to Mediation Credits: 3****Typically Offered:** Fall, Spring.**Course Description:** In-depth examination of the mediation process. Students will learn methods to promote settlement in disputes.**LAT 340 Study Away in Criminal Justice & Legal Studies Credits: 1-3****Typically Offered:** Departmental Discretion.**Course Description:** This course focuses on one or more criminal justice and legal studies issues and the institutions responsible for the creation and execution of the law (i.e., the judicial branch, the legislative branch and/or the executive branch of this or another country). Content of the course varies, but includes an applied learning experience involving travel to another part of the United States or another country. May be repeated for up to 12 hours of credit. **Prerequisite(s):** Completion of 45 college credit hours or instructor's permission.**LAT 360 Probate Law Credits: 3****Typically Offered:** Fall.**Course Description:** Studies the origins and the present legal framework for the law of inheritance, guardianship/conservatorship, and trusts. Includes general principles of law, terminology, and theoretical basis of Probate. **Prerequisite(s):** LAT 101.

**LAT 365 Selected Topics in Peace & Conflict Studies Credits: 3**

**Typically Offered:** Departmental Discretion.

**Course Description:** Specialized course work in interpersonal and/or international conflict studies. May be repeated as content varies for a maximum of 9 credits.

**LAT 370 Domestic Relations Credits: 3**

**Typically Offered:** Fall, Spring.

**Course Description:** Studies the law and court procedures concerning family relations. Emphasis will be on marriage and its validity, divorce, legal separation, child custody and visitation, child support and maintenance, guardianship, paternity, adoption and the Family Court. Students will research and write about issues concerning family law.

**Prerequisite(s):** LAT 101.

**LAT 400 Advanced Legal Research Credits: 3**

**Typically Offered:** Fall, Spring.

**Course Description:** Students will integrate the use of the law library and computer legal research tools to develop advanced legal research and writing skills. Legal research and writing exercises will be used to prepare students to perform these more advanced tasks in a law office environment or in post-graduate work. Methods of legal writing and citation will be addressed as well. **Prerequisite(s):** LAT 220 and LAT 250 or permission of course instructor.

**LAT 420 Civil Rights Law Credits: 3**

**Typically Offered:** Fall, Spring.

**Course Description:** Substantive law course examining actions brought by individuals who claim that their rights, under the United States Constitution, have been violated. Course will cover 42 U.S.C. Section 1983, Writ of Habeas Corpus, and actions brought directly under the United States Constitution. **Prerequisite(s):** LAT 101 or permission of course instructor.

**LAT 430 Conflict Management Credits: 3**

**Typically Offered:** Spring.

**Course Description:** This course will examine underlying issues and theories related to conflict. Students will learn the options for third party non-judicial intervention through Alternative Dispute Resolution processes. They will learn ways to resolve disputes and learn theories which apply to all types of conflict. Students will examine conflict within organizational structures, and each will design an effective conflict resolution system.

**LAT 492 Selected Legal Topics Credits: 1-3**

**Typically Offered:** Fall, Spring.

**Course Description:** Provides students with the opportunity to examine specialized or advanced topics of law. Topics will be offered on a rotating basis. These topics will usually be an in-depth examination of a subject introduced in other LAT courses. This course is repeatable for credit.

## Policing (POL)

**POL 100 Critical Aspects of Policing I Credits: 3**

**Typically Offered:** Departmental Discretion.

**Course Description:** Utilizing concepts of substantive criminal law and criminal procedure, students will learn the appropriate application of criminal statutes as well as alternative methods of resolution. Topics include tactical communication and methods for overcoming communication obstacles when dealing with highly emotional matters commonly encountered in policing. Also examined will be various technical aspects of patrol operations and criminal investigations. This course will be one of a series of courses designed to meet Missouri POST requirements for a Class A License for Peace Officer Certification. (Note: A Peace Officer License does not empower the recipient with the authority to arrest or enforce any of the laws of the State of Missouri. This will occur only after the recipient has been employed and commissioned by a law enforcement agency.) **Prerequisite(s):** Permission of the Law Enforcement Academy Training Director.

**POL 130 Critical Aspects of Policing 2 Credits: 3**

**Typically Offered:** Departmental Discretion.

**Course Description:** Builds on the foundations of Critical Aspects of Policing I. Through the integration of theory and practice students will continue to develop expertise for dealing with problems encountered by law enforcement officers. Emphasis will be placed on the development of proficiency and professionalism in interpersonal perspectives, as well as legal and technical areas of policing. This course will be one of a series of courses designed to meet Missouri POST requirements for a Class A License for Peace Officer Certification. (Note: A Peace Officer License does not empower the recipient with the authority to arrest or enforce any of the laws of the State of Missouri. This will occur only after the recipient has been employed and commissioned by a law enforcement agency.)

**POL 150 Police Methods and Operations Credits: 6-12**

**Typically Offered:** Departmental Discretion.

**Course Description:** This course will cover a broad range of topics and utilize field experiences combined with critical thinking techniques to reinforce theory. Subjects will include legal aspects of policing, fundamentals of personal health safety, methods of public service and protection, and use laboratory and practical experiences to develop expertise in the use of instrumentation and equipment commonly employed by law enforcement. This course will be one of a series of courses designed to meet Missouri POST requirements for a Class A License for Peace Officer Certification. (Note: A Peace Officer License does not empower the recipient with the authority to arrest or enforce any of the laws of the State of Missouri. This will occur only after the recipient has been employed and commissioned by a law enforcement agency.) **Prerequisite(s):** Permission of the Law Enforcement Academy Training Director.

## Social Work (SWK)

**SWK 250 Introduction to Social Work Credits: 4**

**Typically Offered:** Fall, Spring.

**Course Description:** Overview of professional social work practice including its history, philosophy, ethics, values, methods, and fields of practice. Forty hours of volunteer experience in an area human service agency required.

**SWK 260 Introduction to Aging Studies Credits: 3****Typically Offered:** Spring.**Course Description:** Overview of the physical, social, psychological, cultural, and economic aspects of aging, all from a social problems perspective; social policy and social work intervention issues pertaining to aging.**SWK 270 Selected Topics in Social Work Credits: 3****Typically Offered:** Fall, Spring.**Course Description:** Study of a selected problem in social work practice, e.g., mental illness, chemical dependence, or child welfare. Course may be repeated for credit for each different topic.**SWK 280 Mental Health and Social Work Credits: 3****Typically Offered:** Departmental Discretion.**Course Description:** This course provides students with the opportunity to learn content specific to social work practice in the field of mental health at the baccalaureate level. The course will focus on addressing relevant historical components of mental health delivery systems and current policy issues. The course will specifically focus on diagnostic criteria for mental health disorders with a particular focus on promoting a strengths-based and person-centered model of assessment and preliminary intervention.**SWK 283 Introduction to Research Methods in Social Work Credits: 1-5****Typically Offered:** Departmental Discretion.**Course Description:** Introduction to basic research methods in social work. Individual and team projects involving methods for solving social work-related research problems. **Prerequisite(s):** Consent of department.**SWK 320 Philosophy and Policy in Social Services I Credits: 3****Typically Offered:** Spring.**Course Description:** Historical significance of social legislation, its impact on the individual and society; social philosophy, social service, and social change. **Prerequisite(s):** A grade of C or higher in SWK 250, PSC 101, and either ECO 101 or ECO 260.**SWK 325 Family and Child Welfare Credits: 3****Typically Offered:** Fall.**Course Description:** This course examines the field of family and child welfare. Students will explore the history of child welfare, the critical issues facing families and children in our society, the scope of family and child welfare services, and the social, political, legal and economic forces that shape family and children programs. Students will study families from a strengths-based, ecological perspective and will build sensitivity to various family forms, cultural patterns and issues that stem from social and/or economic injustice. **Prerequisite(s):** ENG 108.**SWK 330 Human Behavior and the Social Environment I Credits: 3****Typically Offered:** Fall.**Course Description:** Theories and knowledge of human bio-psycho-social-spiritual-cultural behavior within a systems framework, with an emphasis on individuals and families. **Prerequisite(s):** Junior standing, a grade of C or higher in SWK 250, and BIO 101, or departmental approval.**SWK 340 Human Behavior and the Social Environment II Credits: 3****Typically Offered:** Spring.**Course Description:** Theories and knowledge of human bio-psycho-social-spiritual-cultural behavior within a systems framework with a focus on groups, communities, organizations, and institutions. **Prerequisite(s):** A grade of C or higher in SWK 330.**SWK 345 Substance Use and Disorders Credits: 3****Typically Offered:** Fall, Spring.**Course Description:** Provides an overview of the substance abuse and dependence field within a bio-psycho-social framework. The course will cover current and historical patterns of drug use; etiological theories and connected research; substance abuse effects on individuals, families, and society; physiological, psychosocial, and cultural aspects of psychoactive substances; basic pharmacology of alcohol and other abused substances; socio-cultural values and their implications for public policy and prevention; assessment and diagnosis of substance abuse/dependence disorders; substance abuse and dependence in special populations, overview of the treatment process and service delivery systems; the recovery process, relapse and relapse prevention and the impact of substance abuse and recovery on family systems.**Prerequisite(s):** PSY 101 or SOC 110.**SWK 350 Social Work Practice I Credits: 4****Typically Offered:** Fall.**Course Description:** Introduces generalist social work practice with individuals and families. Covers the nature of social work practice, practice theory, ethics and values, the social work relationship, interviewing, the problem-solving process, assessment, planning, intervention, and practice evaluation. Three hours lecture, two hours lab per week. **Prerequisite(s):** Junior standing, a grade of C or higher in SWK 250, and a grade of C or higher or concurrent enrollment in SWK 330.**SWK 360 Social Work Practice II Credits: 3****Typically Offered:** Spring.**Course Description:** Continuation of SWK 350. Focuses on group work within the generalist social work perspective. Covers group theory, ethics and values, problem-solving process, assessment, planning, intervention, and practice evaluation applied to task and treatment groups. **Prerequisite(s):** Declared Social Work major, SWK 330, credit or concurrent enrollment in SWK 340 and a grade of C or higher in SWK 350.**SWK 365 Death And Dying Credits: 3****Typically Offered:** Fall.**Course Description:** Cultural views and customs regarding death and dying; stages of death and dying; abnormal grief reactions, issues pertaining to children and death, role of spirituality; functions of health care systems and interdisciplinary teams.**SWK 415 Social Work Practice III Credits: 4****Typically Offered:** Fall.**Course Description:** Continuation of SWK 350 and SWK 360. Applies the planned change process to interventions with organizations, communities and institutions within the generalist social work perspective. Students complete a community development/organizing project in a local community. **Prerequisite(s):** Declared social work major and a grade of C or higher in both SWK 340 and SWK 360.**SWK 420 Philosophy and Policy in Social Services II Credits: 3****Typically Offered:** Fall.**Course Description:** Continuation of SWK 320. Analyzes the philosophy and policies of presently active social agencies; policy reforms and evaluation of their possible effectiveness. **Prerequisite(s):** Declared social work major and a grade of C or higher in SWK 320.

**SWK 425 Bridge to Practicum Credits: 3**

**Typically Offered:** Departmental Discretion.

**Course Description:** This course is designed to prepare students for entry into the field practicum. Students will explore field placement options and complete the field application and interview process. In addition, students will develop skills that will bridge them into the professional arena such as resume building, job interviewing and networking skills.

**SWK 450 Independent Research/Project Credits: 1-5**

**Typically Offered:** Fall, Spring.

**Course Description:** Investigation of a research problem, project, or topic on an individual conference basis. **Prerequisite(s):** Declared social work or interdisciplinary studies major and departmental approval.

**SWK 465 Advanced Research Project Credits: 3**

**Typically Offered:** Spring.

**Course Description:** Students will design and conduct an empirical research project focused on a relevant social issue or concern. Same as SOC 465. **Prerequisite(s):** PSY 300 or equivalent with departmental approval and a grade of C or higher in SOC 460.

**SWK 480 Practicum in Social Work Credits: 10**

**Typically Offered:** Fall, Spring.

**Course Description:** Students spend a minimum of 456 hours in an agency setting under the supervision of trained social work professionals. To be taken concurrently with SWK 485. Graded on a pass/fail basis. **Prerequisite(s):** Formal acceptance into the social work practicum program, a minimum of 2.5 overall GPA and a grade of C or better in SWK 250, SWK 320, SWK 330, SWK 340, SWK 350, SWK 360, SWK 415 and SWK 420, and a grade of C or higher in all other SWK courses.

**SWK 485 Social Work Practicum Seminar Credits: 2**

**Typically Offered:** Fall, Spring.

**Course Description:** Focuses on the development and enhancement of the student's practice skills and the integration of practicum and class content. Taken concurrently with SWK 480. **Prerequisite(s):** Declared social work major, formal acceptance into the Practicum Program; a minimum of 2.5 GPA, a grade of C or higher in SWK 250, SWK 320, SWK 330, SWK 340, SWK 350, SWK 360, SWK 415 and SWK 420, and a grade of C or higher in all other SWK courses.

# Criminal Justice (Bachelor of Science, B.S.)

## Requirements

Code	Title	Credit Hours
<b>General Studies</b>		
Students must complete General Studies courses (p. 19)		42-47
<b>Core Requirements</b>		
LAT 101	Introduction to Law	3
LAT 335	Introduction to Mediation	3
LAW 100	Introduction to Criminal Justice	3
LAW 110	Introduction to Juvenile Justice	3
LAW 190	Criminal Investigation	3
LAW 260	Criminal Law	3
LAW 305	Introduction to Theories of Crime	3
LAW 325	Understanding Research in Criminal Justice	3
LAW 410	Intermediate Criminal Law	3

Select one of the following Applied Learning tracks: 6

**Track 1:**

LAW 365 Practicum I  
or LAW 465 Internship

LAW 470 Senior Seminar

**Track 2:**

LAW 405 Research Methods

LAW 420 Quantitative Analysis in Criminal Justice

**Concentration**

Select one of the following concentrations: 28-31

Administration

Corrections

Juvenile Justice

Law Enforcement

Legal Studies

**Concentrations:**

Administration (p. 205)

Corrections (p. 206)

Juvenile Justice (p. 206)

Law Enforcement (p. 206)

Legal Studies (p. 207)

## Administration Concentration

Code	Title	Credit Hours
<b>Concentration Requirements</b>		
LAT 420	Civil Rights Law	3
LAW 280	Criminalistics	4
LAW 300	Criminal Justice Communications	3
LAW 315	Criminal Justice Concepts and Issues	3
LAW 460	Administration and Planning	3
Choice of a second major, minor, approved certificate or twelve credit hours of restricted electives from the following:		12
LAT 340	Study Away in Criminal Justice & Legal Studies	
LAT 365	Selected Topics in Peace & Conflict Studies	
LAT 370	Domestic Relations	
LAT 430	Conflict Management	
LAT 492	Selected Legal Topics	
LAW 200	Introduction to Corrections	
LAW 270	Probation and Parole	
LAW 320	Criminal Evidence	
LAW 345	Victimology	
LAW 365	Practicum I	
LAW 392	Selected Criminal Justice Topics	
LAW 440	Juvenile Law and Procedures	
LAW 450	Independent Research/Project	
LAW 465	Internship	
LAW 470	Senior Seminar	
LAW 492	Advanced Selected Criminal Justice Topics	

Select any LAW course numbered 500-599	
POL 100	Critical Aspects of Policing I
POL 130	Critical Aspects of Policing 2
POL 150	Police Methods and Operations
PSY 230	Psychology of Communication
PSY 309	Abnormal Psychology
SOC 430	Criminology
SWK 325	Family and Child Welfare
SWK 345	Substance Use and Disorders
SWK 365	Death And Dying
Total Credit Hours	28

NOTE: To fulfill the applied learning requirement, the B.S. in C.J., concentration in administration, will require students to follow Track 2 and take LAW 405 Research Methods and LAW 420 Quantitative Analysis in Criminal Justice. Students in this concentration, with its emphasis on research, do not have to take an internship, but may take one as part of their restricted elective or elective requirements.

## Corrections Concentration

Code	Title	Credit Hours
<b>Concentration Requirements</b>		
LAT 420	Civil Rights Law	3
LAW 200	Introduction to Corrections	3
LAW 270	Probation and Parole	3
LAW 300	Criminal Justice Communications	3
LAW 460	Administration and Planning	3
SOC 430	Criminology	3
Choice of a second major, minor, approved certificate or twelve credit hours of restricted electives from the following:		12
LAT 340	Study Away in Criminal Justice & Legal Studies	
LAT 365	Selected Topics in Peace & Conflict Studies	
LAT 370	Domestic Relations	
LAT 430	Conflict Management	
LAT 492	Selected Legal Topics	
LAW 280	Criminalistics	
LAW 315	Criminal Justice Concepts and Issues	
LAW 320	Criminal Evidence	
LAW 345	Victimology	
LAW 365	Practicum I	
LAW 392	Selected Criminal Justice Topics	
LAW 405	Research Methods	
LAW 420	Quantitative Analysis in Criminal Justice	
LAW 440	Juvenile Law and Procedures	
LAW 450	Independent Research/Project	
LAW 465	Internship	
LAW 470	Senior Seminar	
LAW 492	Advanced Selected Criminal Justice Topics	
Select any LAW course numbered 500-599		

PSY 230	Psychology of Communication
SWK 325	Family and Child Welfare
SWK 345	Substance Use and Disorders
SWK 365	Death And Dying
Total Credit Hours	30

## Juvenile Justice Concentration

Code	Title	Credit Hours
<b>Concentration Requirements</b>		
LAT 370	Domestic Relations	3
LAW 200	Introduction to Corrections	3
LAW 270	Probation and Parole	3
LAW 300	Criminal Justice Communications	3
LAW 440	Juvenile Law and Procedures	3
SOC 430	Criminology	3
Choice of a second major, minor, approved certificate or twelve credit hours of restricted electives from the following:		12
LAT 340	Study Away in Criminal Justice & Legal Studies	
LAT 365	Selected Topics in Peace & Conflict Studies	
LAT 420	Civil Rights Law	
LAT 430	Conflict Management	
LAT 492	Selected Legal Topics	
LAW 280	Criminalistics	
LAW 315	Criminal Justice Concepts and Issues	
LAW 320	Criminal Evidence	
LAW 345	Victimology	
LAW 365	Practicum I	
LAW 392	Selected Criminal Justice Topics	
LAW 405	Research Methods	
LAW 420	Quantitative Analysis in Criminal Justice	
LAW 450	Independent Research/Project	
LAW 460	Administration and Planning	
LAW 465	Internship	
LAW 470	Senior Seminar	
LAW 492	Advanced Selected Criminal Justice Topics	
Select any LAW course numbered 500-599		
PSY 230	Psychology of Communication	
PSY 309	Abnormal Psychology	
SWK 325	Family and Child Welfare	
SWK 345	Substance Use and Disorders	
SWK 365	Death And Dying	
Total Credit Hours		30

## Law Enforcement Concentration

Code	Title	Credit Hours
<b>Concentration Requirements</b>		
LAW 130	Introduction to Policing	3



LAW 140	Traffic Control and Accident Investigation	3
LAW 275	Police Photography	3
LAW 280	Criminalistics	4
LAW 300	Criminal Justice Communications	3
LAW 460	Administration and Planning	3
Choice of a second major, minor, approved certificate or twelve credit hours of restricted electives from the following:		12
LAT 340	Study Away in Criminal Justice & Legal Studies	
LAT 365	Selected Topics in Peace & Conflict Studies	
LAT 370	Domestic Relations	
LAT 420	Civil Rights Law	
LAT 430	Conflict Management	
LAT 492	Selected Legal Topics	
LAW 200	Introduction to Corrections	
LAW 270	Probation and Parole	
LAW 315	Criminal Justice Concepts and Issues	
LAW 320	Criminal Evidence	
LAW 345	Victimology	
LAW 365	Practicum I	
LAW 392	Selected Criminal Justice Topics	
LAW 405	Research Methods	
LAW 420	Quantitative Analysis in Criminal Justice	
LAW 440	Juvenile Law and Procedures	
LAW 450	Independent Research/Project	
LAW 465	Internship	
LAW 470	Senior Seminar	
LAW 492	Advanced Selected Criminal Justice Topics	
Select any LAW course numbered 500-599		
POL 100	Critical Aspects of Policing I	
POL 130	Critical Aspects of Policing 2	
POL 150	Police Methods and Operations	
PSY 230	Psychology of Communication	
PSY 309	Abnormal Psychology	
SOC 430	Criminology	
SWK 325	Family and Child Welfare	
SWK 345	Substance Use and Disorders	
SWK 365	Death And Dying	

Total Credit Hours 31

### Legal Studies Concentration

Code	Title	Credit Hours
<b>Concentration Requirements</b>		
LAT 115	Paralegal Studies	3
LAT 220	Legal Research	3
LAT 225	Litigation	3
LAT 250	Legal Computer Applications	3
LAT 310	Legal Drafting	3

LAT 400	Advanced Legal Research	3
Choice of a second major, minor, approved certificate or twelve credit hours of restricted electives from the following:		
LAT 230	Real Property	
LAT 320	Tort Law	
LAT 340	Study Away in Criminal Justice & Legal Studies	
LAT 360	Probate Law	
LAT 365	Selected Topics in Peace & Conflict Studies	
LAT 370	Domestic Relations	
LAT 420	Civil Rights Law	
LAT 430	Conflict Management	
LAT 492	Selected Legal Topics	
LAW 315	Criminal Justice Concepts and Issues	
LAW 320	Criminal Evidence	
LAW 345	Victimology	
LAW 365	Practicum I	
LAW 392	Selected Criminal Justice Topics	
LAW 405	Research Methods	
LAW 420	Quantitative Analysis in Criminal Justice	
LAW 440	Juvenile Law and Procedures	
LAW 450	Independent Research/Project	
LAW 460	Administration and Planning	
LAW 465	Internship	
LAW 470	Senior Seminar	
LAW 492	Advanced Selected Criminal Justice Topics	
Select any LAW course numbered 500-599		
GBA 211	Business Law I	
GBA 311	Business Law II	
PSY 230	Psychology of Communication	
SWK 325	Family and Child Welfare	
SWK 345	Substance Use and Disorders	
SWK 365	Death And Dying	

Total Credit Hours 18

NOTE: Students must complete a Pre-Post test and Contact Information form prior to graduation. Per ABA program approval guidelines, students with a concentration in legal studies must also complete an exit interview with selected department faculty.

### Graduation Requirements

1. Earn a minimum of 120 credit hours (100 level and higher, maximum of 6 CED credit hours applicable).
2. Earn a minimum of 30 credit hours in upper-division courses. Lower-division transfer courses accepted as meeting upper-division departmental course requirements cannot be used to fulfill this requirement.
3. Earn 30 of the last 45 credit hours at MWSU in institutional coursework (exclusive of credit by examination).
4. Participate in required departmental and campus wide assessments.

- No more than 2 courses with a grade of D permitted in major and concentration coursework.
- Earn an overall GPA of at least 2.0 and a major GPA of at least 2.0.
- Fulfill the Missouri Constitution requirement.

## Social Work (Bachelor of Social Work, B.S.W.) Requirements

Code	Title	Credit Hours
<b>General Studies</b>		
Students must complete General Studies courses (p. 19)		42-47
<b>Major Requirements</b>		
SOC 230	Social Problems	3
SWK 250	Introduction to Social Work	4
SWK 320	Philosophy and Policy in Social Services I	3
SWK 330	Human Behavior and the Social Environment I	3
SWK 340	Human Behavior and the Social Environment II	3
SWK 350	Social Work Practice I	4
SWK 360	Social Work Practice II	3
SWK 415	Social Work Practice III	4
SWK 420	Philosophy and Policy in Social Services II	3
SWK 480	Practicum in Social Work	10
SWK 485	Social Work Practicum Seminar	2
<b>Applied Learning Research Requirement</b>		
Select one of the Applied Learning Research Requirement Options		9
<b>Diversity Requirement</b>		
SOC 400	Racial and Ethnic Relations	3
Select 3 credit hours from the following:		3
EDU 308	Multicultural Education	
PED 222	Human Sexuality	
PSC 317	Gender and Politics	
PSY 222	Psychology of Gender	
REL 250	Religions of East Asia and Oceania	
REL 251	Religions of the West	
REL 252	Religions of South Asia and Africa	
SOC 325	World of Islam: People, Cultures & Societies	
SOC 330	The Family	
<b>Restricted Electives</b>		
Select nine credit hours from the following:		9
LAT 335	Introduction to Mediation	
SWK 260	Introduction to Aging Studies	
SWK 280	Mental Health and Social Work	
SWK 270	Selected Topics in Social Work	
SWK 325	Family and Child Welfare	
SWK 345	Substance Use and Disorders	
SWK 365	Death And Dying	

SWK 425	Bridge to Practicum
SWK 450	Independent Research/Project

### Applied Learning Research Requirement

#### Option 1

Code	Title	Credit Hours
Select one of the following:		
GBA 210	Business Statistics I	3
NUR 314	Quantitative Analysis for Health Care Research	
PSY 300	Introductory Psychological Statistics <sup>1</sup>	
or any other approved statistics course		
SOC 460	Methods of Social Research <sup>2</sup>	3
SWK 465	Advanced Research Project	3
or SOC 465 Advanced Research Project		
Total Credit Hours		9

<sup>1</sup> PSY 200 Intermediate Psychology is a prerequisite for PSY 300 Introductory Psychological Statistics

<sup>2</sup> SOC 460 Methods of Social Research requires a completion of nine credit hours in Sociology with at least three credit hours numbered 300 or higher.

#### Option 2

Code	Title	Credit Hours
LAW 325	Understanding Research in Criminal Justice	3
LAW 405	Research Methods	3
LAW 420	Quantitative Analysis in Criminal Justice	3
Total Credit Hours		9

NOTE: Students are expected to meet the professional and academic standards of conduct.

## Graduation Requirements

- Earn a minimum of 120 credit hours (100 level and above, maximum of 6 CED credit hours applicable).
- Earn a minimum of 30 credit hours in upper division courses. Lower division transfer courses accepted as meeting upper division departmental course requirements cannot be used to fulfill this requirement.
- Earn 30 of the last 45 credit hours at MWSU in institutional course work (exclusive of credit by examination).
- Participate in required departmental and campus wide assessments.
- Earn a grade of C or higher in all SWK prefix coursework in the major.
- Earn an overall GPA of at least 2.5 and a major GPA of at least 2.0.
- Fulfill the Missouri Constitution requirement.

# Criminal Justice (Associate of Science, A.S.)

## Requirements

Code	Title	Credit Hours
<b>General Studies</b>		
Students must complete General Studies courses (p. )		15
<b>Major Requirements</b>		
LAT 101	Introduction to Law	3
LAT 335	Introduction to Mediation	3
LAW 100	Introduction to Criminal Justice	3
LAW 110	Introduction to Juvenile Justice	3
LAW 190	Criminal Investigation	3
LAW 260	Criminal Law	3
LAW 280	Criminalistics	4
LAW 305	Introduction to Theories of Crime	3
LAW 325	Understanding Research in Criminal Justice	3
Select one from the following:		3
MAT 110	Contemporary Problem Solving	
MAT 112	Finite Mathematics	
MAT 116	College Algebra	
PSY 101	General Psychology	3
or SOC 110	Introduction to Sociology	
Select seventeen to eighteen credit hours from the following:		17-18
ENG 108	College Writing and Research	
LAW 130	Introduction to Policing	
LAW 140	Traffic Control and Accident Investigation	
LAW 200	Introduction to Corrections	
LAW 270	Probation and Parole	
LAW 275	Police Photography	
LAW 300	Criminal Justice Communications	
LAW 315	Criminal Justice Concepts and Issues	
LAW 320	Criminal Evidence	
LAW 345	Victimology	
LAW 365	Practicum I	
LAW 392	Selected Criminal Justice Topics	
LAW 410	Intermediate Criminal Law	
LAW 440	Juvenile Law and Procedures	
LAW 460	Administration and Planning	
LAW 465	Internship	
POL 100	Critical Aspects of Policing I	
POL 130	Critical Aspects of Policing 2	
POL 150	Police Methods and Operations	
PSC 101	American National Government	
PSC 110	American State and Local Government	
PSY 101	General Psychology	
PSY 309	Abnormal Psychology	
SOC 110	Introduction to Sociology	

SOC 430	Criminology
SWK 325	Family and Child Welfare
SWK 345	Substance Use and Disorders
SWK 365	Death And Dying

NOTE: Students must complete a Pre-Post test and Contact Information form prior to graduation.

## Graduation Requirements

1. Earn a minimum of 62 credit hours (100 level and above, maximum of 6 CED credit hours applicable).
2. Earn 20 of the last 30 credit hours at MWSU in institutional course work (exclusive of credit by examination).
3. Participate in required departmental and campus wide assessments.
4. No more than 2 courses with a grade of D permitted in major coursework.
5. Earn an overall GPA of at least 2.00 and a major GPA of at least 2.0.
6. Fulfill the Missouri Constitution requirement.

# Legal Assistant (Associate of Science, A.S.)

## Requirements

The Associate of Science degree with a major in Legal Assistant is designed to provide those individuals who have little or no background or training in law with the skills necessary to work in a law office as an assistant to an attorney.

Code	Title	Credit Hours
<b>General Studies</b>		
Students must complete General Studies courses (p. )		15
<b>Major Requirements</b>		
LAT 101	Introduction to Law	3
LAT 115	Paralegal Studies	3
LAT 220	Legal Research	3
LAT 225	Litigation	3
LAT 250	Legal Computer Applications	3
LAT 310	Legal Drafting	3
LAT 400	Advanced Legal Research	3
LAW 365	Practicum I	3
or LAW 465	Internship	
ENG 108	College Writing and Research	3
MAT 110	Contemporary Problem Solving	3
or MAT 112	Finite Mathematics	
or MAT 116	College Algebra	
PSC 101	American National Government	3
<b>Restricted Legal Studies Electives</b>		
Select twelve credit hours from the following:		12
LAT 230	Real Property	
LAT 320	Tort Law	
LAT 335	Introduction to Mediation	
LAT 340	Study Away in Criminal Justice & Legal Studies	

LAT 360	Probate Law
LAT 370	Domestic Relations
LAT 420	Civil Rights Law
LAT 430	Conflict Management
LAT 492	Selected Legal Topics
LAW 320	Criminal Evidence
LAW 465	Internship
GBA 211	Business Law I
GBA 311	Business Law II
SWK 325	Family and Child Welfare
SWK 345	Substance Use and Disorders
SWK 365	Death And Dying

NOTE: Students must complete a Contact Information form prior to graduation. Per ABA program approval guidelines, students must also complete an exit interview with selected department faculty.

## Graduation Requirements

1. Earn a minimum of 62 credit hours (100 level and above, maximum of 6 CED credit hours applicable).
2. Earn 20 of the last 30 credit hours at MWSU in institutional course work (exclusive of credit by examination).
3. Participate in required departmental and campus wide assessments.
4. No more than 2 courses with a grade of D permitted in major coursework.
5. Earn an overall GPA of at least 2.00 and a major GPA of at least 2.0.
6. Fulfill the Missouri Constitution requirement.

## Legal Assistant Certificate Requirements

Code	Title	Credit Hours
<b>Core Requirements</b>		
LAT 101	Introduction to Law	3
LAT 115	Paralegal Studies	3
LAT 220	Legal Research	3
LAT 225	Litigation	3
LAT 250	Legal Computer Applications	3
LAT 310	Legal Drafting	3
LAT 400	Advanced Legal Research	3
LAW 365	Practicum I	3
or LAW 465	Internship	
<b>Restricted Electives</b>		
Select nine credit hours from the following:		9
LAT 230	Real Property	
LAT 320	Tort Law	
LAT 335	Introduction to Mediation	
LAT 340	Study Away in Criminal Justice & Legal Studies	
LAT 360	Probate Law	
LAT 370	Domestic Relations	
LAT 420	Civil Rights Law	
LAT 430	Conflict Management	
LAT 492	Selected Legal Topics	

LAW 320	Criminal Evidence
GBA 211	Business Law I
GBA 311	Business Law II
SWK 325	Family and Child Welfare
SWK 345	Substance Use and Disorders
SWK 365	Death And Dying

NOTE: Students must complete a Contact Information form prior to graduation. Per ABA program approval guidelines, students must also complete an exit interview with selected department faculty.

## Graduation Requirements

1. Earn a minimum of 30 credit hours (100 level and higher, maximum of 6 CED credit hours applicable).
2. Earn 9 of the last 15 credit hours at MWSU in institutional coursework (exclusive of credit by examination).
3. Participate in required departmental and campus wide assessments.
4. No more than 2 courses with a grade of D permitted in major coursework.
5. Earn an overall GPA of at least 2.5.

The Gainful Employment Disclosure for this program may be found here (<https://forms.missouriwestern.edu/finaid/gedt/22.0302-LAGedt.html>).

## Criminal Justice Minor Requirements

Code	Title	Credit Hours
<b>Minor Requirements</b>		
LAW 100	Introduction to Criminal Justice	3
Select one of the following:		3
LAW 110	Introduction to Juvenile Justice	
LAW 130	Introduction to Policing	
LAW 200	Introduction to Corrections	
LAW 260	Criminal Law	3
or LAW 305	Introduction to Theories of Crime	
Select one of the following options:		9
Option 1:		
LAT 101	Introduction to Law	
LAT 335	Introduction to Mediation	
LAT 420	Civil Rights Law	
Option 2:		
Select nine credit hours in Law courses, with six credit hours numbered 300 or higher		
Total Credit Hours		18

NOTE: Students must complete a Contact Information form prior to graduation.

## Graduation Requirements

1. Have a valid and declared major on file (minors cannot be awarded in the same areas as the major, emphasis or concentration).
2. Earn a minimum of 4 credit hours beyond the major, emphasis, concentration and general studies requirements.

3. No more than 2 courses with a grade of D permitted in minor coursework.
4. Earn a minor GPA of at least 2.0.

## Legal Studies Minor Requirements

Code	Title	Credit Hours
<b>Minor Requirements</b>		
LAT 101	Introduction to Law	3
Select six courses from the following:		18
LAT 115	Paralegal Studies	
LAT 220	Legal Research	
LAT 225	Litigation	
LAT 250	Legal Computer Applications	
LAT 310	Legal Drafting	
LAT 335	Introduction to Mediation	
LAT 370	Domestic Relations	
LAT 400	Advanced Legal Research	
Total Credit Hours		21

NOTE: Students must complete a Contact Information form prior to graduation. Per ABA program approval guidelines, students must also complete an exit interview with selected department faculty.

## Graduation Requirements

1. Have a valid and declared major on file (minors cannot be awarded in the same areas as the major, emphasis or concentration).
2. Earn a minimum of 3 credit hours beyond the major, emphasis, concentration and/or general studies requirements.
3. Earn a minor GPA of at least 2.0.

## Department of Education

Dr. Dan Shepherd, Chairperson  
 dshepherd@missouriwestern.edu  
 (816) 271-4366  
 www.missouriwestern.edu/Education (<http://www.missouriwestern.edu/Education>)

### Becoming a Teaching Leader: Taking Responsibility for Student Learning

The Department of Education is concerned with the total process of helping individuals become teachers. Students who wish to become early childhood, elementary or secondary educators learn to understand and utilize the principles of learning, human growth and development, and interpersonal relationships. The department also provides specialized educational experiences in participating elementary, K-12, and secondary schools under the supervision of experienced teachers. The professional training of a prospective teacher is normally scheduled throughout the sophomore, junior, and senior years, culminating with a final professional semester. The four-phase professional education sequence complements a broad education curriculum. A sound command of a major teaching field is integrated throughout the student's four-year program. The Missouri Western State University Teacher Education Program is accredited by the National Council for Accreditation of Teacher Education (NCATE) and approved by the Missouri Department of Elementary and Secondary Education (DESE). The Department of Education offers a major in Early Childhood Education and Elementary Education for the degree of Bachelor of Science in Education. The Bachelor of Science in Education with concentration in secondary education is offered in conjunction with other departments. All degree programs satisfy the appropriate requirements for teacher certification as established by the Missouri Department of Elementary and Secondary Education. To be certified to teach, students must fulfill all degree requirements, achieve a passing score on the appropriate Content Area Assessment as mandated by the Missouri Department of Elementary and Secondary Education, and according to section 168.031 of the Missouri School Laws, present evidence of good moral character.

In accordance with Title II of the 1998 Higher Education Act, MWSU can provide the following information about the teacher education program:

- Program information: Number of students, amount of required supervised practice teaching, and the student-faculty ratio in supervised practice teaching;
- Quality indicators: Performance of students completing the program on initial state licensing and certification assessments in the area of specialization and comparison of quality indicators with other programs in the state;
- State designation: Whether the program has been designated as "low-performing".

For additional or updated information, please refer to the MWSU website.

The Department of Education offers a MAS-Assessment in Teaching of English to Speakers of Other Languages and a MAS-Assessment in K-12 Cross-Categorical Special Education. Please see the Graduate catalog for further information.

### Low Performance in Major Courses

A student will be removed from the Elementary Education and Early Childhood Education Program or denied admission if he/she earns a

total of three Ds or Fs in major courses. Even if a course is repeated, all grades are counted toward this total. The student can appeal removal from or denial of admission to the program to the Teacher Education Admission and Retention Committee (TEARC) but must present evidence of unforeseen circumstances and/or unexpected emergencies. If the appeal to TEARC fails, the student will be allowed to re-enter or be admitted to the teacher education program after a five-year academic holiday and a positive recommendation from TEARC.

### Graduation and Certification Requirements

Upon completion of the following academic requirements the student will be eligible for a State of Missouri Teaching Certificate (PC I) and will be prepared for employment or for graduate study in education or related fields.

1. Minimum grade of C in student teaching. Note that admission to student teaching requires an overall GPA of 2.75 or above, and a GPA of 3.0 or above in the major, content-area classes, and in education courses with no grade lower than a C in any of the required major courses, any required Education courses, and/or required courses in areas of concentration.
2. Completion of degree requirements; overall GPA 2.75; content area GPA 3.0; education course GPA of 3.0 or higher.
3. Passing score on the Content Area Assessment as mandated by the Missouri Department of Elementary and Secondary Education.
4. Successful performance on the Standards-Based Performance Assessment as mandated by the Missouri Department of Elementary and Secondary Education completed upon program entry and exit.

In addition to academic credentials, certification requires appropriate professional conduct, background checks, and fingerprinting. Missouri Law 168.071.1 states, "The State Board of Education may refuse to issue or renew, or may, upon hearing, suspend or revoke a certificate of license to teach (upon conviction of a felony or crime involving moral turpitude by any certificate holder, including any such person employed by a non-public school) if a certificate holder or applicant for a certificate has pleaded or been found guilty of a felony or crime involving moral turpitude under the laws of this State or any State or of the United States, or any other country, whether or not the sentence is imposed." A person fulfilling degree requirements may be eligible to graduate from Missouri Western State University with or without teacher certification.

Note: Special circumstances could result in meeting graduation requirements without certification.

### Admission Admission Requirements

Majors in the department which have admission requirements are listed below. Majors which are not listed on this page do not have specific requirements for admission. Information about the recommended coursework a student might take prior to declaring the major can be obtained from the department.

#### Early Childhood Education

- ACT composite score on file
- Successful completion of the Missouri General Education Assessment (MoGEA)
- Overall GPA of 2.75

- Education course GPA of 3.0
- Content area GPA of 3.0
- Satisfactory completion of EDU 202/203

ACT and MoGEA scores should be received the semester before application for admission to teacher education is made (up to 4 months should be allowed for scores to be processed).

\*Alternative avenues to Teacher Education available for recruitment of historically under-served populations. Contact the Department Chairperson for guidelines and procedures.

## Elementary Education

- ACT composite score on file
- Successful completion of the Missouri General Education Assessment (MoGEA)
- Overall GPA of 2.75
- Education course GPA of 3.0
- Content area GPA of 3.0
- Satisfactory completion of EDU 202/203

ACT and MoGEA scores should be received the semester before application for admission to teacher education is made (up to 4 months should be allowed for scores to be processed).

\*Alternative avenues to Teacher Education available for recruitment of historically under-served populations. Contact the Department Chairperson for guidelines and procedures.

## Secondary Education

- ACT composite score on file
- Successful completion of the Missouri General Education Assessment (MoGEA)
- Overall GPA of 2.75
- Education course GPA of 3.0
- Content area GPA of 3.0
- Satisfactory completion of EDU 202/203

ACT and MoGEA scores should be received the semester before application for admission to teacher education is made (up to 4 months should be allowed for scores to be processed).

\*Alternative avenues to Teacher Education available for recruitment of historically under-served populations. Contact the Department Chairperson for guidelines and procedures.

## Majors

- Early Childhood Education (Bachelor of Science in Education, B.S.E.) (p. 218)
- Early Childhood Education without Certification Option (Bachelor of Science in Education, B.S.E.) (p. 219)
- Elementary Education (Bachelor of Science in Education, B.S.E.) (p. 219)
- Elementary Education without Certification Option (Bachelor of Science in Education, B.S.E.) (p. 221)

## Certification

- Secondary Education (p. 222)

## Minors

- Childhood Studies Minor (p. 255)
- Cognitive Science Minor (p. 256)
- Gender and Power Studies Minor (p. 256)

## Courses Education (EDU)

### EDU 101 Speed Reading Credits: 2

**Typically Offered:** Departmental Discretion.

**Course Description:** Designed to improve the skills, speed, and comprehension of those individuals who feel a need for such improvement in school, professional, business, or recreational pursuits. Open to both regularly enrolled students and any interested individual.

### EDU 110 Education Orientation Workshop Credits: 0

**Typically Offered:** Fall, Spring, Summer.

**Course Description:** This course is an introduction to the education assessment system. This course should be taken concurrently with your first EDU course at MWSU. If you take EDU202 at MWSU you will not need to enroll in this course. The course fee is \$110.

### EDU 140 Child Development Credits: 8

**Typically Offered:** Departmental Discretion.

**Course Description:** Help child care providers enhance the quality of child care by becoming aware of developmentally appropriate practices for working with children. (Meets the seminar hours required for CDA credential. Will not meet requirement for elementary education major.)

### EDU 200 Transition Topics in Education Credits: 1

**Typically Offered:** Departmental Discretion.

**Course Description:** Transition Topics in Education enables students who took an earlier version of an education course to receive required state content for teacher certification including: data analysis, differentiated instruction, ELL instruction, and deepened content in reading instruction.

### EDU 202 Introduction to Education Credits: 3

**Typically Offered:** Fall, Spring.

**Course Description:** Basic introduction to professional education; an on-campus exploratory course to aid participants in deciding whether or not to become teachers. The course also provides the basic information and attitude development necessary for successful teaching. A focused introduction will be provided in the appropriate instruction of English Language Learners. Students in this course are required to take the Missouri Educator Profile (MEP). This course must be taken concurrently with EDU 203. **Prerequisite(s):** A grade of C or higher in either ENG 104 and ENG 108, or ENG 112.

### EDU 203 Participation in Teaching I Credits: 1

**Typically Offered:** Fall, Spring.

**Course Description:** Laboratory course taken concurrently with EDU 202. During this off-campus experience, the participant serves as a teacher assistant. This exploratory course provides concrete exposure to teaching, students, and the school. Graded pass/fail. To be taken concurrently with EDU 202.

### EDU 225 Educational Psychology Credits: 3

**Typically Offered:** Fall, Spring, Summer.

**Course Description:** Principles of general psychology applied to the total educational process. Special emphasis is given to learning theories, student motivation, and individual differences. The course also includes a strong emphasis on assessment, student data, and data-based decision-making and cultural diversity. **Prerequisite(s):** Credit or concurrent enrollment in EDU 202 and EDU 203.

**EDU 283 Introduction to Research Methods in Education Credits: 1-2**  
**Typically Offered:** Departmental Discretion.

**Course Description:** Introduction to basic research in education. Individual and team projects involving methods for solving education-related research problems. **Prerequisite(s):** Departmental approval.

**EDU 300 Introduction to Early Childhood Education Credits: 3**  
**Typically Offered:** Fall, Spring.

**Course Description:** An introduction to the field of Early Childhood education- age's birth to 3rd grade. A review of the history, philosophy, policies, issues, and trends. Child growth and development, play-based practices and developmentally appropriate practices will be emphasized. Curriculums will be reviewed. **Prerequisite(s):** EDU 202.

**EDU 303 Experience in Teaching II Credits: 2**  
**Typically Offered:** Fall, Spring.

**Course Description:** Continuation of the off-campus experiences in cooperating schools as teacher associates. To be taken concurrently with EDU 304 (and EDU 375 for elementary). **Prerequisite(s):** Elementary Education majors: Formal admission to Teacher Education, EDU 310, EDU 320, EDU 351, EDU 360 and credit or concurrent enrollment in EDU 330 and EDU 340. Secondary Education majors: Completion of the content methods course required for the major.

**EDU 304 Applied Methods and Management Credits: 3**  
**Typically Offered:** Fall, Spring.

**Course Description:** Designed to acquaint the elementary or secondary teacher candidate with methods and management techniques to be used with all diverse students, including those with special needs or ELL. Special attention will be provided to working well with cultural diversity and with the appropriate instruction of English Language Learners. **Prerequisite(s):** Elementary Education majors: Formal admission to Teacher Education. Secondary Education majors: Completion of the content methods course required for the major.

**EDU 308 Multicultural Education Credits: 3**  
**Typically Offered:** Fall, Spring.

**Course Description:** Historical and contemporary analyses of educational policies that incorporate ethnic, religious, and linguistic minorities through selected presentations, text readings and field experiences. The teacher candidate will gain awareness of diversity and develop a theoretical understanding of diversity through investigations of diversity within the local community and the creation of an action plan to address diversity issues within his/her classroom. Special attention will be provided in the appropriate instruction of English Language Learners. **Prerequisite(s):** EDU 202.

**EDU 310 Introduction to Reading Credits: 3**  
**Typically Offered:** Fall, Spring.

**Course Description:** An introductory course to the philosophy and techniques associated with a holistic approach to the teaching of reading in the elementary school. Elementary Education majors must take this course concurrently with EDU 320. **Prerequisite(s):** Admission to Education.

**EDU 311 Secondary Reading Techniques Credits: 3**  
**Typically Offered:** Fall, Spring.

**Course Description:** Techniques of teaching reading comprehension and writing strategies to middle and high school students. **Prerequisite(s):** Admission to Education. Special Reading concentration candidates must have completed EDU 310 and EDU 320.

**EDU 312 Secondary Reading Techniques Practicum Credits: 1**  
**Typically Offered:** Fall, Spring.

**Course Description:** Students will conduct pre and post diagnostic testing for reading abilities, analyze that data and identify and apply strategies for improving reading comprehension with an at-risk reading student. Students will tutor an at-risk reader two hours per week and create a course portfolio. To be taken concurrently with EDU 311. **Prerequisite(s):** Admission to the Education Department.

**EDU 313 Family, Community, and Schools: Partnering for Young Children Credits: 3**

**Typically Offered:** Fall, Spring.

**Course Description:** This course is designed to identify and explore how early childhood educators can empower young children and their families by using resources that support the development of positive home, school, and community relationships. An emphasis will be placed on developing communication strategies that can be used with families from diverse backgrounds. **Prerequisite(s):** EDU 300.

**EDU 314 Issues & Trends in the Education of Young Children and the Management of Programs for Young Children Credits: 3**

**Typically Offered:** Fall, Spring.

**Course Description:** This course will allow the teacher candidate to develop the skill needed to effectively develop and manage programs for young children in the community or school setting. Meeting federal, state, and local program guidelines will be a focus. **Prerequisite(s):** EDU 300.

**EDU 315 Psychology and Education of the Exceptional Child Credits: 3**  
**Typically Offered:** Fall, Spring, Summer.

**Course Description:** This course is a survey of issues related to the identification and teaching of exceptional students. All state federally defined categories of disability will be addressed by definition, etiology, prevalence, school law, civil rights law and curriculum and teaching issues. Topics will include curriculum and instruction modifications and adaptations as well as behavior management and discipline. **Prerequisite(s):** EDU 202 and EDU 203; declared minors in Childhood Studies are exempt from EDU 202 and EDU 203 as prerequisites.

**EDU 316 Organizing, Developing, and Managing Environments for Young Children Credits: 3**

**Typically Offered:** Fall, Spring.

**Course Description:** This course will develop health and safety skills, assist in planning DAP programming, develop managerial skills, evaluate the need for advocacy related to child care environments. Field-based work with infants/toddlers required. **Prerequisite(s):** EDU 300 and Admission to Education.

**EDU 320 Language Arts Methods Credits: 2**  
**Typically Offered:** Fall, Spring.

**Course Description:** A course designed to help elementary teachers view reading, writing, listening, and speaking from a holistic, integrated perspective. In addition, methods in teaching handwriting, grammar, spelling, and vocabulary will be covered. This course must be taken concurrently with EDU 310. Elementary education majors may not take the course until officially admitted to the Teacher Education Program. **Prerequisite(s):** Admission to the Education Department.



**EDU 330 Science Methods in Early Childhood, Elementary, and Middle School Credits: 3****Typically Offered:** Fall, Spring.**Course Description:** For teachers in early childhood, middle and elementary school to emphasize methodology, strategies, materials, curriculum development of elementary science, and scientific method through research projects. **Prerequisite(s):** PHS 230. Elementary education majors may not take the course until officially admitted to the Teacher Education Program.**EDU 331 Instructional Media and Technology Credits: 2****Typically Offered:** Departmental Discretion.**Course Description:** Survey of appropriate pedagogical applications of computer technology to the K-12 classroom. Emphasis on the use of the internet in the classroom and the local development of electronic instructional materials. Basic word processing skills assumed. Two hours lecture, one hour lab. **Prerequisite(s):** Admission to the Education Department.**EDU 332 Teaching in the Integrated Areas Credits: 3****Typically Offered:** Fall, Spring.**Course Description:** This course is designed to use current methods and materials for teaching children through art, drama, music, health, and movement. **Prerequisite(s):** Admission to the Education program.**EDU 333 Science and Social Studies for Young Children Credits: 3****Typically Offered:** Fall, Spring.**Course Description:** Instructional strategies for teaching science and social studies in birth through grade 3. Examination of the role of the educator in creating learning environments and providing developmentally appropriate curriculum. **Prerequisite(s):** EDU 300 and admission to the Education department.**EDU 334 Play-Based Instruction Credits: 3****Typically Offered:** Fall, Spring.**Course Description:** This course enables students to observe and understand children's play while gaining knowledge and skills needed to promote play as a way to meet fundamental learning standards in content areas (Health, Safety, Movement, Drama, Art, Science, Social Studies, and Nutrition.) The role of the teacher in using effective strategies, materials, and activities to support and encourage play is emphasized. Field-base work is required. **Prerequisite(s):** EDU 300 and admission to the Education department.**EDU 340 Social Studies Methods for the Elementary and Middle School Teacher Credits: 3****Typically Offered:** Fall, Spring.**Course Description:** General Survey course of skills, concepts, methodologies, strategies, and curriculum development of elementary social studies and economics; includes inquiry learning, problem solving, current events, interpretation of pictures, charts, graphs, tables, maps, and time lines, and location and evaluation of information.**Prerequisite(s):** PSC 101, GEO 100, and either HIS 140 or HIS 150. Elementary education majors may not take the course until officially admitted to the Teacher Education Program.**EDU 342 Evaluation of Abilities and Achievement Credits: 2****Typically Offered:** Fall.**Course Description:** Principles and techniques of administration, application, and interpretation of tests, test results, and data.**Prerequisite(s):** EDU 315.**EDU 344 Early Childhood Assessment Credits: 3****Typically Offered:** Spring.**Course Description:** An overview of the philosophy, issues, and assessment/evaluation instruments appropriate for use with children from birth - grade 3. Students will demonstrate principles and techniques of administration, application and interpretation of assessment instruments to individual children and groups of young children. Program evaluation tools will be discussed. Using data to guide curriculum decisions for both individuals and groups will be emphasized. A field-experience with infants/toddlers and/or pre-K/Kindergarten children is a part of this course. **Prerequisite(s):** EDU 300 and Admission to the Education Department.**EDU 348 Language Development for Educators Credits: 3****Typically Offered:** Fall, Spring.**Course Description:** This course provides an overview of language development from birth through high school. Topics covered include: theoretical approaches, developmental milestones, language analysis/assessment, multi-cultural perspectives, written language development, and speech and language issues faced by children with developmental delayed/exceptional needs. Students will become familiar with research-based instructional techniques/strategies in oral, written, and adaptive language. **Prerequisite(s):** EDU 300 and Admission to the Education Department.**EDU 351 Mathematics Methods for Early Childhood and Elementary Educators Credits: 3****Typically Offered:** Fall, Spring.**Course Description:** Mathematical methodologies, strategies, materials, and curriculum development in early childhood and elementary education. **Prerequisite(s):** A grade of C or higher in MAT 352 and admission to the Education Department.**EDU 352 Introduction to Cross-Categorical Disabilities Credits: 3****Typically Offered:** Fall.**Course Description:** This course will survey legislation and litigation that control the identification and delivery of services to mild/moderate cross categorical special education students and will include the referral process, the IEP, and placement decisions. Historical and current critical issues of the field will be discussed. Definitions, characteristics, eligibility criteria, theoretical approaches and etiology of students with learning disabilities, behavior disorders, mental retardation or physical and other health impairments will be studied. **Prerequisite(s):** Admission to the Education Department and EDU 315.**EDU 355 Teaching Students with Deficits in Mathematics Credits: 3****Typically Offered:** Spring.**Course Description:** This course focuses on teaching students-whether formally identified for special education services or whether struggling in the regular classroom setting without accommodations-with mathematics deficits. A special emphasis will be placed on research-based instructional methodologies and developmentally appropriate approaches to math instruction. Similar emphasis will be placed on differentiation and both formative and summative assessment for significant student progress in this content area. **Prerequisite(s):** EDU 315 and EDU 351.

**EDU 357 Introduction to Early Childhood Special Education: Curriculum Development Credits: 3****Typically Offered:** Departmental Discretion.**Course Description:** This course is designed to introduce the student to special education in general and the unique field of early childhood special education. Students will become familiar with the major principles of the law related to special education services. Students will have the opportunity to design appropriate program and implementation plans for young children with special needs ages 0-5. The importance of parent and family partnerships based on the family systems model will be presented. Students will have the opportunity to observe early intervention programs and evaluate those settings relative to their knowledge of appropriate practice. The course will survey a range of disabilities affecting young children, including cognitive, behavioral, speech/language, sensory, orthopedic, and health impairments.**Prerequisite(s):** EDU 300 and EDU 315.**EDU 359 Infants and Toddlers Credits: 2****Typically Offered:** Departmental Discretion.**Course Description:** This course is designed to provide students with a background in the unique developmental needs of infants and toddlers. Students will become familiar with developmental needs and milestones of infants and toddlers and be able to relate that knowledge to planning appropriate environments and learning activities for infants and toddlers. Relevant brain research will provide insights into the importance of the early years. Communicating and teaming with families will be stressed, as well as the provision of services within relationships that are sensitive to cultural diversity. **Prerequisite(s):** EDU 202 and EDU 203.**EDU 360 Assessing and Individualizing Reading Credits: 3****Typically Offered:** Fall, Spring.**Course Description:** Acquaints the classroom teacher with philosophy, theories, pertinent studies and findings, and test instruments aiding perception and analysis of performance levels and behaviors in learning to read; develops expertise in determining the strengths and weaknesses of each pupil and the casual relationship of the total reading performance pattern; develops observation and evaluation skills to study, develop, and utilize selected evaluation instruments for adapting class methods and materials to the needs of students. Includes an off-campus applied learning experience. **Prerequisite(s):** Credit or concurrent enrollment in EDU 310 and admission to the Education Department.**EDU 370 Behavior Management Credits: 2****Typically Offered:** Fall.**Course Description:** Designed to provide classroom management skills for teaching both large groups and small classes of exceptional students. The course will focus on theories of applied behavioral analysis and its application for effective teaching. Behavior modification, cognitive behavior management, self-management, and social skills training will be included. **Prerequisite(s):** EDU 202 and EDU 203.**EDU 374 Literacy Development in Early Childhood Credits: 3****Typically Offered:** Fall, Spring.**Course Description:** Literacy development from birth through third grade with an emphasis on appropriate instructional strategies for reading and writing development. Includes suitable children's literature for use in instruction and current assessment techniques used to measure young children's literacy development. Taken concurrently with EDU 391 and EDU 392.**EDU 375 Teaching Reading in the Elementary School Credits: 3****Typically Offered:** Fall, Spring.**Course Description:** An application level course focused on investigating children's literacy development in the context of balanced literacy program. Student will plan, teach, and evaluate a sequence of reading and language arts lessons, managing both small and large groups of children. To be taken concurrently with EDU 303 and EDU 304.**EDU 380 Reading Approaches/Phonics Credits: 1****Typically Offered:** Departmental Discretion.**Course Description:** Teaching reading through the sound/symbol relationship. **Prerequisite(s):** EDU 310 or EDU 311.**EDU 381 Reading Approaches/Linguistic Credits: 1****Typically Offered:** Departmental Discretion.**Course Description:** Teaching reading through word and sentence structure. **Prerequisite(s):** EDU 310 or EDU 311.**EDU 382 Reading Approaches/Enrichment Credits: 1****Typically Offered:** Departmental Discretion.**Course Description:** Using literature, story telling, dramatics, and creative writing to enrich the reading experience. **Prerequisite(s):** EDU 310 or EDU 311.**EDU 383 Reading Approaches/Language Experience Credits: 1****Typically Offered:** Departmental Discretion.**Course Description:** Teaching reading whereby the child creates or writes his/her own material. This method capitalizes on the relationship between reading and the other language developments of the child.**Prerequisite(s):** EDU 310 or EDU 311.**EDU 384 Reading Approaches/Individualized Credits: 1****Typically Offered:** Departmental Discretion.**Course Description:** Teaching reading whereby the student is directed to select his/her own reading material. **Prerequisite(s):** EDU 310 or EDU 311.**EDU 385 Reading Approaches/Basal Reader Credits: 1****Typically Offered:** Departmental Discretion.**Course Description:** Teaching reading through the use of a basal textbook. **Prerequisite(s):** EDU 310 or EDU 311.**EDU 386 Career Education and Transition in Special Education Credits: 2****Typically Offered:** Fall.**Course Description:** Investigating the philosophy and methods for helping exceptional students make the transition from school to work and self-sufficiency. **Prerequisite(s):** EDU 315.**EDU 391 Curriculum Methods and Materials in Early Childhood Education Credits: 3****Typically Offered:** Spring.**Course Description:** Integration of methods and classroom processes in classroom settings. Includes theory, research, and practice related to professional teaching and learning of young children. Curriculum for infants, toddlers, and preschoolers will be emphasized, play, classroom design, and collaborative techniques. **Prerequisite(s):** EDU 315, EDU 333, EDU 334, EDU 348, EDU 351, EDU 360, and EDU 370.**EDU 392 Experience in Early Childhood Education Credits: 2****Typically Offered:** Fall, Spring.**Course Description:** This course provides the teacher candidate with a center-based or school-based experience working with infants/toddlers, pre-schoolers, and kindergartners. The student will complete a minimum of 60 contact hours. To be taken concurrently with EDU 374.

**EDU 400 Seminar in Early Childhood Education and Human Relations Credits: 3****Typically Offered:** Fall, Spring.**Course Description:** Studies philosophical, ethical, and legal problems related to early childhood education; explores instructional strategies, general methodology, classroom management, evaluation procedures, and interpersonal relations applied to teaching. To be taken concurrently with EDU 462.**EDU 403 Seminar in Elementary Education and Human Relations Credits: 3****Typically Offered:** Fall, Spring.**Course Description:** Philosophical, ethical, and legal problems related to elementary education; explores instructional strategies, general methodology, evaluation procedures, and interpersonal relations applied to teaching. To be taken concurrently with EDU 408.**EDU 404 Seminar in Secondary Education and Human Relations Credits: 3****Typically Offered:** Fall, Spring.**Course Description:** Philosophical, ethical, and legal problems related to secondary education instructional and assessment strategies, including classroom and laboratory experiences and data-analysis; considers interpersonal relations as applied to teaching all diverse students, including those with special needs or ELL. Special attention will be provided to working well with cultural diversity and with the appropriate instruction of English Language Learners. **Prerequisite(s):** EDU 303 and EDU 304.**EDU 408 Elementary Student Teaching III Credits: 9****Typically Offered:** Fall, Spring.**Course Description:** A semester of clinical experience in an off-campus situation under a certified cooperating teacher. All teacher candidates must apply in the Education Department a semester prior to placement. To be taken concurrently with EDU 403. **Prerequisite(s):** EDU 303 and EDU 304. Must have passed the appropriate Content Area Assessment in the area of certification.**EDU 409 Secondary Student Teaching III Credits: 9****Typically Offered:** Fall, Spring.**Course Description:** A semester of clinical experience in an off-campus situation under a certified cooperating teacher. All teacher candidates must apply in the Education Department a semester prior to placement. To be taken concurrently with EDU 404. **Prerequisite(s):** A minimum 3.0 GPA in major field, approval from the major department, EDU 303, EDU 304, and special methods course in the major. Must have passed the appropriate Content Area Assessment in the area of certification.**EDU 410 Student Teaching IV Credits: 6****Typically Offered:** Departmental Discretion.**Course Description:** On-campus course designed for the experienced teacher. Activities will include micro-teaching and human relations training. Not open to baccalaureate degree candidates. **Prerequisite(s):** One full academic year of teaching experience plus a bachelor's degree.**EDU 411 Methods of Teaching the Student with Cross-Categorical Disabilities Credits: 3****Typically Offered:** Spring.**Course Description:** This course is oriented toward the application of classroom practices, teaching strategies, affective interventions, and instructional modifications to be used with students who are cognitively deficient, learning disabled, behaviorally disordered, and physically or otherwise health impaired. A focus on assistive technology is also included. To be taken concurrently with EDU 426 and EDU 427.**Prerequisite(s):** EDU 303, EDU 304, EDU 315 and EDU 352.**EDU 420 Counseling Techniques/Parents Credits: 2****Typically Offered:** Spring.**Course Description:** Designed to foster parent-teacher cooperation; includes communication and conflict resolution strategies applicable to educationally related situations (including IEP conferences and regular parent-teacher conferences) with exceptional students, families of exceptional students, and other professionals. **Prerequisite(s):** EDU 315.**EDU 426 Experience in Teaching Secondary Students with Cross-Categorical Disabilities Credits: 3****Typically Offered:** Spring.**Course Description:** Off-campus experience teaching secondary students with cross-categorical disabilities in cooperating schools as a teacher associate. **Prerequisite(s):** EDU 303, EDU 304, and credit or concurrent enrollment in EDU 411.**EDU 427 Experience in Teaching Elementary Students with Cross-Categorical Disabilities Credits: 3****Typically Offered:** Spring.**Course Description:** Off-campus experience teaching elementary students with cross-categorical disabilities in cooperating schools as a teacher associate. **Prerequisite(s):** EDU 303, EDU 304, and credit or concurrent enrollment in EDU 411.**EDU 430 Teaching Students with Reading Deficits Credits: 3****Typically Offered:** Fall, Spring.**Course Description:** Literacy assessment techniques and interventions for upper elementary, middle, and high school students with reading deficits. **Prerequisite(s):** EDU 310 or EDU 311 and credit or concurrent enrollment in EDU 360.**EDU 450 Independent Research/Project Credits: 1-6****Typically Offered:** Fall, Spring.**Course Description:** Investigation of a research problem, project, or topic on an individual conference basis. **Prerequisite(s):** Declared Elementary Education major, a minimum of 3.0 GPA in major field, and departmental approval.**EDU 461 Experience in Early Childhood Special Education Credits: 2****Typically Offered:** Fall, Spring.**Course Description:** Off-campus experiences in teaching the young handicapped infant, toddler, and preschool child in cooperating schools and/or private agencies. **Prerequisite(s):** EDU 303, EDU 304, EDU 357, EDU 375 and credit or concurrent enrollment in EDU 391.**EDU 462 Early Childhood Student Teaching III Credits: 9****Typically Offered:** Fall, Spring.**Course Description:** A semester of clinical experience in an off-campus situation under a certified cooperating teacher. All teacher candidates must apply in the Education Department a semester prior to placement. To be taken concurrently with EDU 400. **Prerequisite(s):** EDU 314 and EDU 392.**EDU 470 English Language Learners Practicum Credits: 3****Typically Offered:** Fall, Spring.**Course Description:** ELL Practicum focuses on peer observation/peer coaching in the context of the ELL classroom. **Prerequisite(s):** ENG 232, TSL 467, TSL 468, and TSL 469.

**EDU 483 Practicum I in Reading: Diagnosis of Reading Difficulties****Credits: 3****Typically Offered:** Fall, Spring.

**Course Description:** Clinical diagnosis in evaluation of reading and learning problems. One hour lecture, three hours lab. Course can only be taken on MWSU campus. Practicum arranged. Application must be submitted to the Director of Placement for approval. **Prerequisite(s):** EDU 310 and EDU 360.

**EDU 484 Practicum II in Reading: Remediation of Reading Difficulties****Credits: 3****Typically Offered:** Fall, Spring.

**Course Description:** Clinical treatment of identified reading and learning problems. One hour lecture, three hours lab. Course can only be taken on MWSU's campus. Practicum arranged. Application must be submitted to the Director of Placement for approval. **Prerequisite(s):** Credit or concurrent enrollment in EDU 312 and EDU 375.

**EDU 490 Applied Education Practices Credits: 1-9****Typically Offered:** Departmental Discretion.

**Course Description:** Workshops developed in selected areas in accordance with student interest.

## Teaching Second Language (TSL)

**TSL 459 Policy, Curriculum, and Instruction for ELLs Credits: 3****Typically Offered:** Fall, Spring.

**Course Description:** This course will enhance current and future teachers' understanding of the issues and consequences related to designing effective educational services for English Language learners. Students will explore the legal requirements, policy issues, curriculum development, program management, and different program models, including, but not limited to: English immersion, sheltered English, content-based transitional bilingual, and dual language. **Prerequisite(s):** A grade of C or higher in EDU 202, EDU 203, and EDU 308.

**TSL 467 Second Language Acquisition Credits: 3****Typically Offered:** Departmental Discretion.

**Course Description:** A study of the theories of second language acquisition, specifically those related to the teaching of English as a second or foreign language. Subtopics include bilingualism, cognitive factors, communicative factors, personality factors, sociocultural factors, learning theory, models of language acquisition, strategies used by adults and children in acquiring a second or third language and the application of these factors to the ELL and foreign language learning situations. **Prerequisite(s):** Admission to the Education Department, a grade of C or higher in either ENG 232 or EDU 348.

**TSL 468 Methods of Teaching Second Language Students Credits: 3****Typically Offered:** Departmental Discretion.

**Course Description:** Students will design effective lessons which integrate language and content area objectives through authentic, collaborative, culturally relevant, and scaffolded learning experiences based on state/national standards. **Prerequisite(s):** Admission to the Education Department.

**TSL 469 Materials and Assessment for ELL Credits: 3****Typically Offered:** Departmental Discretion.

**Course Description:** This course will enhance current and future teachers of second language learners' understanding of the different purposes of (e.g. diagnostic, formative/summative, language proficiency, academic achievement) and issues in (e.g. fairness, validity, reliability, and practicality) assessing ELLs. This course has a strong emphasis in applied learning. **Prerequisite(s):** A grade of C or higher in TSL 468.

## Early Childhood Education (Bachelor of Science in Education, B.S.E.)

The Department of Education faculty is committed to the professional preparation of teachers for employment in elementary education programs. The goals are to prepare teachers who are:

- Classroom leaders, professionally prepared to accept responsibility for student learning (MWSU Conceptual Framework);
- Highly knowledgeable in their cognitive areas (MoSPE/MWSU/INTASC Standards);
- Skilled in the techniques and methods of teaching across a diverse student population (MoSPE/MWSU/INTASC Standards);
- Practiced in the application of six domains of positive teacher dispositions (MWSU Disposition).

## Requirements

Code	Title	Credit Hours
<b>General Studies</b>		
Students must complete General Studies courses (p. 19)		42-47
<b>Major Requirements</b>		
EDU 202	Introduction to Education	3
EDU 203	Participation in Teaching I	1
EDU 225	Educational Psychology	3
EDU 300	Introduction to Early Childhood Education	3
EDU 308	Multicultural Education	3
EDU 310	Introduction to Reading	3
EDU 313	Family, Community, and Schools: Partnering for Young Children	3
EDU 314	Issues & Trends in the Education of Young Children and the Management of Programs for Young Children	3
EDU 315	Psychology and Education of the Exceptional Child	3
EDU 316	Organizing, Developing, and Managing Environments for Young Children	3
EDU 332	Teaching in the Integrated Areas	3
EDU 333	Science and Social Studies for Young Children	3
EDU 334	Play-Based Instruction	3
EDU 344	Early Childhood Assessment	3
EDU 348	Language Development for Educators	3
EDU 351	Mathematics Methods for Early Childhood and Elementary Educators	3
EDU 360	Assessing and Individualizing Reading	3
EDU 370	Behavior Management	2
EDU 374	Literacy Development in Early Childhood	3
EDU 391	Curriculum Methods and Materials in Early Childhood Education	3
EDU 392	Experience in Early Childhood Education	2
EDU 400	Seminar in Early Childhood Education and Human Relations	3

EDU 462	Early Childhood Student Teaching III	9
PED 380	Rhythms and Creative Movement for Elementary School	3
PED 392	Child Growth and Motor Development	3
PSY 140	Psychological Development of Children and Adolescents for Educators	3
SWK 325	Family and Child Welfare	3

NOTE: In addition to the above major coursework, students may be required to take an Orientation Workshop, EDU 110. Also, upon Education Department determination, some students will be required to enroll in EDU 200 for state certification requirements.

## The Professional Semester - Early Childhood

A student enrolled in Early Childhood Student Teaching will assume the daily teaching schedule of the cooperating teacher.

Early Childhood Student Teaching (EDU 462 Early Childhood Student Teaching III) is to be taken during the student’s senior year. Seminar in Early Childhood Education & Human Relations (EDU 400 Seminar in Early Childhood Education and Human Relations) is to be taken concurrently with Early Childhood Student Teaching. A passing score on the appropriate Content Area Assessment is required before enrollment in EDU 400 Seminar in Early Childhood Education and Human Relations and EDU 462 Early Childhood Student Teaching III.

Course work during the professional education semester is usually limited to EDU 400 Seminar in Early Childhood Education and Human Relations and EDU 462 Early Childhood Student Teaching III. Petition for any additional course work must be submitted to the Education Department in the semester prior to Student Teaching.

## Graduation Requirements

1. Earn a minimum of 120 credit hours, (100 level and higher, maximum of 6 CED credit hours applicable).
2. Earn a minimum of 30 credit hours in upper-division courses. Lower-division transfer courses accepted as meeting upper-division departmental course requirements cannot be used to fulfill this requirement.
3. Earn 30 of the last 45 credit hours at MWSU in institutional coursework (exclusive of credit by examination).
4. Participate in required departmental and campus wide assessments.
5. Earn a grade of C or higher in all major coursework.
6. Earn an overall GPA of at least 2.75, a major GPA of 3.0 and a minimum 3.0 GPA in Education coursework.
7. Fulfill the Missouri Constitution requirement.

## Early Childhood Education without Certification Option (Bachelor of Science in Education, B.S.E.)

### Requirements

Early Childhood Education majors lacking only EDU 400 Seminar in Early Childhood Education and Human Relations (3 credits) and EDU 462 Early

Childhood Student Teaching III (9 credits) may choose a B.S.E. in Early Education Degree without certification option.

Early Childhood Education majors short of hours may complete the program by choosing any course(s) from the Childhood Studies minor or approved by the Education Department.

NOTE:

- No passed Education courses may be repeated.
- Education courses must be passed at a C or higher.
- Election of the B.S.E. in Early Childhood Education without certification option must be approved by the Department Chairperson.

## Graduation Requirements

1. Earn a minimum of 120 credit hours (100 level and higher, maximum of 6 CED credit hours applicable).
2. Earn a minimum of 30 credit hours in upper-division courses. Lower-division transfer courses accepted as meeting upper-division departmental course requirements cannot be used to fulfill this requirement.
3. Earn 30 of the last 45 credit hours at MWSU in institutional coursework (exclusive of credit by examination).
4. Participate in required departmental and campus wide assessments.
5. Earn a grade of C or higher in all major coursework.
6. Earn an overall GPA of at least 2.0 and a major GPA of at least 2.0.
7. Fulfill the Missouri Constitution requirement.

## Elementary Education (Bachelor of Science in Education, B.S.E.)

The Department of Education faculty is committed to the professional preparation of teachers for employment in elementary education programs. The goals are to prepare teachers who are:

- Classroom leaders, professionally prepared to accept responsibility for student learning (MWSU Conceptual Framework);
- Highly knowledgeable in their cognitive areas (MoSPE/MWSU/INTASC Standards);
- Skilled in the techniques and methods of teaching across a diverse student population (MoSPE/MWSU/INTASC Standards);
- Practiced in the application of six domains of positive teacher dispositions (MWSU Disposition).

## Requirements

Code	Title	Credit Hours
<b>General Studies</b>		
Students must complete General Studies courses (p. 19)		42-47
<b>Major Requirements</b>		
EDU 202	Introduction to Education <sup>1</sup>	3
EDU 203	Participation in Teaching I <sup>1</sup>	1
EDU 225	Educational Psychology	3
EDU 303	Experience in Teaching II <sup>1</sup>	2
EDU 304	Applied Methods and Management <sup>1</sup>	3
EDU 308	Multicultural Education	3
EDU 310	Introduction to Reading	3

EDU 315	Psychology and Education of the Exceptional Child <sup>1</sup>	3
EDU 320	Language Arts Methods	2
EDU 330	Science Methods in Early Childhood, Elementary, and Middle School	3
EDU 332	Teaching in the Integrated Areas	3
EDU 340	Social Studies Methods for the Elementary and Middle School Teacher	3
EDU 351	Mathematics Methods for Early Childhood and Elementary Educators	3
EDU 360	Assessing and Individualizing Reading	3
EDU 370	Behavior Management	2
EDU 375	Teaching Reading in the Elementary School	3
EDU 403	Seminar in Elementary Education and Human Relations <sup>1</sup>	3
EDU 408	Elementary Student Teaching III <sup>1,2</sup>	9
EDU 430	Teaching Students with Reading Deficits	3
ENG 403	Literature for Children	3
MAT 352	Mathematics for Elementary and Middle School Teachers I	3
PHS 230	Physical Science for Elementary Teachers	3
PSY 140	Psychological Development of Children and Adolescents for Educators	3

**Concentration**

Select an area of concentration

<sup>1</sup> Course is within the Professional Sequence.<sup>2</sup> See Professional Semester for prerequisites and requirements.

NOTE: In addition to the above major coursework, students may be required to take an Orientation Workshop, EDU 110. Also, upon Education Department determination, some students will be required to enroll in EDU 200 for state certification requirements.

## The Professional Semester - Elementary Education

A student enrolled in Elementary Student Teaching will assume the daily teaching schedule of the cooperating teacher.

Elementary Student Teaching (EDU 408 Elementary Student Teaching III) is to be taken during the student's senior year. Seminar in Elementary Education and Human Relations (EDU 403 Seminar in Elementary Education and Human Relations) is to be taken concurrently with Elementary Student Teaching. A passing score on the Content Area Assessment is required before enrollment in EDU 403 Seminar in Elementary Education and Human Relations or EDU 408 Elementary Student Teaching III.

Course work during the professional education semester is usually limited to EDU 403 Seminar in Elementary Education and Human Relations and EDU 408 Elementary Student Teaching III. Petition for any additional course work must be submitted to the Education Department in the semester prior to Elementary Student Teaching.

## The Area of Concentration

The elementary major must also select one area of concentration from a possible set of six areas to broaden one's expertise in at least one area. The requirements for each subject concentration are determined by the MWSU Education Department in consultation with the various academic departments.

Five of the concentration areas also yield an additional teaching certification (called an added endorsement) approved by the Missouri Department of Elementary and Secondary Education. Those five areas are:

1. Mild-Moderate Cross Categorical Disabilities (K-12);
2. Early Childhood-Special Education (birth to grade 3);
3. Early Childhood Education (birth to grade 3);
4. Special Reading (K-12); and
5. English Language Learners (ELL) (K-12).

The General Concentration will consist of 12 total credits of coursework with 6 credits in Education that is not part of the elementary major requirements and 6 additional credits of any coursework not already counted as General Studies or elementary major coursework.

## Added Endorsements for Certified Areas of Concentration (Missouri Certification Required)

### Mild-Moderate Cross Categorical Disabilities (K-12)

Code	Title	Credit Hours
<b>Concentration Requirements</b>		
EDU 342	Evaluation of Abilities and Achievement	2
EDU 348	Language Development for Educators	3
EDU 352	Introduction to Cross-Categorical Disabilities	3
EDU 355	Teaching Students with Deficits in Mathematics	3
EDU 370	Behavior Management	2
EDU 386	Career Education and Transition in Special Education	2
EDU 411	Methods of Teaching the Student with Cross-Categorical Disabilities	3
EDU 420	Counseling Techniques/Parents	2
EDU 426	Experience in Teaching Secondary Students with Cross-Categorical Disabilities	3
EDU 427	Experience in Teaching Elementary Students with Cross-Categorical Disabilities	3

<sup>1</sup> Elementary Education Degree Requirement

### Early Childhood-Special Education (birth to grade 3)

Code	Title	Credit Hours
<b>Concentration Requirements</b>		
EDU 342	Evaluation of Abilities and Achievement	2
EDU 357	Introduction to Early Childhood Special Education: Curriculum Development	3

EDU 411	Methods of Teaching the Student with Cross-Categorical Disabilities	3
EDU 420	Counseling Techniques/Parents	2
EDU 461	Experience in Early Childhood Special Education	2

TSL 459	Policy, Curriculum, and Instruction for ELLs	3
TSL 467	Second Language Acquisition	3
TSL 468	Methods of Teaching Second Language Students	3
TSL 469	Materials and Assessment for ELL	3

### Early Childhood Education (birth to grade 3)

Code	Title	Credit Hours
<b>Concentration Requirements</b>		
EDU 300	Introduction to Early Childhood Education	3
EDU 344	Early Childhood Assessment	3
EDU 348	Language Development for Educators	3
EDU 374	Literacy Development in Early Childhood	3

<sup>1</sup> Elementary Education Degree Requirement

### Special Reading (K-12)

Code	Title	Credit Hours
<b>Concentration Requirements</b>		
EDU 311	Secondary Reading Techniques	3
EDU 312	Secondary Reading Techniques Practicum	1
EDU 342	Evaluation of Abilities and Achievement	2
EDU 348	Language Development for Educators	3
EDU 370	Behavior Management <sup>1</sup>	2
EDU 420	Counseling Techniques/Parents	2
EDU 483	Practicum I in Reading: Diagnosis of Reading Difficulties	3
EDU 484	Practicum II in Reading: Remediation of Reading Difficulties	3
EDU 521	Teaching Students with Reading Deficits	3
ENG 503	Literature for Children	3

NOTE: Candidate applies for certification after 2 years of classroom teaching experience.

<sup>1</sup> Elementary Education Degree Requirement

### English Language Learners (ELL) (K-12)

Code	Title	Credit Hours
<b>General Requirements</b>		
A valid Missouri permanent professional certificate or license to teach		
<b>Concentration Requirements</b>		
EDU 311	Secondary Reading Techniques	3
EDU 308	Multicultural Education	3
or COM 342	Intercultural Communication	
EDU 430	Teaching Students with Reading Deficits	3
EDU 470	English Language Learners Practicum	3
ENG 232	Language Awareness	3
or EDU 348	Language Development for Educators	

### General Concentration

Code	Title	Credit Hours
Any six university credits not already taken as General Studies or in the Elementary major		
Any six Education Department credits not already required for the Elementary major		

### Graduation Requirements

- Earn a minimum of 120 credit hours, (100 level and higher, maximum of 6 CED credit hours applicable).
- Earn a minimum of 30 credit hours in upper-division courses. Lower-division transfer courses accepted as meeting upper-division departmental course requirements cannot be used to fulfill this requirement.
- Earn 30 of the last 45 credit hours at MWSU in institutional coursework (exclusive of credit by examination).
- Participate in required departmental and campus wide assessments.
- Earn a grade of C or higher in all major and concentration coursework.
- Earn an overall GPA of at least 2.75, a major GPA of 3.0 and a minimum 3.0 GPA in Education coursework.
- Fulfill the Missouri Constitution requirement.

### Elementary Education without Certification Option (Bachelor of Science in Education, B.S.E.)

#### Requirements

Elementary Education majors lacking only EDU 403 Seminar in Elementary Education and Human Relations (3 credits) and EDU 408 Elementary Student Teaching III (9 credits) may choose a B.S.E. in Elementary Education degree without certification option.

Elementary Education majors short of hours may complete the program by choosing from the following categories:

Category A: Any course(s) from the Childhood Studies minor.

Category B: Any course(s) selected from the certified areas of concentration within Elementary Education.

NOTE:

- No passed Education courses may be repeated.
- Education courses must be passed at a C or higher.
- Election of the B.S.E. in Elementary Education without certification option must be approved by the Department Chairperson.

### Graduation Requirements

- Earn a minimum of 120 credit hours (100 level and higher, maximum of 6 CED credit hours applicable).

2. Earn a minimum of 30 credit hours in upper-division courses. Lower-division transfer courses accepted as meeting upper-division departmental course requirements cannot be used to fulfill this requirement.
3. Earn 30 of the last 45 credit hours at MWSU in institutional coursework (exclusive of credit by examination).
4. Participate in required departmental and campus wide assessments.
5. Earn a grade of C or higher in all major coursework.
6. Earn an overall GPA of at least 2.0 and a major GPA of at least 2.0.
7. Fulfill the Missouri Constitution requirement.

## Secondary Education

The Department of Education has an overall objective of providing secondary schools with the best possible teachers by providing secondary education graduates who are capable of:

- Classroom leaders, professionally prepared to accept responsibility for student learning (MWSU Conceptual Framework);
- Highly knowledgeable in their cognitive areas (MoSPE/MWSU/INTASC Standards);
- Skilled in the techniques and methods of teaching across a diverse student population (MoSPE/MWSU/INTASC Standards);
- Practiced in the application of six domains of positive teacher dispositions (MWSU Disposition).

Secondary Missouri teacher certification is available for grades 9 to 12 in most academic fields. In art, music, physical education and foreign languages, certification is available for kindergarten to grade 12. Students must have a grade-point average of 3.0 on a 4.0 scale in their content area and in education coursework and an overall GPA of 2.75.

Each of the following requirements must be met:

1. Admission to Teacher Education Program;
2. Satisfactory completion of General Studies Requirements. See below;
3. Satisfactory completion of requirements for the major in the subject to be taught (art, biology, chemistry, English, French, mathematics, music, physical education, social sciences, Spanish, speech & theatre). See department of the major for more information.

## The Professional Sequence

Code	Title	Credit Hours
PSY 140	Psychological Development of Children and Adolescents for Educators	3
EDU 202	Introduction to Education	3
EDU 203	Participation in Teaching I	1
EDU 225	Educational Psychology	3
EDU 303	Experience in Teaching II	2
EDU 304	Applied Methods and Management	3
EDU 311	Secondary Reading Techniques	3
EDU 315	Psychology and Education of the Exceptional Child	3
EDU 404	Seminar in Secondary Education and Human Relations	3
EDU 409	Secondary Student Teaching III	9

EDU 430	Teaching Students with Reading Deficits <sup>1</sup>	3
Total Credit Hours		36

<sup>1</sup> Not required for Secondary K-12 programs.

## The Professional Semester

Secondary Student Teaching III (EDU 409 Secondary Student Teaching III) is to be taken during the senior year. Seminar in Secondary Education and Human Relations (EDU 404 Seminar in Secondary Education and Human Relations) is taken concurrently with Secondary Student Teaching III. This semester is designated as a professional education semester. A passing score on the Content Area Assessment is required before enrollment in EDU 404 Seminar in Secondary Education and Human Relations or EDU 409 Secondary Student Teaching III.

Course work during the professional education semester is usually limited to EDU 404 Seminar in Secondary Education and Human Relations and EDU 409 Secondary Student Teaching III. Petition for any additional coursework must be submitted to the Coordinator of Clinical Experiences in the semester prior to Secondary Student Teaching III. If granted, approval will be endorsed by the cooperating teacher to whom the student is assigned.

Students enrolled in Secondary Student Teaching III will assume the daily teaching schedule of the cooperating teacher.



## Department of Health, Physical Education & Recreation

Dr. Justin Kraft, Chairperson  
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Missouri Western's Department of Health, Physical Education, and Recreation educates and prepares students to engage in careers across the health, sport, recreation, and fitness spectrum. What sets us apart is our commitment to high-impact applied learning experiences. Students will engage in a variety of hands-on learning experiences both in the classroom and professional settings.

The department offers two undergraduate degrees, Physical Education and Recreation Sport Management.

Undergraduates interested in health and fitness can complete a degree in physical education with concentrations in Health/Exercise Science, Personal and Commercial Fitness, Physical Education Teacher Education, or Physical Education General. Health/Exercise Science students are prepared to pursue careers in sports medicine (pre-physical therapy, pre-athletic training, pre-chiropractic) and a variety of clinical settings as well as personal and commercial fitness settings. Physical Education concentrations prepare students for careers as teachers and coaches.

The multi-billion dollar sport and tourism industries translate into an expanded job market for students interested in Recreation Sport Management. Students majoring in Recreation Sport Management select either a Recreation Management or Sport Management concentration.

Students may satisfy general education requirements in category five by taking PED 101 Fitness and Wellness, and one activity course. The Fitness and Wellness course acquaints students with basic knowledge, understanding, and importance of lifelong physical activity and fitness. Students with disabilities that restrict them from the regular activity program may enroll in PED 110 Adaptive Activities as often as needed. Participating in this course will satisfy the general education activity requirement.

### Partnerships with Graduate Programs

Missouri Western maintains partnerships that provide students the opportunity for early review and preferred acceptance into the Masters of Athletic Training at University of Nebraska Omaha, Masters of Occupational Therapy at Rockhurst University or Doctorate in Physical Therapy at Rockhurst University. Additional details can be obtained through the MWSU Department of Health, Physical Education, and Recreation or visit <https://www.missouriwestern.edu/hper>.

### Attention Physical Therapist Assistants

Students who have completed the PTA degree are encouraged to complete a Bachelor of Science in Physical Education, Health and Exercise Science concentration or Personal and Commercial Fitness concentration.

## Admission

### Admission Requirements

Majors in the department which have admission requirements are listed below. Majors which are not listed on this page do not have specific requirements for admission. Information about the recommended coursework a student might take prior to declaring the major can be obtained from the department.

### Recreation Sport Management

Students must have an ACT of 18 or higher. In addition, a GPA of 2.2 or higher after 60 hours of course work and completed courses in Category One of General Studies with a C or higher.

## Majors

- Physical Education (Bachelor of Science, B.S.) (p. 231)
- Recreation Sport Management (Bachelor of Science, B.S.) (p. 233)

## Certification

- Certification in Health Education (p. 235)

## Minors

- Athletic Coaching Minor (p. 234)
- Childhood Studies Minor (p. 255)
- Gender and Power Studies Minor (p. 256)
- Leadership Minor (p. 258)
- Recreation Sport Management Minor (p. 234)
- Wellness Minor (p. 235)

## Courses

### Physical Education (PED)

**PED 100 Introduction to Health, Physical Education and Recreation**

**Credits: 3**

**Typically Offered:** Departmental Discretion.

**Course Description:** Introduction to fields of study in Health and Exercise, Physical Education and Recreation Sport Management. Basic information about the different possible career opportunities as well as professional organization affiliations.

**PED 101 Fitness and Wellness Credits: 3****Typically Offered:** Fall, Spring, Summer.

**Course Description:** Develops knowledge and skill in obtaining optimal health fitness through nutrition, stress management, cardiorespiratory endurance, recognition of risk factors for heart disease, and musculoskeletal development. Two hours lecture, two hours lab. Students must enroll in the lecture and one of the following seven PED 101 labs: 1) Aquatic Conditioning - Designed to instruct students in a variety of aquatic exercises to develop overall muscular strength, muscular endurance, flexibility, and cardiovascular fitness. Swimming skills not needed. 2) General Physical Conditioning - Designed to instruct students in a variety of physical exercise activities to develop overall muscular strength, muscular endurance, flexibility and cardiovascular fitness. 3) Fitness Swimming - Designed to instruct students in a swimming program to develop overall muscular strength and muscular endurance, flexibility and cardiovascular fitness. Must be at Intermediate swimming level and higher. 4) Jogging - Designed to instruct students in a jogging program to develop overall muscular strength, muscular endurance, flexibility and cardiovascular fitness. 5) Rhythmic Aerobics - Designed to instruct students in a variety of choreographed exercise routines to music to develop overall muscular strength, muscular endurance, flexibility and cardiovascular fitness. 6) Strength Training - Designed to instruct students in weight resistant activities to develop overall muscular strength, muscular endurance, and flexibility. 7) Walking for Fitness and Weight Control - Designed to instruct students in a walking exercise program to develop overall muscular strength, muscular endurance, flexibility and cardiovascular fitness.

**PED 110 Adaptive Activities Credits: 1****Typically Offered:** Departmental Discretion.

**Course Description:** A program of activities adapted to the needs of the handicapped and physically restricted student. This class may be repeated for credit with permission of the Coordinator of Adaptive Activities. Meets General Studies Category 5, Line 2 physical activity course.

**PED 111 Beginning Curling Credits: 1****Typically Offered:** Departmental Discretion.

**Course Description:** Introduction to the sport of curling, including sport specific skills of delivering the stone, and sweeping as well as cognitive skills of scoring, types of shots, and strategy. May be taken up to four times for credit. Meets General Studies Category 5, Line 2 physical activity course.

**PED 112 Beginning Racquetball Credits: 1****Typically Offered:** Departmental Discretion.

**Course Description:** A beginner's course of instruction in the basic skills of racquetball, including the techniques of singles and doubles play. Student must furnish racquet and a new can of racquetballs. May be taken up to four times for credit. Meets General Studies Category 5, Line 2 physical activity course.

**PED 113 Beginning Soccer Credits: 1****Typically Offered:** Spring.

**Course Description:** Introduction to the sport of soccer, including sport specific skills, strategies, rules. Meets General Studies Category 5, Line 2 Physical activity course. May be repeated up to 4 times for credit.

**PED 116 Beginning Bait and Fly Casting Credits: 1****Typically Offered:** Departmental Discretion.

**Course Description:** Introduction to sport fishing. Emphasizes casting skills, methods of fishing, fish habitat, conservation practices, and lure making. Field trip may be required. Meets General Studies Category 5, Line 2 physical activity course.

**PED 117 Beginning Riflery and Trap Shooting Credits: 1****Typically Offered:** Departmental Discretion.

**Course Description:** Instruction in recreational shooting. Emphasizes firearms safety; rifle and shotgun trap marksmanship, particular stress on range practice; methods and techniques of reloading ammunition and cleaning firearms. Students must provide own ammunition. Meets General Studies Category 5, Line 2 physical activity course.

**PED 118 Beginning Bowling Credits: 1****Typically Offered:** Departmental Discretion.

**Course Description:** House fee required. Meets General Studies Category 5, Line 2 physical activity course.

**PED 119 Beginning Golf Credits: 1****Typically Offered:** Departmental Discretion.

**Course Description:** Students must furnish four new golf balls. Meets General Studies Category 5, Line 2 physical activity course.

**PED 120 Beginning Tennis Credits: 1****Typically Offered:** Departmental Discretion.

**Course Description:** Students must furnish racquet and one can of new tennis balls. May be taken up to four times for credit. Meets General Studies Category 5, Line 2 physical activity course.

**PED 121 Beginning Badminton Credits: 1****Typically Offered:** Departmental Discretion.

**Course Description:** Students must furnish three new shuttlecocks. Meets General Studies Category 5, Line 2 physical activity course.

**PED 122 Beginning Orienteering: Map and Compass Credits: 1****Typically Offered:** Departmental Discretion.

**Course Description:** An exciting new recreational sport which combines use of map and compass with physical activity; combines several styles of orienteering with practice on actual courses. Meets General Studies Category 5, Line 2 physical activity course.

**PED 123 Beginning Judo Credits: 1****Typically Offered:** Departmental Discretion.

**Course Description:** Student must furnish gi. Meets General Studies Category 5, Line 2 physical activity course.

**PED 124 Beginning Survival and Primitive Living Credits: 1****Typically Offered:** Departmental Discretion.

**Course Description:** Instruction in preparing for environmental emergencies with emphasis on the psychological aspect of survival situations and establishment of priorities for sustaining life in an environmental emergency. An overnight experience is required. Meets General Studies Category 5, Line 2 physical activity course.

**PED 127 Beginning Archery Credits: 1****Typically Offered:** Departmental Discretion.

**Course Description:** Introduction to target and field archery. Emphasizes shooting technique and various types of archery games and competition. Students must furnish a matched set of six arrows. Meets General Studies Category 5, Line 2 physical activity course.

**PED 128 Beginning Backpacking Credits: 1****Typically Offered:** Departmental Discretion.

**Course Description:** Instruction in backpacking. Emphasizes equipment orientation, personal conduct within the natural environment, clothing and shelter, preservation of wilderness area integrity, safety, foods, and cooking. Course includes on-the-trail instruction and practicum. All equipment furnished by the department. Meets General Studies Category 5, Line 2 physical activity course.

**PED 130 Beginning Swimming Credits: 1**

**Typically Offered:** Departmental Discretion.

**Course Description:** Basic skills in swimming. Swim suit required. Non-swimmers only. Meets General Studies Category 5, Line 2 physical activity course.

**PED 131 Lifeguard Training Credits: 1**

**Typically Offered:** Departmental Discretion.

**Course Description:** Provides minimum skills training for a person to qualify to serve as a lifeguard. **Prerequisite(s):** Be at least 15 years old, able to swim 500 yards continuously using side stroke, front crawl, and breast stroke. Each stroke demonstrated a minimum of 100 yards. Surface dive to 8 - 12 feet and recover a 10-pound brick. Tread water for 2 minutes with arms across chest (legs only). Meets General Studies Category 5, Line 2 physical activity course.

**PED 132 Intermediate Swimming Credits: 1**

**Typically Offered:** Departmental Discretion.

**Course Description:** Development of swimming strokes. Swim suit required. Meets General Studies Category 5, Line 2 physical activity course. **Prerequisite(s):** Ability to swim.

**PED 135 Skin and Scuba Diving Credits: 1**

**Typically Offered:** Departmental Discretion.

**Course Description:** Techniques and safety for skin and scuba diving. Swim suit and special fee required. May be taken up to four times for credit. Meets General Studies Category 5, Line 2 physical activity course. **Prerequisite(s):** Above-average ability to swim.

**PED 137 Water Safety Instructor Credits: 1**

**Typically Offered:** Departmental Discretion.

**Course Description:** Water safety techniques as prescribed by the American Red Cross; W.S.I. Certification for those who qualify. Swim suit required. **Prerequisite(s):** Be at least 17 years of age at the end of the course, able to pass the pre-course written test and skills test. The written test is taken from the Community Water Safety and/or Swimming and Diving Text (Chapters 2 and 13). The skills test involves rescue skills and stroke evaluation. Meets General Studies Category 5, Line 2 physical activity course.

**PED 138 Beginning Canoeing Credits: 1**

**Typically Offered:** Departmental Discretion.

**Course Description:** Practical instruction in canoeing. Emphasizes safety and techniques. On-the-water experiences are integral with instruction. Students must be able to swim. Meets General Studies Category 5, Line 2 physical activity course.

**PED 139 Beginning Skiing Credits: 1**

**Typically Offered:** Departmental Discretion.

**Course Description:** Development of basic skills in downhill (Alpine) and/or cross country skiing. Special fee required. Meets General Studies Category 5, Line 2 physical activity course.

**PED 140 Beginning Ice Skating Credits: 1**

**Typically Offered:** Departmental Discretion.

**Course Description:** Special fee required. Meets General Studies Category 5, Line 2 physical activity course.

**PED 141 Beginning Karate Credits: 1**

**Typically Offered:** Departmental Discretion.

**Course Description:** Students must furnish gi. Meets General Studies Category 5, Line 2 physical activity course.

**PED 142 Hap Ki Do Credits: 1**

**Typically Offered:** Departmental Discretion.

**Course Description:** A martial art activity with emphasis on self-defense. Students must furnish gi. Meets General Studies Category 5, Line 2 physical activity course.

**PED 144 Beginning Recreation Games Credits: 1**

**Typically Offered:** Departmental Discretion.

**Course Description:** Shuffleboard, table tennis, horseshoes, croquet, and others. Meets General Studies Category 5, Line 2 physical activity course.

**PED 145 Aerobic Dance Credits: 1**

**Typically Offered:** Departmental Discretion.

**Course Description:** An activity course in which students' cardiovascular endurance is developed through continuous rhythmic exercise and dance set to music. May be taken up to four times for credit. Meets General Studies Category 5, Line 2 physical activity course.

**PED 146 Beginning Social Dance Credits: 1**

**Typically Offered:** Departmental Discretion.

**Course Description:** Meets General Studies Category 5, Line 2 physical activity course.

**PED 147 Beginning Ballet Credits: 1**

**Typically Offered:** Departmental Discretion.

**Course Description:** Introduction to ballet with emphasis on developing style, the basics of body alignment, arm placement, footwork and expressiveness. Students must furnish ballet shoes. Meets General Studies Category 5, Line 2 physical activity course.

**PED 153 Beginning Modern Dance Credits: 1**

**Typically Offered:** Departmental Discretion.

**Course Description:** Students must furnish leotard. Meets General Studies Category 5, Line 2 physical activity course.

**PED 156 Beginning Tap Dance Credits: 1**

**Typically Offered:** Departmental Discretion.

**Course Description:** Students must furnish tap shoes. Meets General Studies Category 5, Line 2 physical activity course.

**PED 157 Dance Choreography Credits: 1**

**Typically Offered:** Departmental Discretion.

**Course Description:** Designed to teach principles and fundamental dance skills for use in choreography assignments relating to time, space, energy, group relationships, and performance techniques. The choreography is especially relevant to vocal music, musical theatre, and concert dance. Two hours lab. Meets General Studies Category 5, Line 2 physical activity course.

**PED 158 Intercollegiate Sports I Credits: 1**

**Typically Offered:** Departmental Discretion.

**Course Description:** Intercollegiate athletic team members who are on the men's basketball, men's football, women's basketball, women's soccer, women's volleyball teams and cheer squad only. May be taken up to four times for credit. Meets General Studies Category 5, Line 2 physical activity course.

**PED 159 Intercollegiate Sports II Credits: 1**

**Typically Offered:** Departmental Discretion.

**Course Description:** Intercollegiate athletic team members who are on the men's baseball, men's cross country, men's golf, men's indoor track, men's outdoor track, women's cross country, women's golf, women's indoor track, women's outdoor track, women's tennis, or women's softball teams only. May be taken up to four times for credit. Meets General Studies Category 5, Line 2 physical activity course.

**PED 160 Dance Participation Credits: 1****Typically Offered:** Departmental Discretion.**Course Description:** Open to any individual interested in developing higher level skills in dance performance through participation in the Missouri Western State University Dance Company. May be taken up to four times for credit. Meets General Studies Category 5, Line 2 physical activity course. **Prerequisite(s):** Consent of dance company sponsor.**PED 171 Beginning Cave Exploring Credits: 1****Typically Offered:** Departmental Discretion.**Course Description:** Introduction to the sport of spelunking. Emphasizes safety aspects and appreciation of cave ecology. Course includes caving trips. Equipment furnished by the department. Meets General Studies Category 5, Line 2 physical activity course.**PED 172 Intermediate Cave Exploring Credits: 1****Typically Offered:** Departmental Discretion.**Course Description:** Continuation of PED 171. Involves intermediate activities in spelunking: reading cave maps, basic vertical techniques, basic rescue techniques, and discussions in cave geology. Course includes caving trips. Most equipment furnished by the department. Special fee required. Meets General Studies Category 5, Line 2 physical activity course. **Prerequisite(s):** PED 171.**PED 175 Beginning Volleyball Credits: 1****Typically Offered:** Departmental Discretion.**Course Description:** Meets General Studies Category 5, Line 2 physical activity course.**PED 180 Pilates Credits: 1****Typically Offered:** Departmental Discretion.**Course Description:** A progressive activity where students learn proper body alignment and techniques for integration into movement with emphasis on lower back and abdominal strength. May be taken up to four times for credit. Meets General Studies Category 5, Line 2 physical activity course.**PED 181 Beginning Crossfit Credits: 1****Typically Offered:** Fall, Spring.**Course Description:** This course will teach students the basic Olympic lifts and gymnastic movements of Crossfit. It will teach lifetime fitness through general physical conditioning. May be repeated up to four times for credit. Meets General Studies Category 5, Line 2 physical activity course.**PED 182 Yoga Credits: 1****Typically Offered:** Departmental Discretion.**Course Description:** Gaining personal power through the daily use of Kundalini Yoga is an integrated approach offering Kriya (designed physical movements), Pranayama (breathing practices), Dharana (concentration) and Dhyana (meditation) and gong vibration relaxation. The goal of the class is to deepen the qualities of attention and concentration and to increase physical and mental stamina in physical performance and practice settings. Meets General Studies Category 5, Line 2 physical activity course.**PED 185 Beginning Weight Training and Conditioning Credits: 1****Typically Offered:** Departmental Discretion.**Course Description:** May be taken up to four times for credit. Meets General Studies Category 5, Line 2 physical activity course.**PED 186 Aerobic Fitness Credits: 1****Typically Offered:** Departmental Discretion.**Course Description:** May be taken up to four times for credit. Meets General Studies Category 5, Line 2 physical activity course.**PED 187 Beginning Cycling Credits: 1****Typically Offered:** Departmental Discretion.**Course Description:** Students must furnish bicycle. Meets General Studies Category 5, Line 2 physical activity course.**PED 188 Wilderness Canoeing Credits: 1****Typically Offered:** Departmental Discretion.**Course Description:** Comprehensive course in flatwater and river canoeing; emphasizes whitewater paddling technique and personal conduct in wilderness environments; includes wilderness camping skills and expedition dynamics. Class is usually held in Minnesota, South Missouri, or Arkansas. Meets General Studies Category 5, Line 2 physical activity course.**PED 189 Beginning Pistol and Skeet Credits: 1****Typically Offered:** Departmental Discretion.**Course Description:** Pistol and skeet marksmanship, emphasizing range practice; methods and techniques of reloading ammunition and cleaning firearms. Students must provide own ammunition. Meets General Studies Category 5, Line 2 physical activity course.**PED 190 Adult Physical Fitness Credits: 1****Typically Offered:** Fall, Spring.**Course Description:** An activity course in which student's knowledge of high level wellness is developed through participation in discussion and physical activity programs. Designed as a class for returning students to be taught concurrently with the adult physical fitness class in Continuing Education. Meets General Studies Category 5, Line 2 physical activity course.**PED 191 Foundations of Physical Education Credits: 3****Typically Offered:** Fall, Spring.**Course Description:** Historic and philosophic analysis of physical education emphasizing physical education as an academic discipline, professional opportunities, and associated fields. Recommended for freshmen.**PED 192 Independent Physical Activity Credits: 1****Typically Offered:** Fall, Spring.**Course Description:** This course will involve independent physical activity tracking which will be monitored by the instructor. You will be required to purchase a physical activity tracker. May be repeated up to four times for credit. Meets General Studies Category 5, Line 2 physical activity course.**PED 193 Special Weight Training Class for Athletes Only Credits: 1****Typically Offered:** Departmental Discretion.**Course Description:** Limited to members of MWSU Intercollegiate Athletic Teams and Cheer Squad only. May be taken one time only for credit. Meets General Studies Category 5, Line 2 physical activity course.**PED 219 Intermediate Golf Credits: 1****Typically Offered:** Departmental Discretion.**Course Description:** Students must furnish four new golf balls. Meets General Studies Category 5, Line 5 physical activity course. **Prerequisite(s):** PED 119.**PED 222 Human Sexuality Credits: 3****Typically Offered:** Fall.**Course Description:** Physiological, psychological, sociological, behavioral, and clinical aspects of sexuality. Topics will be addressed over the life span and will include controversial issues.

**PED 240 Methods of Teaching Lifetime Activities for Secondary Physical Education Credits: 3****Typically Offered:** Fall.**Course Description:** Presents Teaching Methodology - develops knowledge and skills in lifetime activities. May require additional off campus meetings for applied teaching experiences.**PED 241 Concepts of Sport Activities Credits: 3****Typically Offered:** Fall, Spring.**Course Description:** Presents Teaching Methodology - develops knowledge and skills in the team sports of basketball, flag football, soccer, and volleyball. May require additional off campus meetings for applied teaching experiences.**PED 246 Concepts of Dance and Gymnastics Credits: 3****Typically Offered:** Fall.**Course Description:** Presents teaching methodology and develops knowledge and skills in social, folk, and square dance, stunts and tumbling, and apparatus gymnastics. May require additional off-campus meetings.**PED 250 Intermediate Ice Skating Credits: 1****Typically Offered:** Departmental Discretion.**Course Description:** Continuation of PED 140. Emphasizes ice skating as a leisure activity for a lifetime. Special fee required. Meets General Studies Category 5, Line 2 physical activity course.**PED 253 Intermediate Modern Dance Credits: 1****Typically Offered:** Departmental Discretion.**Course Description:** Students must furnish leotard. Meets General Studies Category 5, Line 2 physical activity course. **Prerequisite(s):** PED 153.**PED 283 Introduction to Research Methods in Physical Education Credits: 1-2****Typically Offered:** Departmental Discretion.**Course Description:** Introduction to basic research in physical education. Individual and team projects involving methods for solving physical education-related research problems. **Prerequisite(s):** Consent of the department.**PED 294 Drug Education Credits: 3****Typically Offered:** Spring.**Course Description:** This course addresses the concepts of drug use, drug misuse and drug abuse as they pertain to prescribed medications as well as illicit substances. Over the counter preparations are included, as well as the more commonly encountered drugs in the school setting.**PED 303 Kinesiology Credits: 3****Typically Offered:** Fall, Spring.**Course Description:** Analyzes movement through the study of anatomical structures and mechanical principles of the human body; applicable to elementary, secondary, and adult populations. **Prerequisite(s):** A grade of C or higher in BIO 250.**PED 304 Physiology of Exercise Credits: 3****Typically Offered:** Fall, Spring.**Course Description:** Basic physiology applied to physical education and the training of athletes; applicable to elementary, secondary, and adult populations. Three hours lecture, one hour lab. **Prerequisite(s):** BIO 250 with a C or higher.**PED 305 First Aid: Responding to Emergencies Credits: 3****Typically Offered:** Fall, Spring, Summer (odd-numbered years).**Course Description:** Designed to provide the knowledge and skills necessary to help sustain life and minimize the consequences of injury or sudden illness until advanced medical care arrives. Participants will be able to identify and eliminate potentially hazardous conditions, recognize emergencies and make appropriate decision for first aid care. Optional Certification in: Adult CPR/AED, Pediatric CPR and First Aid.**PED 306 Sport Safety Training Credits: 3****Typically Offered:** Fall, Spring, Summer (even-numbered years).**Course Description:** Designed to provide the knowledge and skills necessary to help provide a safe environment for athletes while participating in sports and, in an emergency, to help sustain life and minimize the consequences of injury or sudden illness until advanced medical care arrives. Participants will be able to identify and eliminate potentially hazardous conditions, recognize emergencies and make appropriate decision for first aid care. Optional Certification in: Adult CPR/AED, Pediatric CPR and First Aid.**PED 310 Principles and Administration of Coaching Credits: 2****Typically Offered:** Departmental Discretion.**Course Description:** Provides insight into the coaching profession; includes developing a professional approach to coaching ethics, psychology of athletics, staff selection, public relations, administration of duties (scheduling, eligibility, reports, purchasing, care of facilities), and appreciation for non-technical aspects of the total job. **Prerequisite(s):** Junior standing.**PED 311 Coaching and Officiating of Football Credits: 2****Typically Offered:** Spring (odd-numbered years).**Course Description:** Theory, fundamentals, and officiating of football; includes team selection, organization, and strategies from the coaching and officiating standpoints. Officiating in intramurals may be required. Two hours lecture, one hour lab. May require additional off-campus meetings.**PED 312 Coaching and Officiating of Basketball Credits: 2****Typically Offered:** Fall.**Course Description:** Theory, fundamentals, and officiating of basketball; includes team selection, organization, and strategies from the coaching and officiating standpoints. Officiating in Intramurals may be required. Two hours lecture, one hour lab.**PED 313 Coaching and Officiating of Baseball and Softball Credits: 2****Typically Offered:** Fall (odd-numbered years).**Course Description:** Theory, fundamentals, and officiating of baseball and softball; includes team selection, organization, and strategies from the coaching and officiating standpoints. Officiating in Intramurals may be required. Two hours lecture, one hour lab. May require additional off-campus meetings.**PED 314 Coaching and Officiating of Track and Field Credits: 2****Typically Offered:** Spring (even-numbered years).**Course Description:** Theory, fundamentals, and officiating of track and field; includes team selection, organization, and strategies from the coaching and officiating standpoints. Officiating in Intramurals may be required. Two hours lecture, one hour lab. May require additional off-campus meetings.

**PED 315 Coaching and Officiating of Volleyball Credits: 2****Typically Offered:** Spring.**Course Description:** Theory, fundamentals, and officiating of volleyball; includes team selection, organization, and strategies from the coaching and officiating standpoints. Officiating in Intramurals may be required. Two hours lecture, one hour lab. May require additional off-campus meetings.**PED 316 Coaching and Officiating of Wrestling Credits: 2****Typically Offered:** Departmental Discretion.**Course Description:** Theory, fundamentals, and officiating in wrestling; includes team selection, organization, and strategies from the coaching and officiating standpoints. Officiating in Intramurals may be required. Two hours lecture, one hour lab. May require additional off-campus meetings.**PED 317 Principles of Strength Training and Conditioning Credits: 3****Typically Offered:** Fall, Spring.**Course Description:** Fundamentals in the development of strength and conditioning programs for a variety of populations. Includes the physiological bases of strength development, identification of specific exercises to develop strength, proper technique, and periodized programming for maximal development. Two hours lecture, two hours lab. May require additional off-campus meetings.**PED 318 Principles of Aerobic Training Credits: 2****Typically Offered:** Fall.**Course Description:** Fundamentals in the development of aerobic programs for a variety of populations: includes the physiological bases of aerobic development, identification of specific exercises and activities to develop aerobic power, proper technique, identify contraindicated exercises, and programming for maximal development of aerobic power. May require additional off-campus meetings.**PED 319 Coaching and Officiating of Soccer Credits: 2****Typically Offered:** Spring.**Course Description:** Theory, fundamentals, and officiating of soccer includes FIFA laws of the Game, skill development, conditioning, strategies, and basic organizational techniques to coach and referee soccer. Two hours lecture, one hour lab. May require additional off-campus meetings.**PED 327 Exercise Prescription for Special Populations Credits: 3****Typically Offered:** Fall, Spring.**Course Description:** Provide the students with principles and practice in developing exercise programs specifically designed for special populations. **Prerequisite(s):** PED 304 or PED 391 with a grade of C or higher.**PED 352 Fitness and Sports Nutrition Credits: 3****Typically Offered:** Departmental Discretion.**Course Description:** This course will provide students with an understanding of the basic nutrition principles to help promote and maintain health throughout a life cycle. Students will examine the relationship between physical activity, proper nutrition, sports performance and overall wellness. Students will learn what foods are needed for healthy lifestyles and peak performance. Students will also learn how proper nutrition maximizes physical performance in exercise and sports contexts. This course strengthens health promotion and disease prevention through increased knowledge of nutrition and physical activity. This class provides information to students in developing healthy lifestyle choices.**PED 370 Methods in Teaching Health and Physical Education Credits: 3****Typically Offered:** Departmental Discretion.**Course Description:** Includes health/physical education content at the collegiate level, as well as methods and materials for the school settings. The physical education major will receive health methods K-12 and the elementary classroom majors will receive health and physical education methods K-6. **Prerequisite(s):** PED 101 and official admittance to the teacher education program.**PED 373 Psychology of Exercise Credits: 2****Typically Offered:** Spring.**Course Description:** This course is designed to examine applied and theoretical issues related to the psychology of exercise and physical activity. The course will enable students to use their knowledge of psychological aspects of exercise to facilitate exercise adoption and adherence as well as applying motivational and behavior change strategies when working with others in various health and physical activity settings. **Prerequisite(s):** A grade of C or higher in PSY 101.**PED 374 Psychology of Sport Credits: 2****Typically Offered:** Fall.**Course Description:** Emphasizes the psychology and sociology of the sports participant from the standpoint of participant's behavior toward other individuals and groups. **Prerequisite(s):** PSY 101.**PED 375 Sociocultural Aspects of Sport and Physical Activity Credits: 3****Typically Offered:** Spring.**Course Description:** To develop an understanding of sport not only from a sociological perspective but also from a social creation standpoint. This course will examine the socially created realities of sport and will provide a critical analysis of sport at all levels (informal and organized youth, interscholastic, intercollegiate, and professional). Emphasis is placed on gender, race, economic, media, and political issues in sport.**PED 380 Rhythms and Creative Movement for Elementary School Credits: 3****Typically Offered:** Fall, Spring.**Course Description:** Designed to teach elementary teachers how to approach the use of rhythms as a means for developing neuromuscular growth and body space awareness; uses a variety of musical styles and rhythmic devices to develop a knowledge in movement exploration including body awareness, space utilization, time, and energy change. Students will be required to meet off-campus for teaching experience. Elementary education majors may not take the course until officially admitted to the teacher education program. Students will be required to meet off-campus for teaching experience.**PED 381 Outdoor Education Credits: 3****Typically Offered:** Departmental Discretion.**Course Description:** A methodology course with an emphasis on establishing learning experiences in natural environments through varied disciplines of study. Two hours lecture, two hours lab.**PED 382 Elementary School Physical Education Credits: 3****Typically Offered:** Fall.**Course Description:** Fundamental skills, sports, and games for the elementary school physical education program. Two hours lecture, two hours lab. May meet off-campus for micro teaching experiences in an elementary school; may have one teaching experience at night.

**PED 383 Adapted Physical Education Credits: 3**

**Typically Offered:** Spring.

**Course Description:** Theory and methods of programming activities for handicapped students; recognition of, prevention of, and practical experience with structural deviations from normal body mechanics.

**PED 385 Athletic Training Credits: 3**

**Typically Offered:** Fall, Spring.

**Course Description:** Prevention and care of common athletic injuries, protective equipment, and training methods. **Prerequisite(s):** BIO 250.

**PED 386 Prevention, Intervention and Treatment of Sexually Transmitted Diseases Credits: 3**

**Typically Offered:** Departmental Discretion.

**Course Description:** This course examines the evolution of AIDS and STD's as well as modes of transmission, disease progression, and the risk factors involved in pathogenic exposure. In addition, screening procedures and treatments are addressed. **Prerequisite(s):** BIO 101 or BIO 105 and junior standing.

**PED 387 Current Issues in Health Education Credits: 3**

**Typically Offered:** Departmental Discretion.

**Course Description:** This course is designed to critically analyze research and literature in health education. The range of topics for discussion will include literature from popular readings to scientific reports from referred journals.

**PED 388 Community Health Credits: 2**

**Typically Offered:** Fall.

**Course Description:** This course examines the issues and problems that exist within the political, social, cultural and economic dimensions of community health.

**PED 391 Personal and Environmental Health Credits: 3**

**Typically Offered:** Fall, Summer.

**Course Description:** This course addresses personal and environmental health issues and concerns as they relate to physiological and psychological well-being. Responsibility and decision making skills pertinent to health behaviors are also included. **Prerequisite(s):** A grade of C or higher in PED 101.

**PED 392 Child Growth and Motor Development Credits: 3**

**Typically Offered:** Fall, Spring.

**Course Description:** The study of humans from conception to maturation dealing with the pattern of growth involved in the physical and mental process. This course will focus on the four domains of growth (Physical (Motor), Cognitive, Social and Emotional) with a specific emphasis on Motor Development / Motor Learning. The main purpose is to develop understanding of experimental and experiential factors concerning developmental factors that affect a person's skills and abilities in all four domains across the lifespan.

**PED 393 Measurement in Physical Education Credits: 3**

**Typically Offered:** Fall, Spring.

**Course Description:** Methods in evaluation of the product and process; special emphasis on physical fitness, motor ability, posture, and specific sports skills; applicable to elementary, secondary, and adult populations. **Prerequisite(s):** A grade of C or higher in MAT 110 or MAT 110E or higher.

**PED 395 Intramural Management Credits: 2**

**Typically Offered:** Departmental Discretion.

**Course Description:** Organization and administration of intramural and extramural activities. Assistance in the intramural program is required. One hour lecture, two hours lab.

**PED 400 Advanced Cardiovascular Exercise Physiology Credits: 3**

**Typically Offered:** Spring.

**Course Description:** This course is designed to introduce the student to the study of cardiovascular physiology with an emphasis on normal versus abnormal function. It provides an in depth study of the cardiovascular system and its various responses to acute and chronic exercise. **Prerequisite(s):** PED 304 with a grade of C or higher.

**PED 401 Graded Exercise Testing Credits: 3**

**Typically Offered:** Fall, Spring.

**Course Description:** Examines the principles of exercise testing, the methods of conducting a graded exercise test, collection and calculation of test data in a sequential manner and interpretation of information so obtained. Offers a basic understanding of the normal physiological adaptations to chronic exercise and the electrophysiology of electrocardiography. Three hours lecture, one hour lab. **Prerequisite(s):** A grade of C or higher in PED 304.

**PED 417 Applied Techniques in Personal Training Credits: 3**

**Typically Offered:** Fall.

**Course Description:** This course is designed to provide students with practical experience working with clients (faculty/staff/students) in a supervised setting enabling them to become more confident and competent in carrying out exercise assessments and writing appropriate prescriptions for individuals. **Prerequisite(s):** A grade of C or higher in PED 303, PED 304, PED 317 and PED 401.

**PED 420 Senior Seminar in Physical Education Credits: 1**

**Typically Offered:** Fall, Spring.

**Course Description:** Practical preparation for the profession including job seeking techniques, resume and portfolio building, interviewing techniques, professional organizations and membership benefits, and visits from professionals in the field. **Prerequisite(s):** Senior standing and a grade of C or higher in all PED courses required in the major or concurrent enrollment.

**PED 430 Field Experience in Health and Exercise Science Credits: 9**

**Typically Offered:** Fall, Spring, Summer.

**Course Description:** A 400 hour internship with an agency related to Health and Exercise Science to develop and utilize skills learned in the classroom. Agency selected by the student with instructor approval. **Prerequisite(s):** Senior status; a grade C or higher in all PED courses in the core including PED 401; completion of all departmental application requirements; and agency acceptance of the intern.

**PED 450 Independent Research/Project Credits: 1-5**

**Typically Offered:** Fall, Spring, Summer.

**Course Description:** Investigation of a research problem, project, or topic on an individual conference basis. **Prerequisite(s):** Completion of the major-minor declaration in physical education, a minimum of a 2.5 GPA in the major field, and/or departmental approval.

**PED 451 Research in Health and Exercise Science Credits: 3**

**Typically Offered:** Fall, Spring.

**Course Description:** Original research in areas related to Health or Exercise Science. Students will be guided in the development of research ideas and problem statements, literature reviews, testing methodology, data collection, and interpretation of results. **Prerequisite(s):** Junior or senior standing, and a grade of C or higher in PED 393.

**PED 480 Practicum in Physical Education Credits: 2**

**Typically Offered:** Fall, Spring, Summer.

**Course Description:** Individualized in-depth study of a subject in which the student is particularly interested. **Prerequisite(s):** Junior or senior standing.

**PED 481 Children's Lifetime Sports Academy Practicum Credits: 2****Typically Offered:** Summer.**Course Description:** Practical teaching experience of children aged eight to 15 in lifetime sports and adventure activities. Can be repeated for credit.**PED 485 Athletic Training II Credits: 2****Typically Offered:** Departmental Discretion.**Course Description:** Methods of athletic injury mechanisms and evaluative techniques of athletic injuries. Knowledge and understanding of modalities, therapeutic techniques, and rehabilitation programs of athletic injuries. One hour lecture, two hours lab. **Prerequisite(s):** A grade of C or higher in PED 385.

## Recreation Sport Management (RSM)

**RSM 220 Introduction to Recreation and Sport Management Credits: 3****Typically Offered:** Fall, Spring.**Course Description:** History and foundations of organized recreation including objectives, responsibilities, scope, and economic and social aspects; tours of specific recreation agencies. Two hours lecture, two hours lab.**RSM 230 Recreation/Sport Field Experience I Credits: 2****Typically Offered:** Fall, Spring.**Course Description:** Practical, exploratory view of three recreation and sport agencies from an on-the-job perspective. One hour lecture, five hours lab. **Prerequisite(s):** A grade of C or higher in RSM 220.**RSM 283 Introduction to Research Methods in Recreational Sport Management Credits: 1-2****Typically Offered:** Departmental Discretion.**Course Description:** Introduction to basic research in recreation or sport management. Individual and team projects involving methods for solving recreation or sport management-related research problems. **Prerequisite(s):** Consent of the department.**RSM 300 Philosophy and Leadership in Recreation and Sport Management Credits: 3****Typically Offered:** Spring.**Course Description:** Analyzes fundamental philosophical concepts and the influence on personal leadership and management techniques as they relate to working with people and leisure organizations.**RSM 322 Social Recreation Credits: 2****Typically Offered:** Departmental Discretion.**Course Description:** Principles and techniques of administering and conducting social events; emphasizes planning, discussion, demonstration, and participation.**RSM 323 Program Planning in Recreation and Sport Credits: 3****Typically Offered:** Spring.**Course Description:** Basic principles and practices in planning recreation and sport programs in a variety of settings. **Prerequisite(s):** A grade of C or higher in RSM 220.**RSM 325 Law for the Recreation and Sport Practitioner Credits: 2****Typically Offered:** Fall, Spring.**Course Description:** This course is designed to learn procedures that will aid them in risk management planning to reduce the incidence of injuries/lawsuits. Students will learn how to apply an understanding of local, state, and federal law and regulations to recreation and sport settings.**RSM 326 Recreational Arts, Crafts, and Music Credits: 2****Typically Offered:** Departmental Discretion.**Course Description:** Surveys various arts, crafts, and music involved in recreation settings. Students must furnish their own supplies. One hour lecture, two hours lab.**RSM 330 Recreation/Sport Field Experience II Credits: 3****Typically Offered:** Fall, Spring, Summer.**Course Description:** Supervised leadership assignment in a recreation or sport agency leading to a deeper conceptual view of intended professional aspirations. One hour lecture, eight hours lab.**Prerequisite(s):** Completed major-minor declaration in recreation sport management program, a grade of C or higher in RSM 230, minimum overall GPA of 2.2, and 20 supplemental preparation hours.**RSM 335 Instructor of Initiatives Credits: 2****Typically Offered:** Fall.**Course Description:** This course is designed to provide the student with the many aspects of being an instructor of initiative activities. The course will also provide the student with knowledge of how to build and construct different types of initiative and safety concerns.**RSM 340 Interpretive Services in Parks and Recreation Credits: 3****Typically Offered:** Departmental Discretion.**Course Description:** Designed to apply a comprehensive interpretive program in parks and recreation. Development of an understanding of the principles and practices of stewardship and use of natural resources and the ability to interpret them to the general public, particularly as related to the public's role in stewardship. Application of the principles and practices basic to the effective management of recreation users in natural resources settings will be stressed.**RSM 342 Facility Management in Recreation and Sport Credits: 3****Typically Offered:** Spring.**Course Description:** Designed to provide a variety of theoretical and applied learning experiences to develop an understanding of the principles and procedures for planning, designing, developing and evaluating recreation and sport facilities. Understanding the ability to promote, advocate, interpret, and articulate the concerns of recreation and sport systems for all populations and services.**RSM 343 Marketing in Recreation and Sport Credits: 3****Typically Offered:** Spring.**Course Description:** Defines and analyzes the fundamentals of marketing in the sport and recreation fields. Emphasis is placed on the development of a marketing plan and a sponsorship proposal.**RSM 344 Travel and Tourism Development in Recreation and Sport Credits: 3****Typically Offered:** Fall.**Course Description:** Understanding the role of travel, tourism, and sport tourism and its economic and cultural impacts on American society. Implications of travel and tourism for programming and entrepreneurship. Emphasis will be placed on economic impact and sustainability.**RSM 360 Entrepreneurship in Recreation and Sport Credits: 3****Typically Offered:** Fall.**Course Description:** Basic steps of initiating and conducting a commercial recreation or sport related enterprise; designed to offer students the knowledge, skills, and understanding necessary to start a business.



**RSM 365 Introduction to Special Populations Credits: 3****Typically Offered:** Fall.**Course Description:** Leisure needs and methods of serving various groups in a society; populations include the aged, the ill, the disabled, the disadvantaged, and those in penal institutions.**RSM 420 Seminar in Recreation and Sport Management Credits: 1****Typically Offered:** Fall, Spring.**Course Description:** Practical preparation for the profession including job-finding skills, interview techniques, values of recreation association, and visits from field professionals. **Prerequisite(s):** Completed major-minor declaration in recreation sport management program, senior standing, and a grade of C or higher in all RSM core courses (except RSM 430).**RSM 424 Organization and Administration of Recreation and Sport Agencies Credits: 3****Typically Offered:** Fall, Spring.**Course Description:** The internal operation of leisure organizations including staffing, finance, public relations, areas and facilities, decision making, and problem solving. **Prerequisite(s):** Completed major-minor declaration in recreation sport management program, senior standing, and a grade of C or higher in RSM 220, RSM 300, RSM 323, and RSM 325.**RSM 428 Introduction to Sport Governance Credits: 3****Typically Offered:** Fall.**Course Description:** This course is to assist each student in defining and analyzing issues of governance in the world of sport. It will provide students with an up-to-date understanding of sport governance as they are currently being applied in various sport management contexts.**RSM 430 Recreation/Sport Field Experience III Credits: 9****Typically Offered:** Fall, Spring, Summer.**Course Description:** Full-time internship with a recreation or sport agency to develop and utilize skills learned in the classroom.**RSM 450 Independent Research/Project Credits: 1-5****Typically Offered:** Fall, Spring, Summer.**Course Description:** Investigation of a research problem, project, or topic on an individual conference basis. **Prerequisite(s):** Completion of the major-minor declaration in recreation, a minimum of a 2.5 GPA in the major field, and/or department approval.**RSM 480 Practicum in Recreation and Sport Credits: 2****Typically Offered:** Fall, Spring, Summer.**Course Description:** An individualized in-depth study of a subject in which the student is particularly interested. **Prerequisite(s):** Junior or senior standing and consent of department chairperson and offered only to HPER majors.

## Physical Education (Bachelor of Science, B.S.)

### Requirements

Code	Title	Credit Hours
<b>General Studies</b>		
Students must complete General Studies courses (p. 19)		42-47
<b>Core Requirements</b>		
BIO 250	Anatomy and Physiology	5
PED 191	Foundations of Physical Education	3
PED 303	Kinesiology	3
PED 304	Physiology of Exercise	3
PED 305	First Aid: Responding to Emergencies	3

or PED 306	Sport Safety Training	
PED 352	Fitness and Sports Nutrition	3
PED 385	Athletic Training	3
PED 393	Measurement in Physical Education	3
<b>Concentration</b>		
Select one of the following concentrations:		27-63
Health and Exercise Science		
Personal and Commercial Fitness		
General		
Teacher Education		

## Health and Exercise Science Concentration

Students with a concentration in Health/Exercise Science are prepared for careers as exercise specialists in clinical, industrial, and commercial settings. A degree in Health/Exercise Science also prepares students interested in pursuing advanced degrees in sports medicine and for careers within clinical settings (e.g. physical therapy, athletic training, occupational therapy, chiropractic, cardiac rehabilitation, and others). Students should be aware that they may need to complete additional coursework to meet admission requirements for advanced degree programs. Graduating students are strongly encouraged to obtain the following certification(s):

- ACSM Certified Exercise Physiologist or higher

Code	Title	Credit Hours
<b>Concentration Requirements</b>		
PED 317	Principles of Strength Training and Conditioning	3
PED 327	Exercise Prescription for Special Populations	3
PED 400	Advanced Cardiovascular Exercise Physiology	3
PED 373	Psychology of Exercise	2
or PED 374	Psychology of Sport	
PED 401	Graded Exercise Testing	3
PED 430	Field Experience in Health and Exercise Science	9
PED 480	Practicum in Physical Education	2
or PED 481	Children's Lifetime Sports Academy Practicum	
Select a minimum of twelve credit hours from the following:		12
ALH 106	Medical Terminology	
CHE 111	General Chemistry I	
CHE 120	General Chemistry II with Qualitative Analysis	
PED 373	Psychology of Exercise <sup>1</sup>	
or PED 374	Psychology of Sport	
PED 451	Research in Health and Exercise Science	
PED 417	Applied Techniques in Personal Training	
PHY 110	College Physics I	
PHY 111	College Physics II	

or approved statistics course	
Total Credit Hours	37

<sup>1</sup> Must use option not used above.

Note: Students may not complete both the Health/Exercise Science Concentration and the Personal and Commercial Health Concentration.

## Personal and Commercial Fitness Concentration

Students pursuing a Personal and Commercial Fitness Concentration are prepared for a wide variety of careers including personal training, strength and conditioning coaching, corporate wellness, fitness sales, and others. Additionally, the Personal and Commercial Fitness concentration has been designed to be paired with a minor in Recreation/Sport Management, General Business, or Entrepreneurship. Graduating students are strongly encouraged to obtain the following certification(s):

- NSCA Personal Trainer or Certified Strength and Conditioning Specialist (CSCS), ACSM Personal Trainer, ACE Personal Trainer, NASM Personal Trainer

Code	Title	Credit Hours
PED 317	Principles of Strength Training and Conditioning	3
PED 327	Exercise Prescription for Special Populations	3
PED 373 or PED 374	Psychology of Exercise Psychology of Sport	2
PED 401	Graded Exercise Testing	3
PED 417	Applied Techniques in Personal Training	3
PED 430	Field Experience in Health and Exercise Science	9
PED 451	Research in Health and Exercise Science	3
PED 480 or PED 481	Practicum in Physical Education Children's Lifetime Sports Academy Practicum	2
RSM 325	Law for the Recreation and Sport Practitioner	2
Select a minimum of nine credit hours from the following:		9
ACC 201	Introductory Financial Accounting	
ALH 106	Medical Terminology	
FIN 210	Personal Finance	
MGT 350	Organizational Behavior	
MKT 301	Principles of Marketing	
MKT 351	Professional Selling and Sales Management	
PED 318	Principles of Aerobic Training	
PED 373 or PED 374	Psychology of Exercise <sup>1</sup> Psychology of Sport	
PED 400	Advanced Cardiovascular Exercise Physiology	
RSM 343	Marketing in Recreation and Sport	

RSM 360	Entrepreneurship in Recreation and Sport	
Total Credit Hours		39

<sup>1</sup> Must use option not used above.

Note: Students may not complete both the Health/Exercise Science Concentration and the Personal and Commercial Health Concentration.

## General Concentration

Students not wishing to teach are encouraged to select a minor in a related discipline to maximize career opportunities upon graduation. Suggested areas include criminal justice, military science, journalism, or business.

Code	Title	Credit Hours
<b>Concentration Requirements</b>		
PED 240	Methods of Teaching Lifetime Activities for Secondary Physical Education	3
PED 241	Concepts of Sport Activities	3
PED 246	Concepts of Dance and Gymnastics	3
PED 375	Sociocultural Aspects of Sport and Physical Activity	3
PED 380	Rhythms and Creative Movement for Elementary School	3
PED 382	Elementary School Physical Education	3
PED 383	Adapted Physical Education	3
PED 392	Child Growth and Motor Development	3
PED 420	Senior Seminar in Physical Education	1
PED 481	Children's Lifetime Sports Academy Practicum	2
Total Credit Hours		27

NOTE: The HPER department may require of their students in major and minor programs of study that are enrolled in certain classes that will be going out for applied learning experiences, internship and/or practicums to obtain at their cost an appropriate professional conduct, background checks, and fingerprinting. This requirement is to be completed before HPER students engage with students, clients and all other participants in their programs.

## Graduation Requirements

1. Earn a minimum of 120 credit hours (100 level and higher, maximum of 6 CED credit hours applicable).
2. Earn a minimum of 30 credit hours in upper-division courses. Lower-division transfer courses accepted as meeting upper-division departmental course requirements cannot be used to fulfill this requirement.
3. Earn 30 of the last 45 credit hours at MWSU in institutional coursework (exclusive of credit by examination).
4. Participate in required departmental and campus wide assessments.
5. Earn a grade of C or higher in all major coursework.
6. Earn an overall GPA of at least 2.0 and a major GPA of at least 2.0.
7. Fulfill the Missouri Constitution requirement.

## Teacher Education Concentration

The Bachelor of Science degree with Teacher Certification leads to certification to teach physical education in schools. Students who pursue this program should consider teaching as their immediate career goal.

Code	Title	Credit Hours
<b>Concentration Requirements</b>		
PED 240	Methods of Teaching Lifetime Activities for Secondary Physical Education	3
PED 241	Concepts of Sport Activities	3
PED 246	Concepts of Dance and Gymnastics	3
PED 375	Sociocultural Aspects of Sport and Physical Activity	3
PED 380	Rhythms and Creative Movement for Elementary School	3
PED 382	Elementary School Physical Education	3
PED 383	Adapted Physical Education	3
PED 392	Child Growth and Motor Development	3
PED 420	Senior Seminar in Physical Education	1
PED 481	Children's Lifetime Sports Academy Practicum	2
<b>Education Professional Sequence</b>		
Students must complete the Professional Sequence (p. 222)		36
Total Credit Hours		63

NOTE: The HPER department may require of their students in major and minor programs of study that are enrolled in certain classes that will be going out for applied learning experiences, internship and/or practicums to obtain at their cost an appropriate professional conduct, background checks, and fingerprinting. This requirement is to be completed before HPER students engage with students, clients and all other participants in their programs.

## Graduation Requirements

1. Earn a minimum of 120 credit hours, (100 level and higher, maximum of 6 CED credit hours applicable).
2. Earn a minimum of 30 credit hours in upper-division courses. Lower-division transfer courses accepted as meeting upper-division departmental course requirements cannot be used to fulfill this requirement.
3. Earn 30 of the last 45 credit hours at MWSU in institutional coursework (exclusive of credit by examination).
4. Participate in required departmental and campus wide assessments.
5. Earn a grade of C or higher in all major coursework.
6. Earn an overall GPA of at least 2.75, a major GPA of 3.0 and a minimum 3.0 GPA in Education coursework.
7. Fulfill the Missouri Constitution requirement.

## Recreation Sport Management (Bachelor of Science, B.S.)

### Requirements

Classes for this major must be approved by the advisor based on the individual's career opportunity area of interest. The concentration areas are Recreation Management and Sport Management. Students are

encouraged to complete a minor in a field that would make them more marketable. Examples would be business, criminal justice, sociology, psychology, natural sciences, biology or journalism.

Code	Title	Credit Hours
<b>General Studies</b>		
Students must complete General Studies courses (p. 19)		42-47
<b>Core Requirements</b>		
RSM 220	Introduction to Recreation and Sport Management	3
RSM 230	Recreation/Sport Field Experience I	2
RSM 300	Philosophy and Leadership in Recreation and Sport Management	3
RSM 323	Program Planning in Recreation and Sport	3
RSM 325	Law for the Recreation and Sport Practitioner	2
RSM 330	Recreation/Sport Field Experience II	3
RSM 420	Seminar in Recreation and Sport Management	1
RSM 424	Organization and Administration of Recreation and Sport Agencies	3
RSM 430	Recreation/Sport Field Experience III	9
PED 305	First Aid: Responding to Emergencies	3
or PED 306	Sport Safety Training	

<b>Concentration</b>		
Select one of the following concentrations:		30
Recreation Management		
Sport Management		

## Recreation Management Concentration

Code	Title	Credit Hours
<b>Concentration Requirements</b>		
RSM 335	Instructor of Initiatives	2
RSM 342	Facility Management in Recreation and Sport	3
RSM 343	Marketing in Recreation and Sport	3
RSM 344	Travel and Tourism Development in Recreation and Sport	3
RSM 360	Entrepreneurship in Recreation and Sport	3
RSM 365	Introduction to Special Populations	3
PED 144	Beginning Recreation Games	1
Select twelve credit hours from the following:		12
CSC 201	Microcomputer Applications	
LAT 101	Introduction to Law	
LAW 110	Introduction to Juvenile Justice	
PED 310	Principles and Administration of Coaching	
PED 374	Psychology of Sport	
PED 375	Sociocultural Aspects of Sport and Physical Activity	
PED 481	Children's Lifetime Sports Academy Practicum	
RSM 480	Practicum in Recreation and Sport	

Up to 4 credit hours in PED 116, 117, 128, 131, 135, 137, 138, 171, 172, 189, 311, 312, 313, 314, 315, 316, 317, 318, 319

Total Credit Hours 30

## Sport Management Concentration

Code	Title	Credit Hours
<b>Concentration Requirements</b>		
RSM 342	Facility Management in Recreation and Sport	3
RSM 343	Marketing in Recreation and Sport	3
RSM 344	Travel and Tourism Development in Recreation and Sport	3
RSM 360	Entrepreneurship in Recreation and Sport	3
RSM 365	Introduction to Special Populations	3
RSM 428	Introduction to Sport Governance	3
Select 12 credit hours from the following:		12
ACC 201	Introductory Financial Accounting	
COM 205	Introduction to Mass Media	
CSC 201	Microcomputer Applications	
ECO 260	Principles of Macroeconomics	
GBA 220	Business Communications	
LAT 101	Introduction to Law	
MGT 350	Organizational Behavior	
PED 310	Principles and Administration of Coaching	
PED 374	Psychology of Sport	
PED 375	Sociocultural Aspects of Sport and Physical Activity	
PED 481	Children's Lifetime Sports Academy Practicum	
RSM 335	Instructor of Initiatives	
RSM 480	Practicum in Recreation and Sport	
Total Credit Hours		30

NOTE: The HPER department may require of their students in major and minor programs of study that are enrolled in certain classes that will be going out for applied learning experiences, internship and/or practicums to obtain at their cost an appropriate professional conduct, background checks, and fingerprinting. This requirement is to be completed before HPER students engage with students, clients and all other participants in their programs.

## Graduation Requirements

1. Earn a minimum of 120 credit hours (100 level and higher, maximum of 6 CED credit hours applicable).
2. Earn a minimum of 30 credit hours in upper-division courses. Lower-division transfer courses accepted as meeting upper-division departmental course requirements cannot be used to fulfill this requirement.
3. Earn 30 of the last 45 credit hours at MWSU in institutional coursework (exclusive of credit by examination).
4. Participate in required departmental and campus wide assessments.
5. Earn a grade of C or higher in all major coursework.

6. Earn an overall GPA of at least 2.0 and a major GPA of at least 2.0.
7. Fulfill the Missouri Constitution requirement.

## Athletic Coaching Minor Requirements

Code	Title	Credit Hours
<b>Minor Requirements</b>		
BIO 250	Anatomy and Physiology	5
PED 241	Concepts of Sport Activities	3
PED 304	Physiology of Exercise	3
PED 305	First Aid: Responding to Emergencies	3
or PED 306	Sport Safety Training	
PED 310	Principles and Administration of Coaching	2
PED 374	Psychology of Sport	2
PED 385	Athletic Training	3
PED 480	Practicum in Physical Education	2
Select six credit hours from the following:		6
PED 311	Coaching and Officiating of Football	
PED 312	Coaching and Officiating of Basketball	
PED 313	Coaching and Officiating of Baseball and Softball	
PED 314	Coaching and Officiating of Track and Field	
PED 315	Coaching and Officiating of Volleyball	
PED 316	Coaching and Officiating of Wrestling	
PED 319	Coaching and Officiating of Soccer	
Total Credit Hours		29

NOTE: The HPER department may require of their students in major and minor programs of study that are enrolled in certain classes that will be going out for applied learning experiences, internship and/or practicums to obtain at their cost an appropriate professional conduct, background checks, and fingerprinting. This requirement is to be completed before HPER students engage with students, clients and all other participants in their programs.

## Graduation Requirements

1. Have a valid and declared major on file (minors cannot be awarded in the same areas as the major, emphasis or concentration).
2. Earn a minimum of 3 credit hours beyond the major, emphasis, concentration and general studies requirements.
3. Earn a grade of C or higher in all minor coursework.
4. Earn a minor GPA of at least 2.0.

## Recreation Sport Management Minor Requirements

Code	Title	Credit Hours
<b>Minor Requirements</b>		
RSM 220	Introduction to Recreation and Sport Management	3
RSM 323	Program Planning in Recreation and Sport	3

RSM 325	Law for the Recreation and Sport Practitioner	2
RSM 424	Organization and Administration of Recreation and Sport Agencies	3
RSM 480	Practicum in Recreation and Sport	2
PED 305	First Aid: Responding to Emergencies	3
or PED 306	Sport Safety Training	
Select a minimum of six credit hours from the following:		6-8
RSM 300	Philosophy and Leadership in Recreation and Sport Management	
RSM 335	Instructor of Initiatives	
RSM 342	Facility Management in Recreation and Sport	
RSM 343	Marketing in Recreation and Sport	
RSM 344	Travel and Tourism Development in Recreation and Sport	
RSM 360	Entrepreneurship in Recreation and Sport	
RSM 428	Introduction to Sport Governance	
Total Credit Hours		22-24

NOTE: The HPER department may require of their students in major and minor programs of study that are enrolled in certain classes that will be going out for applied learning experiences, internship and/or practicums to obtain at their cost an appropriate professional conduct, background checks, and fingerprinting. This requirement is to be completed before HPER students engage with students, clients and all other participants in their programs.

## Graduation Requirements

1. Have a valid and declared major on file (minors cannot be awarded in the same areas as the major, emphasis or concentration).
2. Earn a minimum of 3 credit hours beyond the major, emphasis, concentration and general studies requirements.
3. Earn a grade of C or higher in all minor coursework.
4. Earn a minor GPA of at least 2.0.

## Wellness Minor Requirements

With renewed interest in the health of the nation, burgeoning health costs, and recent developments in preventative and remedial strategies for a variety of lifestyle-related diseases (heart disease, obesity, cancer, osteoporosis, and sexually transmitted diseases), there is a growing need for individuals trained in the field of wellness. A minor in wellness could be especially helpful for students majoring in nursing, recreation sport management, psychology, biology (pre-medicine or pre-physical therapy), or management, or for students who wish to self-implement a wellness program.

Code	Title	Credit Hours
<b>Minor Requirements</b>		
BIO 250	Anatomy and Physiology	5
PED 304	Physiology of Exercise	3
PED 305	First Aid: Responding to Emergencies	3
PED 317	Principles of Strength Training and Conditioning	2-3

or PED 318	Principles of Aerobic Training	
PED 352	Fitness and Sports Nutrition	2-3
or ALH 352	Applied Nutrition	
PED 391	Personal and Environmental Health	3
Select a minimum of five credit hours from the following:		5
PED 373	Psychology of Exercise	
or PED 374	Psychology of Sport	
PED 401	Graded Exercise Testing	
PED 480	Practicum in Physical Education	
PED 327	Exercise Prescription for Special Populations	
PSY 220	Health Psychology/Stress Management	

Total Credit Hours 23-25

NOTE: The HPER department may require of their students in major and minor programs of study that are enrolled in certain classes that will be going out for applied learning experiences, internship and/or practicums to obtain at their cost an appropriate professional conduct, background checks, and fingerprinting. This requirement is to be completed before HPER students engage with students, clients and all other participants in their programs.

## Graduation Requirements

1. Have a valid and declared major on file (minors cannot be awarded in the same areas as the major, emphasis or concentration).
2. Earn a minimum of 3 credit hours beyond the major, emphasis, concentration and general studies requirements.
3. Earn a grade of C or higher in all minor coursework.
4. Earn a minor GPA of at least 2.0.

## Certification in Health Education Requirements

Teachers holding valid elementary or secondary teaching certificates may be granted additional certification in health upon successful completion of the Health Education MOCA 041. Listed below are courses recommended to prepare for the MOCA 041.

Code	Title	Credit Hours
ALH 106	Medical Terminology	2
BIO 250	Anatomy and Physiology	5
PED 222	Human Sexuality	3
PED 294	Drug Education	3
PED 305	First Aid: Responding to Emergencies	3
PED 352	Fitness and Sports Nutrition	3
PED 370	Methods in Teaching Health and Physical Education	3
PED 388	Community Health	2
PED 391	Personal and Environmental Health	3
PED 392	Child Growth and Motor Development	3
PED 480	Practicum in Physical Education	2
PSY 220	Health Psychology/Stress Management	3

Contact the Health Physical Education & Recreation department or the Education department for further information.

## Department of Military Science

Lieutenant Colonel David Snodderly, Chairperson

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www.missouriwestern.edu/ROTC (<http://www.missouriwestern.edu/ROTC>)

College-graduate executive managers for the U.S. Army are provided by the Army Reserve Officers' Training Corps (ROTC) program administered by the Department of Military Science. Traditional four-year baccalaureate-degree and graduate student aspirants may qualify for a commission as an officer by completing military science courses. These courses may count as elective courses or as a supplement, amounting to 10 to 15 percent of the normal college studies. Various leader developmental exercises are conducted to further enrich the student's appreciation of national defense in its broadest sense and to develop leadership and managerial skills. Students should anticipate spending two summers conducting five week training periods at Fort Knox, KY (Basic Camp and Advanced Camp).

The United States Army commissions officers as 2nd Lieutenants who complete either the two-year or four-year ROTC program and obtains a baccalaureate or graduate degree from MWSU. Currently, a college graduate who is commissioned through ROTC is placed on active or reserve duty, depending on his or her desires and on the needs of the service at the time of graduation.

## ROTC Programs

### Four-Year ROTC Program

This leadership program consists of 34 credit hours of military science offerings: 14 credit hours from the basic ROTC program MIL 100 and 200 level courses, and 20 credit hours from the advanced ROTC program MIL 300 and 400 level courses. First semester sophomores who did not take military science during the freshman year may compress the basic program during their sophomore year by taking a 100 level and a 200 level course (for 3-credit hours total) each semester. Students in the four-year program will attend MIL 250 Cadet Initial Entry Training (CIET) (CIET) and the Advanced Camp upon approval from the Department.

### Two-Year ROTC Program

This program option is designed for junior and sophomore level students who were unable to enroll in ROTC during their first two academic years. The two-year program substitutes a five-week Army leadership intern program at Fort Knox, Kentucky, for the MIL 100 and 200 level courses. This leadership orientation is designed for sophomores with no prior military training. Students should attend the Basic Camp between their sophomore and junior years (or receive credit from another lateral entry program). Must receive Department approval to enter Two-year Program.

## Army Commission

In addition to military science courses, students desiring to obtain an Army commission must take at least one course in military history. Additionally, students must demonstrate a basic swimming ability.

All students seeking a commission must attend two five-week advanced training and assessment experiences normally in the summer between the freshman and sophomore year and junior and senior years.

Attendance may be deferred until after the senior year at the discretion of the Chairperson of Military Science. The Basic Camp and Advanced Camp are at Fort Knox, Kentucky. Additionally, students may compete

throughout their time as a contracted cadet for selection to attend additional training at the Army Airborne School, Air Assault School, Northern Warfare School, Mountain Warfare School, or Combat Diver Qualification course. Cadets will have the opportunity to compete for internships with both army and foreign military units either in the continental United States or overseas.

## Advanced Placement

Prior active duty service members, Army Reservists and National Guardsmen who have completed basic training and high school junior ROTC graduates are eligible for placement directly into the advanced ROTC program (last two years of military science) with the consent of the Chairperson of Military Science. Eligible students request permission from the Chairperson of Military Science to enter the advanced course.

## Financial Assistance

### U.S. Army ROTC Scholarship

Two-, three-, and four-year scholarships are available each year to selected students who are enrolled or will enroll in the Army ROTC program. The scholarships provide payment of all tuition, fees, a monthly tax-free payment of \$300-\$500 for the duration of the scholarship, not to exceed ten months for each year of the scholarship, and a flat-rate book allowance of \$450 each semester.

### Monetary Allowances

Contracted students enrolled in the last two years of military science receive \$300-\$500 per month during the school year, not to exceed ten months per year.

### Fee Waiver

A limited number of tuition/fee waiver scholarships are awarded each semester to freshman and sophomore students who demonstrate the leadership ability to progress toward the advanced ROTC program. Interested students should see the Department Enrollment Officer for information.

## Minors

- Military Science Minor (p. 238)

## Courses

### Military Science (MIL)

**MIL 102 Leadership Practicum Credits: 2**

**Typically Offered:** Fall.

**Course Description:** Examines leadership in basic tactical and patrolling operations. Includes a tactical application exercise and participation in physical fitness conditioning as a course requirement. Students practice leadership according to 16 principles and learn basic individual soldier skills.

**MIL 106 Army Physical Fitness Training Credits: 1**

**Typically Offered:** Fall, Spring.

**Course Description:** This physical fitness training course is designed to develop individual potential and aid in achieving physical and mental health. This course is designed for students pursuing to be Cadets but open to all eligible students. Meets General Studies Category 5, Line 2 physical activity course. Students must receive approval from a health care provider or the MWSU Student Health Center to take this class. This approval must be available the first week of class.

**MIL 112 Leadership Practicum Credits: 2****Typically Offered:** Spring.**Course Description:** Continuation of MIL 102. Examines advanced squad and platoon tactical operations with emphasis on patrolling operations. Topics include: leadership techniques, basic first aid, and problem-solving exercises. A tactical field application exercise and physical fitness conditioning program are included as course requirements. Students perform duties as leaders of small units.**MIL 116 Introduction to the Army and Critical Thinking Credits: 1****Typically Offered:** Fall, Spring.**Course Description:** Introduces Cadets to the personal challenges and competencies that are critical for effective leadership. Cadets learn how the personal development of life skills such as critical thinking, time management, goal setting, stress management, and comprehensive fitness relate to leadership, and the Army profession. The focus is on developing basic knowledge and comprehension of Army leadership dimensions while gaining a big picture of understanding the Reserve Officers' Training Corps (ROTC) program, its purpose in the Army, and its advantages for the student. It is recommended that students take concurrently with MIL 102.**MIL 126 Adaptive Leadership and Professional Competence Credits: 1****Typically Offered:** Spring.**Course Description:** Cadets learn the basics of the communications process and the importance for leaders to develop the essential skills to effectively communicate in the Army. Students will examine the Army Profession and what it means to be a professional in the U.S. Army. The overall focus is on developing basic knowledge and comprehension of Army leadership while gaining a big picture of understanding the Reserve Officer Training Corps (ROTC) program, its purpose in the Army, and its advantages for the student. It is recommended that students take concurrently with MIL 112. **Prerequisite(s):** MIL 116 or departmental approval.**MIL 202 Leadership Practicum Credits: 2****Typically Offered:** Fall.**Course Description:** Course examines squad and platoon offensive and defensive operations and leadership procedures in patrolling operations. Includes a tactical application exercise and participation in physical fitness conditioning as a course requirement. Students will perform various leadership roles and present classroom instruction. To be taken concurrently with MIL 216.**MIL 212 Leadership Practicum Credits: 2****Typically Offered:** Spring.**Course Description:** Continuation of MIL 202 to examine advanced squad and platoon offensive and defensive operations, reaction to obstacles, and leadership procedures in patrolling operations. Includes a tactical application exercise and participation in physical fitness conditioning as a course requirement. Students will perform in various leadership roles and present classroom instruction. To be taken concurrently with MIL 226.**MIL 216 Leadership and Decision Making Credits: 2****Typically Offered:** Fall.**Course Description:** This is an academically challenging course in which the student will study, practice, and apply the fundamentals of Army Leadership, Officership, Army Values and Ethics, Personal Development, and small unit tactics at the platoon level. The outcomes are demonstrated through Critical and Creative Thinking and the ability to apply Troop Leading Procedures (TLP). The Army Profession is also stressed through leadership forum and a leadership self-assessment. To be taken concurrently with MIL 202. **Prerequisite(s):** MIL 116 and MIL 126 or departmental approval.**MIL 226 Army Doctrine and Team Building Credits: 2****Typically Offered:** Spring.**Course Description:** This course focuses on self-development guided by knowledge of self and group processes. Experiential learning activities are designed to challenge students' current beliefs, knowledge and skills. This semester takes the approach of placing students in a wide variety of group exercises designed to emphasize various leadership competencies and insights. The instructor, acting as facilitator, helps guide student processing of the events to derive the leadership, group dynamics and problem-solving lessons that the exercises offer. Practical "life skills" are emphasized throughout. To be taken concurrently with MIL 212. **Prerequisite(s):** MIL 116, MIL 126, and MIL 216 or departmental approval.**MIL 250 Cadet Initial Entry Training (CIET) Credits: 6****Typically Offered:** Summer.**Course Description:** The Basic Camp mission is to train Cadets, develop Cadet leadership, and evaluate Cadet officer potential. Basic Camp is intentionally stressful and is designed to build individual confidence through the accomplishment of tough and demanding training. The course is designed to build upon the core on-campus instruction by developing and assessing leadership potential in a platoon-level environment. It is often the Cadet's first exposure to Army life on an active Army installation and one of the few opportunities where Cadets from various parts of the country undergo a common, high-quality training experience. Must be approved by Department.**MIL 302 Leadership Practicum Credits: 2****Typically Offered:** Fall.**Course Description:** Examines squad and platoon offensive and defensive operations, the patrol leader in patrolling operations, and a tactical application exercise. Participation in physical fitness conditioning and a tactical application exercise is required. Students will perform in various leadership roles and present classroom instruction. **Prerequisite(s):** To be taken concurrently with MIL 316.**MIL 312 Leadership Practicum Credits: 2****Typically Offered:** Spring.**Course Description:** Familiarization with military firearms; includes assembly and disassembly; tactical communications; and the field artillery request and a tactical application exercise. Participation in physical fitness conditioning and a tactical application exercise is required. Students will perform in various leadership roles and present classroom instruction. To be taken concurrently with MIL 326.**MIL 316 Training Management and the Warfighting Functions Credits: 3****Typically Offered:** Fall.**Course Description:** This is an academically challenging course in which the student will study, practice, and apply the fundamentals of Army Leadership, Officership, Army Values and Ethics, Personal Development, and small unit tactics at the platoon level. At the conclusion of this course, the student will be capable of planning, coordinating, navigating, motivating and leading a squad and platoon in the execution of a mission during a classroom PE, a Leadership Lab, or during a Field Training Exercise (FTX). Successful completion of this course will help prepare the student for the ROTC Advanced Camp, which the student will attend in the summer at Fort Knox, KY. To be taken concurrently with MIL 302. **Prerequisite(s):** Completion of 6 credit hours in Military Science and departmental approval.

**MIL 326 Applied Leadership in Small Unit Operations Credits: 3****Typically Offered:** Spring.

**Course Description:** This is an academically challenging course in which the student will study, practice, and apply the fundamentals of Army Leadership, Officership, Army Values and Ethics, Personal Development, and small unit tactics at the platoon level. At the conclusion of this course, the student will be capable of planning, coordinating, navigating, motivating, and leading a squad and platoon in the execution of a mission during a classroom PE, a Leadership Lab, or during a Field Training Exercise (FTX). Successful completion of this course will help prepare the student for the ROTC Advanced Camp, which the student will attend in the summer at Fort Knox, KY. To be taken concurrently with MIL 312.

**Prerequisite(s):** MIL 316.**MIL 402 Leadership Practicum Credits: 2****Typically Offered:** Fall.

**Course Description:** Practical applications in problem analysis, decision making, planning and organization, delegation and control, and development of interpersonal skills required for effective management. Participation in physical fitness conditioning and tactical application exercise is required. Students will perform in various leadership positions and present classroom instruction. To be taken concurrently with MIL 416.

**MIL 412 Leadership Practicum Credits: 2****Typically Offered:** Spring.

**Course Description:** Practical applications in problem analysis, decision making, planning and organization, delegation and control, and development of interpersonal skills required for effective management, includes a tactical application exercise. Participation in physical fitness conditioning is required. Students will perform various leadership roles and conduct classroom instruction. To be taken concurrently with MIL 426.

**MIL 416 Mission Command and the Army Profession Credits: 3****Typically Offered:** Fall.

**Course Description:** This course will explore the dynamics of leading in the complex situations of current military operations. The student will examine differences in customs and courtesies, military law, principles of war, and rules of engagement in the face of international terrorism. The student will also explore aspects of interacting with non-government organizations, civilians on the battlefield, the decision making processes and host nation support. The course places significant emphasis on preparing the student for a BOLC B and the student's first unit of assignment. To be taken concurrently with MIL 402. **Prerequisite(s):** MIL 326 or departmental approval.

**MIL 426 Mission Command and the Company Grade Officer Credits: 3****Typically Offered:** Spring.

**Course Description:** This course explores the dynamics of leading in the complex situations during Unified Land Operations I, II, and III. The Art of Command is examined and how to properly communicate with your NCOs and Soldiers during Taking Charge 1, 2, and 3, and Developing Others (counseling). During Cultural Awareness and Cultural Property Protection (CPP), the student will discuss numerous situations regarding how ethical decisions impact personnel and the unit mission. Through the understanding of roles and responsibilities, the student will learn about Comprehensive Soldier Fitness (CSF), Being Ready and Resilient (R2C), and Individual and Family Readiness to assist you in preparing your Soldiers and their Families on reducing and managing stress during times of uncertainty. Significant emphasis is placed on preparing the student for BOLC B and the student's first unit of assignment. Mission command, case studies and scenarios are utilized to prepare the student to face the complex ethical demands of serving as a commissioned officer in the United States Army. To be taken concurrently with MIL 412. **Prerequisite(s):** MIL 416 or departmental approval.

**MIL 450 Independent Research/Project Credits: 1-5****Typically Offered:** Departmental Discretion.

**Course Description:** Investigation of a research problem, project, or topic on an individual conference basis. **Prerequisite(s):** A minimum of 2.5 GPA and departmental approval.

## Military Science Minor

### Requirements

Code	Title	Credit Hours
<b>Minor Requirements</b>		
MIL 302	Leadership Practicum	2
MIL 312	Leadership Practicum	2
MIL 316	Training Management and the Warfighting Functions	3
MIL 326	Applied Leadership in Small Unit Operations	3
MIL 402	Leadership Practicum	2
MIL 412	Leadership Practicum	2
MIL 416	Mission Command and the Army Profession	3
MIL 426	Mission Command and the Company Grade Officer	3
Total Credit Hours		20

### Graduation Requirements

1. Have a valid and declared major on file (minors cannot be awarded in the same areas as the major, emphasis or concentration).
2. Earn a minimum of 3 credit hours beyond the major, emphasis, concentration and/or general studies requirements.
3. Earn a minor GPA of at least 2.0.



# School of Nursing & Health Professions

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www.missouriwestern.edu/HIM (<http://www.missouriwestern.edu/HIM>)

www.missouriwestern.edu/PTA (<http://www.missouriwestern.edu/PTA>)

www.missouriwestern.edu/PHM (<http://www.missouriwestern.edu/populationhealth>)

www.missouriwestern.edu/NHP (<https://www.missouriwestern.edu/nhp>)

The School of Nursing and Health Professions prepares students in degree programs leading to careers in the healthcare field. A Bachelor of Science degree in Health Information Management, a Bachelor of Science degree in Nursing, a Bachelor of Science in Population Health Management and an Associate of Applied Science in Physical Therapist Assistant Program are offered through the School of Nursing and Health Professions. Specific information about all of the degrees are found in this section.

## Admission

### Admission Requirements

Majors in the department which have admission requirements are listed below. Majors which are not listed on this page do not have specific requirements for admission. Information about the recommended coursework a student might take prior to declaring the major can be obtained from the department.

### Nursing

Freshmen desiring to enter the 4-year BSN program should declare a pre-major in Nursing at the time of enrollment. Application to the Nursing Program should be made one full semester prior to the anticipated beginning of nursing courses. A selection committee reviews all applicants and determines those who will be admitted. General admission to the College does not admit a student to the baccalaureate degree program in nursing. Admission is competitive. Applications must meet the following minimum requirements:

- The applicant must apply and be admitted to MWSU.
- The applicant must have a minimum overall GPA of 2.7.
- Test of Essential Academic Skills (TEAS) test score of 58.7% (academic preparedness category of proficiency) or above is required.
- The applicant must have completed or be currently enrolled in all general studies and nursing support courses (and earn a grade of C or higher in each support class, as well as MAT 110, MAT 112 or MAT 116).
- High school seniors and MWSU freshman with outstanding academic records should contact the School of Nursing and Health Professions for information about early acceptance in the nursing program.

All required general studies and support courses for the nursing major must be completed prior to beginning nursing courses. Students should work closely with their academic advisors to select appropriate courses. Taking and passing prerequisite courses does not assure acceptance into the BSN program. A completed application and current transcripts must be submitted to the Nursing Centralized Application Service (NursingCAS) by January 15 for a candidate to be considered for

admission for fall and by July 31 for consideration for spring. Instructions for the TEAS test and NursingCAS can be found on School of Nursing and Health Professions webpage.

### Health Information Management

Students desiring to obtain a B.S. degree in Health Information Management should declare their interest to the Program Coordinator. Based on approval from the Program Coordinator, students who have completed health informatics, health information management, or health information technology coursework with a grade of C or higher and an overall GPA of at least 2.5 from a CAHIIM accredited associate's program may receive transfer credit.

### Population Health Management

Students intending to major in Population Health Management should declare their interest to the School of Nursing and Health Professions so they can be assigned an advisor. Students must have completed and received a grade of C or higher in BIO 101 Principles of Biology, BIO 250 Anatomy and Physiology, CSC 201 Microcomputer Applications, PSY 101 General Psychology, and ECO 261 Principles of Microeconomics and have a cumulative grade point average of 2.0 or higher.

## Majors

- Health Information Management (Bachelor of Science, B.S.) (p. 245)
- Nursing (Bachelor of Science in Nursing, B.S.N.) (p. 246)
- Physical Therapist Assistant (Associate of Applied Science, A.A.S.) (p. 248)
- Population Health Management (Bachelor of Science, B.S.) (p. 245)

## Certificate

- Health Information Technology Certificate (p. 249)

## Minors

- Childhood Studies Minor (p. 255)
- Gender and Power Studies Minor (p. 256)
- Health Informatics and Information Management Minor (p. 249)

## Courses

### Allied Health (ALH)

**ALH 106 Medical Terminology Credits: 2**

**Typically Offered:** Fall, Spring, Summer.

**Course Description:** Medical terms with reference to human anatomy and disease processes for the paramedical professions.

**ALH 330 Introduction to Epidemiology and Biostatistics Credits: 3**

**Typically Offered:** Fall.

**Course Description:** Focuses on knowledge and concepts as applied to study of population health outcomes. Development of basic understanding of the principles of epidemiology and biostatistics as well as the critical thinking skills to assist in the evaluation of research and assessing the health of a population. Quantitative and methodological analysis and their implications for evidence based medicine, healthcare policy, resource utilization and health systems management are explored.

**Prerequisite(s):** PSY 300 or GBA 210.

**ALH 350 Introduction to Population Health Credits: 3****Typically Offered:** Fall.**Course Description:** Introduction to concepts of population health and epidemiology. Focuses on the study of health status indicators as influenced by social, economic and physical environments, personal health practices, individual capacity and coping skills, human biology, early childhood development and health services. Basic principles of epidemiology are explored and applied to the study of population health outcomes. **Prerequisite(s):** ALH 106, BIO 250, BIO 375, and GBA 210 or PSY 300.**ALH 351 Applied Population Health Management Lab Credits: 1****Typically Offered:** Fall.**Course Description:** Focuses on practical application of Population Health tools within the electronic health record (EHR) and health information exchange (HIE) environments. Application of a population health model including population identification, risk stratification, outreach, engagement, care coordination and evaluation of outcomes. Fundamental concepts will be demonstrated through use of tools specific to analytics, registry, referral, care, network, and contract management as they relate to the population health specialist role. Two hours of lab per week. **Prerequisite(s):** ALH 350 or concurrent enrollment.**ALH 352 Applied Nutrition Credits: 2****Typically Offered:** Fall, Spring.**Course Description:** Principles of normal nutrition through the life cycle and the role of nutrition in health are considered. Nutrition therapy and its role in the prevention and management of disease are also examined. **Prerequisite(s):** BIO 250.**ALH 365 Special Needs of the Elderly Credits: 3****Typically Offered:** Fall (odd-numbered years).**Course Description:** An overview of the special needs of the elderly population. Includes present concerns as well as identifying methods of improving life for the elderly in the future.**ALH 402 Population Health Internship Credits: 3****Typically Offered:** Fall, Spring.**Course Description:** An academic program which offers students an opportunity to integrate theories of population health with actual practice. Students spend a minimum of 135 hours in a position in a health care or other approved setting focusing on population health. Anticipated learning objectives are established in a contract agreed to by the student, the on-site supervisor and the course professor. Requires periodic progress reports, supervisor evaluation, and a formal written paper. May be repeated for a maximum of 6 credit hours. **Prerequisite(s):** Declared health population major, senior standing, completion of major core courses, a minimum of 2.5 GPA in a major field and consent of instructor.

## Health Information Management (HIF)

**HIF 132 Pharmacology Credits: 2****Typically Offered:** Spring.**Course Description:** An introductory course with emphasis on classes of drugs and their primary use. Course work will include indications for the medications, dose and route of delivery of the most frequently prescribed medications in various health care settings. **Prerequisite(s):** A grade of C or higher in ALH 106 and BIO 250.**HIF 200 Health Care Delivery Systems Credits: 3****Typically Offered:** Fall.**Course Description:** Study of the components of the health care delivery system; roles and functions of the hospital's organizational components: the governing board, the administration and the medical staff in various hospital departments. Investigation of the procedures used by the organizations which regulate and accredit hospitals, e.g., The Joint Commission.**HIF 275 Coding and Classification Systems I Credits: 3****Typically Offered:** Fall.**Course Description:** Introduction to medical nomenclature and classification systems, official coding guidelines, data quality, case mix, analysis and ICD-10-CM and ICD-10-PCS using manual as well as automated encoders. To be taken concurrently with HIF 276.**Prerequisite(s):** A grade of C or higher in ALH 106, BIO 250, and HIF 132 and credit or concurrent enrollment in BIO 375.**HIF 276 Coding and Classification Systems I Lab Credits: 1****Typically Offered:** Fall.**Course Description:** Laboratory for application of coding practices learned in HIF 275. To be taken concurrently with HIF 275.**HIF 277 Coding and Classification Systems II Credits: 3****Typically Offered:** Spring.**Course Description:** Study and application of CPT and HCPCS coding principles using manual and automated encoders. Diagnosis related groups, ambulatory payment classifications, case mix, and data quality will be integrated throughout the course work. To be taken concurrently with HIF 278. **Prerequisite(s):** A grade of C or higher in HIF 275 and HIF 276.**HIF 278 Coding and Classification Systems II Lab Credits: 1****Typically Offered:** Spring.**Course Description:** Provides a laboratory setting for the application of coding practices learned in HIF 277. To be taken concurrently with HIF 277. **Prerequisite(s):** A grade of C or higher in HIF 275 and HIF 276.**HIF 300 Health Data Management Credits: 3****Typically Offered:** Fall.**Course Description:** Focuses on the study of the origin, content, and format of healthcare records across the continuum of healthcare in both traditional and non-traditional settings, including paper, hybrid, and electronic health records and the standards that govern the development of records. Other topics include accreditation and regulatory requirements, methods to assess and retrieve health data and patient records, registries, structure and content standards pertaining to healthcare data sets and data sources, record analysis, and storage and retention. **Prerequisite(s):** A grade of C or higher in HIF 200.**HIF 310 Clinical Classification Systems Credits: 3****Typically Offered:** Fall.**Course Description:** Introduction to classification systems, vocabularies, taxonomies, terminologies and the coding and mapping of data by manual or the use of encoders. The students will be exposed to a variety of classification systems and terminologies, specifically ICD-9-CM and CPT/HCPCS, but ICD-10-CM and ICD-10-PCS and SNOMED-CT will be emphasized. **Prerequisite(s):** A grade of C or higher in ALH 106, BIO 250, HIF 200, HIF 132 and credit or concurrent enrollment in BIO 375.

**HIF 320 Information Technology and Systems Credits: 3****Typically Offered:** Spring.

**Course Description:** Focuses on a study of computer concepts and applications in the management of health information systems. The class emphasizes the role of the health information manager in data storage and retrieval; database querying and data mining techniques; and design and generation of administrative reports using appropriate software. Data security, design of audit trails, participation in risk assessment, contingency planning, data recovery procedures, local and wide area network data definitions, data administration, database structure, data dictionaries, data modeling, and database administration are covered. Also studied are work simplification, system analysis and functional standards. **Prerequisite(s):** A grade of C or higher in HIF 300 and ACT 301.

**HIF 330 Legal and Ethical Aspects of Healthcare Management Credits: 3****Typically Offered:** Fall.

**Course Description:** Content includes the study of the legal and ethical issues involved in the management and delivery of healthcare services and inter-relationships between institution, physicians, and patients. Topics include release of information, quality documentation, retention of records, HIPAA privacy and confidentiality, ethical standards of practice, fraud and abuse, risk management, contracts, consents, and other current medico/legal issues. **Prerequisite(s):** A grade of C or higher in HIF 200.

**HIF 350 Quality Management Credits: 3****Typically Offered:** Spring.

**Course Description:** Focuses on the study of history, organization and coordination of facility-wide management and performance improvement processes that involve team and process thinking; outcomes measurement; review of utilization of healthcare and other cost-containment programs; risk management and the application of evaluation techniques. Principles of data collection, preparation, analysis and interpretation of healthcare statistics, will be taught along with statistics used in quality management activities and organizational assessment, vital statistics, and computerized statistical packages. **Prerequisite(s):** A grade of C or higher in MAT 110 or MAT 110E, MAT 112, or MAT 116, HIF 300 and HIF 330.

**HIF 371 Professional Management Experience I Credits: 2****Typically Offered:** Spring.

**Course Description:** Focuses on assignments to promote competency levels required of entry-level health information management professionals and to integrate basic knowledge and to begin the transition required to function as a manager. Many assignments will be completed in a lab setting utilizing records, encoders, and software necessary for practical applications of management skills.

**Prerequisite(s):** A grade of C or higher in HIF 310, and HIF 330, can be taken concurrently with HIF 320 and HIF 350.

**HIF 379 Revenue Cycle and Reimbursement Management Credits: 3****Typically Offered:** Spring.

**Course Description:** The course will cover various reimbursement practices and payment methodologies, processes for reporting and billing, reimbursement terminology, including revenue cycle and chargemaster management. **Prerequisite(s):** A grade of C or higher in HIF 300 and HIF 310.

**HIF 410 Human Resources and Operations Management Credits: 3****Typically Offered:** Fall.

**Course Description:** Focuses on human resources management practices and strategic leadership management. Topics include staffing, employee development, training, benefits, employer relations, recruitment, work measurement, change management, project management, and human factors. **Prerequisite(s):** A grade of C or higher in MGT 350.

**HIF 420 Clinical Data Management Credits: 3****Typically Offered:** Fall.

**Course Description:** Focuses on acquiring, managing, manipulating, analyzing, and reporting data retrieved from a variety of sources, such as electronic health records, patient care systems, claims management data, and traditional coded data in order to provide data for healthcare decision making. **Prerequisite(s):** A grade of C or higher in HIF 300, HIF 350, and HIF 379. (Declared majors in Population Health Management are exempt from prerequisites for this course).

**HIF 430 Applied Health Informatics Credits: 3****Typically Offered:** Fall.

**Course Description:** Focuses on various clinical, administrative, and specialty systems applications, such as administrative, clinical decision support systems, electronic health record and computer-based health record systems, nursing, ancillary service systems, patient numbering systems at master and enterprise levels. Apply systems development and systems life cycle concepts to the selection of healthcare information systems. **Prerequisite(s):** A grade of C or higher in HIF 320.

**HIF 440 Financial and Resource Management Credits: 3****Typically Offered:** Spring.

**Course Description:** Builds on the study of healthcare organizations and their management. Topics include problem solving and decision making, establishing performance and production monitors, knowledge of financial management concepts and accounting principles essential for managing health information management departments, operations, and cost-benefit analysis for resource needs. Course also includes the reimbursement cycle from patient registration to claims billing with an emphasis on federal regulations and the role of HIM regarding payment systems. **Prerequisite(s):** A grade of C or higher in ACC 201, HIF 410, and HIF 420.

**HIF 460 Applied Research Credits: 3****Typically Offered:** Spring.

**Course Description:** Focuses on applied research in health care services, health informatics, or health information management. Topics include research design, research methods, evaluation and outcomes research, research process, data analysis, and ethical issues in research. Students will analyze published research projects, prepare a research study proposal, and conduct an applied research study. **Prerequisite(s):** A grade of C or higher in HIF 350 and PSY 300.

**HIF 465 Professional Management Experience II Credits: 3****Typically Offered:** Spring.

**Course Description:** During this supervised professional management experience, students will perform management-level activities at an approved health related facility. The management activities are designed to prepare the student for entry-level management roles in health information management settings. Virtual laboratory and other activities simulating work performed in health-related facilities will also be used in this professional management experience class. **Prerequisite(s):** Senior standing in the HIM Program.

**HIF 470 Senior Seminar Credits: 1****Typically Offered:** Spring.**Course Description:** Course is a student-centered experience where students present and discuss their professional management experience; develop an analysis of their employment readiness; explore employment opportunities and career preparation, and complete a comprehensive exam. **Prerequisite(s):** Senior standing in the HIM Program.

## Nursing (NUR)

**NUR 283 Introduction to Research Methods in Nursing Credits: 1-2****Typically Offered:** Departmental Discretion.**Course Description:** Introduction to basic research in nursing. Individual and team projects involving methods for solving nursing-related research problems. **Prerequisite(s):** Departmental approval.**NUR 300 Strategies for Success in Nursing Credits: 1****Typically Offered:** Fall, Spring.**Course Description:** This course focuses on strategies for success in the Nursing Program including time management, critical thinking, strategic studying and test-taking skills, and selected content areas requiring more focused review and practice. Students on Nursing Academic Probation are required to enroll; may be repeated for credit. **Prerequisite(s):** Admission to nursing program.**NUR 302 Introduction to Standards-Based Nursing Credits: 3****Typically Offered:** Fall, Spring.**Course Description:** Concepts and theories for standards-based, holistic nursing practice including understanding of basic skills and technologies for health promotion and disease prevention. Three credit hours lecture. Must be taken concurrently with NUR 303. **Prerequisite(s):** Admission to nursing program.**NUR 303 Introduction to Clinical Nursing Practice Credits: 3****Typically Offered:** Fall, Spring.**Course Description:** Clinical practicum focused on fundamental nursing skills and holistic patient assessment. Must be taken concurrently with NUR 302. **Prerequisite(s):** Admission to the nursing program.**NUR 306 Holistic Assessment Credits: 3****Typically Offered:** Fall, Spring.**Course Description:** Standards-based holistic assessment across the lifespan. Three credit hours lecture. **Prerequisite(s):** Admission to nursing program.**NUR 308 Professional Concepts in Nursing Credits: 1****Typically Offered:** Fall, Spring.**Course Description:** This course will explore professional concepts in nursing from a historical and theoretical framework. Ethical and legal issues as well as professional standards will be introduced within the context of collaborative interdisciplinary healthcare. **Prerequisite(s):** Admission to the nursing program.**NUR 314 Quantitative Analysis for Health Care Research Credits: 3****Typically Offered:** Fall, Spring.**Course Description:** Fundamentals of statistics with a practical application to evidence based practice in health care. Emphasizes understanding and practical application of descriptive and inferential statistical procedures with a major concentration on the correct use of statistics, statistical assumptions, and interpretation of statistical results. Statistical software is used to assist in the analysis. **Prerequisite(s):** Admission to nursing program and a grade of C or higher in MAT 110 or MAT 110E, MAT 112, or MAT 116.**NUR 334 Pharmacology I Credits: 2****Typically Offered:** Fall, Spring.**Course Description:** An introduction to basic pharmacological principles and skills for safe and effective standards based nursing practice.**Prerequisite(s):** Admission to nursing program.**NUR 336 Pharmacology II Credits: 2****Typically Offered:** Fall, Spring.**Course Description:** Builds on the foundation of Pharmacology I and emphasizes a comprehensive examination of pharmacotherapeutics and related nursing implications. **Prerequisite(s):** A grade of C or higher in NUR 302, NUR 303, NUR 306, NUR 308, NUR 314, and NUR 334.**NUR 363 Adult Health I Credits: 5****Typically Offered:** Fall, Spring.**Course Description:** Examination of Health Alterations with application of nursing process to provide standards-based holistic care for individuals in acute and chronic health care environments. Five credit hours lecture.**Prerequisite(s):** A grade of C or higher in NUR 302, NUR 303, NUR 306, NUR 308, NUR 314, and NUR 334.**NUR 364 Adult Health Clinical I Credits: 4****Typically Offered:** Fall, Spring.**Course Description:** Standards-based application of the nursing process to adult and geriatric patient populations experiencing acute and chronic health alterations in a variety of clinical settings. 180 clinical practicum hours. **Prerequisite(s):** A grade of C or higher in NUR 302, NUR 303, NUR 306, NUR 308, NUR 314, and NUR 334.**NUR 384 Bridge to Baccalaureate Nursing Credits: 3****Typically Offered:** Fall.**Course Description:** This course examines professional nursing within the health care delivery system, incorporating the conceptual framework of the Nursing Department at Missouri Western State University (MWSU). The course includes examination of the historical development and theoretical basis of the practice of professional nursing. The course also explores standards-based practice and the role of the baccalaureate nurse. **Prerequisite(s):** Admission to the MWSU Department of Nursing RN to BSN program.**NUR 385 Health Promotion and Assessment for the RN-BSN Student Credits: 3****Typically Offered:** Spring.**Course Description:** In-depth study of the nursing process with emphasis on the assessment phase for persons in varied health care settings and of all age groups. A systems approach to health examination is presented. Students will learn and demonstrate holistic assessment skills. Two hours of class, two hours of lab practice each week.**Prerequisite(s):** Credit or concurrent enrollment in NUR 384.**NUR 395 Nursing Research in Practice Credits: 2****Typically Offered:** Fall, Spring.**Course Description:** An introduction to evidence-based practice for the professional nurse. This course focuses on the utilization of research in standards-based nursing practice. **Prerequisite(s):** A grade of C or higher in NUR 302, NUR 303, NUR 306, NUR 308, NUR 314, and NUR 334, or NUR 384 and NUR 385.**NUR 402 Maternal/Newborn Nursing Credits: 3****Typically Offered:** Fall, Spring.**Course Description:** Standards-based holistic care of pregnant women and newborns. 2 credit hours lecture, 45 clinical practicum hours.**Prerequisite(s):** A grade of C or higher in NUR 336, NUR 363, NUR 364 and NUR 395.

**NUR 403 Pediatric Nursing Credits: 3**

**Typically Offered:** Fall, Spring.

**Course Description:** Standards-based holistic care of infants, children and adolescents. 2 credit hours lecture, 45 clinical practicum hours.

**Prerequisite(s):** A grade of C or higher in NUR 336, NUR 363, NUR 364, NUR 395, and NUR 435.

**NUR 422 Adult Health II Credits: 4**

**Typically Offered:** Fall, Spring.

**Course Description:** Examination of acute and chronic health alterations in all stages of adulthood with an emphasis on the care of adult populations in complex care environments. This course builds upon course content in NUR 363. Four hours lecture. **Prerequisite(s):** A grade of C or higher in NUR 336, NUR 363, NUR 364, NUR 395, and NUR 435.

**NUR 423 Adult Health Clinical II Credits: 2**

**Typically Offered:** Fall, Spring.

**Course Description:** Standards-based application of the nursing process to adults with acute and chronic health alterations in acute and complex care settings. **Prerequisite(s):** A grade of C or higher in NUR 336, NUR 363, NUR 364, NUR 395, and NUR 435.

**NUR 424 Care Coordination Across the Lifespan Credits: 2**

**Typically Offered:** Fall, Spring.

**Course Description:** Development of skills in managing the care of patients across the lifespan in a variety of healthcare settings. Content includes nursing care management models, quality improvement, discharge planning and strategies for managing high-risk client populations. Implications for healthcare policy, resource utilization and health systems management are explored. **Prerequisite(s):** A grade of C or higher in NUR 336, NUR 363, NUR 364, NUR 395, and NUR 435.

**NUR 435 Mental Health Nursing Credits: 3**

**Typically Offered:** Fall, Spring.

**Course Description:** Standards-based holistic care of individuals with acute or chronic psychiatric disorders. Two credit hour lecture, 45 clinical practicum hours. **Prerequisite(s):** A grade of C or higher in NUR 302, NUR 303, NUR 306, NUR 308, NUR 314, and NUR 334.

**NUR 450 Independent Research/Project Credits: 1-3**

**Typically Offered:** Fall, Spring.

**Course Description:** Investigation of a research problem, project, or topic on an individual conference basis. **Prerequisite(s):** Completion of the major-minor declaration in nursing, a minimum of a 2.5 GPA in the major field, and department approval.

**NUR 453 Community and Population Health Credits: 3**

**Typically Offered:** Fall, Spring.

**Course Description:** An exploration of the nurses' role in community and population health through the use of standards-based practice and nursing ethics. Determinants of health in populations, and the impact of social, ecological, and economic elements on community wellness will be analyzed. An introduction to epidemiology, informatics, and evidence-based practice as they relate to the identification of population health risks and the creation of health communities will be included. **Prerequisite(s):** A grade of C or higher in NUR 402, NUR 403, NUR 422, NUR 423, and NUR 424 or NUR 384 and NUR 385.

**NUR 459 Research Application Credits: 1**

**Typically Offered:** Fall, Spring.

**Course Description:** Requires the application of systematic inquiry through the investigation of a problem or topic in nursing practice.

**Prerequisite(s):** Credit or concurrent enrollment in NUR 395.

**NUR 474 Nursing Leadership and Management Credits: 3**

**Typically Offered:** Fall, Spring.

**Course Description:** Exploration and application of standards-based practice with a focus on the nurse as designer, manager, and coordinator of care. Role transition from student to professional nurse is emphasized. **Prerequisite(s):** A grade of C or higher in NUR 402, NUR 403, NUR 422, NUR 423, and NUR 424 or NUR 384 and NUR 385.

**NUR 475 Senior Capstone Clinical Credits: 7**

**Typically Offered:** Fall, Spring.

**Course Description:** Precepted clinical practicum in a variety of practice environments. Focus is on the nurse's role including designer, manager, and coordinator of care in acute-care and community-based settings. Includes application of standards-based practice and role transition with 280 clinical practicum hours. **Prerequisite(s):** A grade of C or higher in NUR 402, NUR 403, NUR 422, NUR 423, and NUR 424 or NUR 384 and NUR 385.

**NUR 479 RN-BSN Capstone Clinical Credits: 3-7**

**Typically Offered:** Fall, Spring.

**Course Description:** Precepted clinical practicum in a variety of practice environments. Focus is on the nurse's role including designer, manager, and coordinator of care in leadership/management/ and community-based setting. Includes application of Standards-Based Practice with 280 practicum hours. May be repeated for credit up to 7 hours.

**Prerequisite(s):** NUR 384 and NUR 385.

**NUR 488 Nursing Senior Seminar Credits: 2**

**Typically Offered:** Fall, Spring.

**Course Description:** Investigation of RN licensure requirements, preparation, and strategies for success on the NCLEX-RN examination. **Prerequisite(s):** Senior standing.

**NUR 492 Selected Topics In Nursing Credits: 1-3**

**Course Description:** Offering: F, Sp, Su. A selected group of electives that pertain to the student's special interests. Credit and time arranged. May be repeated for up to 8 hours. **Prerequisite(s):** Junior standing.

**NUR 493 Intraoperative Nursing Credits: 3**

**Typically Offered:** Departmental Discretion.

**Course Description:** An elective course focusing on role of the nurse in the operating room and the required practice competencies to support patient care in the intraoperative setting. A minimum of seventy-two hours precepted clinical practice in the operating room is required. **Prerequisite(s):** NUR 363 and NUR 364 or RN license.

**NUR 494 Critical Care Nursing Credits: 5**

**Typically Offered:** Departmental Discretion.

**Course Description:** An elective course consisting of 60 hours of classroom instruction followed by 120 hours of precepted clinical learning experience in a Critical Care Unit. Based on the American Association of Critical Care Nurses core curriculum, the course focuses on standards-based care and the role of the nurse in critical care. **Prerequisite(s):** NUR 336 and NUR 395, or RN license.

## Physical Therapist Assistant (PTA)

**PTA 100 Introduction to Physical Therapy Credits: 1**

**Typically Offered:** Fall Summer.

**Course Description:** Introduction to physical therapy and to the role of the physical therapist assistant, including function of the PTA and of the health care team, history of medical care and physical therapy, legal and ethical standards, cultural sensitive care and communication.

**PTA 110 Patient Care Skills Credits: 3****Typically Offered:** Fall.

**Course Description:** Introduction to basic clinical skills, progressing from bedside management to community mobility. Includes vital signs, aseptic technique, patient transfers and gait training. Health and safety issues, including universal (standard) precautions, electrical and hospital safety, and emergency and first aid procedures. Introduction to documentation. To be taken concurrently with PTA 120 and PTA 130. **Prerequisite(s):** Admission into the PTA program.

**PTA 120 Modalities Credits: 3****Typically Offered:** Fall.

**Course Description:** Clinical modality interventions, including thermal modalities, electrical modalities, hydrotherapy and compressive modalities. Soft tissue interventions for patients with edema, wounds, burns, and vascular pathologies. To be taken concurrently with PTA 110 and PTA 130. **Prerequisite(s):** Admission into the PTA program.

**PTA 130 Functional Anatomy Credits: 2****Typically Offered:** Fall.

**Course Description:** Introduction to principles of physics as they relate to movement, including levers and force vectors. Surface anatomy, introduction to musculoskeletal structure and function. Introduction to medical terminology. To be taken concurrently with PTA 110 and PTA 120. **Prerequisite(s):** Admission into the PTA program.

**PTA 140 Measurements and Procedures Credits: 3****Typically Offered:** Spring.

**Course Description:** Methods of data collection including joint range of motion (goniometry), manual muscle testing, anthropometric measurement, and gait analysis. Review and continuation of physical therapy documentation. To be taken concurrently with PTA 160 and PTA 165. **Prerequisite(s):** A grade of C or higher in PTA 100, PTA 110, PTA 120, and PTA 130.

**PTA 160 Clinical Kinesiology Credits: 2****Typically Offered:** Spring.

**Course Description:** The study of the muscular forces acting on anatomical structures to create movement, including normal and pathological biomechanics. To be taken concurrently with PTA 140 and PTA 165. **Prerequisite(s):** A grade of C or higher in PTA 100, PTA 110, PTA 120 and PTA 130.

**PTA 165 Therapeutic Exercise Credits: 2****Typically Offered:** Spring.

**Course Description:** Study of the physiological effect of basic and advanced exercises commonly used in physical therapy, including ROM and stretching, strengthening, aerobic exercise, balance and coordination exercises, proprioceptive exercise, endurance training and aquatic exercise. Common therapeutic exercise protocols used in physical therapy will be presented. Concepts include exercise progression and documentation of exercise as a therapeutic intervention. To be taken concurrently with PTA 140 and PTA 160. **Prerequisite(s):** A grade of C or higher in PTA 100, PTA 110, PTA 120 and PTA 130.

**PTA 185 Clinical Education I Credits: 3****Typically Offered:** Summer.

**Course Description:** First of three practicums in a physical therapy setting. Areas of emphasis include PTA relationships with patients and staff, clinic organization, beginning awareness of patient disorders, initial application of physical therapy techniques, and introduction to documentation. Three weeks of full-time supervised clinical practice. **Prerequisite(s):** A grade of C or higher in PTA 140, PTA 160 and PTA 165.

**PTA 255 Clinical Orthopedics Credits: 3****Typically Offered:** Fall.

**Course Description:** Description, causes, symptoms, tests and physical therapy intervention in orthopedic pathology. The musculoskeletal system and normal biomechanics are reviewed. To be taken concurrently with PTA 260. **Prerequisite(s):** A grade of C or higher in PTA 185.

**PTA 260 Clinical Neurology Credits: 4****Typically Offered:** Fall.

**Course Description:** Neuroanatomy and how damage to this body system is managed by physical therapy intervention. To be taken concurrently with PTA 255. **Prerequisite(s):** A grade of C or higher in PTA 185.

**PTA 265 Diseases and Dysfunctions Credits: 3****Typically Offered:** Spring.

**Course Description:** Diseases and dysfunction encountered in physical therapy across the lifespan, including disorders of the musculoskeletal, cardiovascular, pulmonary, genitourinary, and endocrine systems. Includes pregnancy, arthritis and cancerous conditions. To be taken concurrently with PTA 270 and PTA 280. **Prerequisite(s):** A grade of C or higher in PTA 255 and PTA 260.

**PTA 270 Psychosocial Aspects of Physical Therapy Credits: 1****Typically Offered:** Spring.

**Course Description:** Psychosocial issues in health care as related to physical therapy. To be taken concurrently with PTA 265 and PTA 280. **Prerequisite(s):** A grade of C or higher in PTA 255 and PTA 260.

**PTA 280 Clinical Rehabilitation Credits: 3****Typically Offered:** Spring.

**Course Description:** Physical therapy rehabilitation principles for patients following amputation, total joint surgery, fractures, and spinal cord injury. Proprioceptive neuromuscular facilitation in rehabilitation. Physical therapy interventions with chronic illness, the elderly, and dying patients. To be taken concurrently with PTA 265 and PTA 270. **Prerequisite(s):** A grade of C or higher in PTA 255 and PTA 260.

**PTA 285 Clinical Education II Credits: 5****Typically Offered:** Spring.

**Course Description:** Second of three clinical practicums. Application of physical therapy procedures, appropriate professional behavior and communication. Participation in physical therapy clinic activities in addition to patient care. Six weeks of full-time supervised clinical practice. **Prerequisite(s):** A grade of C or higher in PTA 265, PTA 270 and PTA 280.

**PTA 290 Clinical Education III Credits: 5****Typically Offered:** Summer.

**Course Description:** Third of three clinical practicums. Physical therapy principles and practice with emphasis on achievement of integration, application, communication, and participation at levels consistent with a beginning PTA practitioner. Six weeks of full-time supervised clinical practice. **Prerequisite(s):** A grade of C or higher in PTA 265, PTA 270, and PTA 280.

**PTA 295 Clinical Seminar Credits: 1****Typically Offered:** Summer.

**Course Description:** Review and evaluation of clinical affiliation experiences, board exam preparation, resume writing and interview skills. **Prerequisite(s):** A grade of C or higher in PTA 265, PTA 270 and PTA 280.

## Health Information Management (Bachelor of Science, B.S.)

MWSU offers a one-year Certificate program in Health Information Technology (HIT), a B.S. degree in Health Information Management, and a minor in Health Informatics and Information Management. The Bachelor of Science in HIM is accredited by the Commission on Accreditation for Health Informatics and Information Management Education (CAHIIM). Graduates from CAHIIM accredited baccalaureate degree programs can take the Registered Health Information Administration exam.

Health Information Management prepares confident, innovative, and contributing professionals who can identify and use a variety of information resources and technologies and work throughout the healthcare industry in settings that span the continuum of care. The baccalaureate degree health information management graduate serves as a pivotal team member in the planning, design, implementation, management, use and evaluation of electronic health records and other electronic information systems. Job responsibilities also include serving as brokers of information services. Among the information services provided are definition of requirements and design for clinical and administrative systems development, data administration, clinical data management, data privacy and security management, decision support and data analysis, management of information-intensive areas such as quality/performance improvement, case management and outcomes measurement as well as management of the health information management departmental services. Baccalaureate degree graduates may hold positions as compliance officer, data quality manager, data sets/nomenclature/classification standards manager, educator, healthcare consumer advocate, privacy/security officer, project manager, reimbursement or revenue cycle manager to name a few.

Students gain both theoretical knowledge, and practical experience in healthcare settings to prepare them to respond to the challenge of working in health informatics and health information management. Students should be aware that some courses involve professional practice experiences for a significant number of hours. Because these experiences are usually only available during typical working hours, working students must make arrangements to be absent from their work. Students work closely with their advisors since many of the courses have prerequisites and must be taken in sequence. Some professional management experience sites may require criminal background checks, current medical history, proof of liability insurance, and proof of negative TB tests. Students will be required to travel and may be required to temporarily relocate in order to complete the practical experience. Working students may have to make arrangements to be absent from their work in order to complete class requirements.

Classes are offered in a variety of settings, including web-based learning management system, face to face, and a hybrid method.

### Requirements

Code	Title	Credit Hours
<b>General Studies</b>		
Students must complete General Studies courses (p. 19)		42-47
<b>Major Requirements</b>		
HIF 132	Pharmacology	2
HIF 200	Health Care Delivery Systems	3
HIF 300	Health Data Management	3

HIF 310	Clinical Classification Systems	3
HIF 320	Information Technology and Systems	3
HIF 330	Legal and Ethical Aspects of Healthcare Management	3
HIF 350	Quality Management	3
HIF 371	Professional Management Experience I	2
HIF 379	Revenue Cycle and Reimbursement Management	3
HIF 410	Human Resources and Operations Management	3
HIF 420	Clinical Data Management	3
HIF 430	Applied Health Informatics	3
HIF 440	Financial and Resource Management	3
HIF 460	Applied Research	3
HIF 465	Professional Management Experience II	3
HIF 470	Senior Seminar	1
ACC 201	Introductory Financial Accounting	3
ACT 301	Applied Database Systems	3
ALH 106	Medical Terminology	2
BIO 101	Principles of Biology	4
BIO 250	Anatomy and Physiology	5
BIO 375	Pathophysiology	4
CSC 201	Microcomputer Applications	3
MGT 350	Organizational Behavior	3
NUR 314	Quantitative Analysis for Health Care Research	3
or PSY 300	Introductory Psychological Statistics	

### Graduation Requirements

1. Earn a minimum of 120 credit hours (100 level and higher, maximum of 6 CED credit hours applicable).
2. Earn a minimum of 30 credit hours in upper-division courses. Lower-division transfer courses accepted as meeting upper-division departmental course requirements cannot be used to fulfill this requirement.
3. Earn 30 of the last 45 credit hours at MWSU in institutional coursework (exclusive of credit by examination).
4. Participate in required departmental and campus wide assessments.
5. Earn a grade of C or higher in all major coursework.
6. Earn an overall GPA of at least 2.5 and a major GPA of at least 2.0.
7. Fulfill the Missouri Constitution requirement.

## Population Health Management (Bachelor of Science, B.S.)

The School of Nursing and Health Professions offers a Bachelor of Science in Population Health Management with options in Business, Computer Information Systems, Human Health, and Health Informatics. Students interested in pursuing non-clinical careers in healthcare or related settings select an option in their interest area. Students interested in working with electronic health records and other electronic data management systems may pursue options in health informatics or computer information systems. Students interested in serving as a team member managing health promotion and disease prevention in population subsets may pursue an option in business. Students

interested in a career focusing on health and wellness and improved health outcomes in diverse populations may select an option of human health. Career opportunities include hospital, community and public health, insurance, government, and health care technology settings. All students complete an internship in a field placement of their interest area to enhance their preparation for entering the workforce.

## Requirements

Code	Title	Credit Hours
<b>General Studies</b>		
Students must complete General Studies courses (p. 19)		42-47
<b>Core Requirements</b>		
ALH 106	Medical Terminology	2
ALH 330	Introduction to Epidemiology and Biostatistics	3
ALH 350	Introduction to Population Health	3
ALH 351	Applied Population Health Management Lab	1
ALH 402	Population Health Internship	3
BIO 250	Anatomy and Physiology	5
BIO 375	Pathophysiology	4
COM 412	Health Communication	3
CSC 201	Microcomputer Applications	3
ECO 375	Economics of Health Care	3
PSY 300 or GBA 210	Introductory Psychological Statistics <sup>1</sup> Business Statistics I	3
GBA 220	Business Communications	3
HIF 200	Health Care Delivery Systems	3
HIF 300	Health Data Management	3
HIF 330	Legal and Ethical Aspects of Healthcare Management	3
PSY 220	Health Psychology/Stress Management	3
SOC 360	Sociology of Health, Illness and Medicine	3
PED 391	Personal and Environmental Health	3
<b>Concentration</b>		
Select one of the following concentrations:		12-14
Computer Information Systems		
General Business		
Health Informatics		
Human Health		

<sup>1</sup> PSY 200 Intermediate Psychology will be waived as a prerequisite for PSY 300 Introductory Psychological Statistics

### Computer Information Systems Concentration

Code	Title	Credit Hours
<b>Concentration Requirements</b>		
ACT 301	Applied Database Systems	3
ACT 302	Decision Support Systems	3
ACT 405	Business Intelligence	3
CSC 305	Database Architecture and Concepts	3
Total Credit Hours		12

### General Business Concentration

Code	Title	Credit Hours
<b>Concentration Requirements</b>		
ACC 201	Introductory Financial Accounting	3
ACC 202	Introductory Managerial Accounting	3
FIN 210	Personal Finance	3
MGT 350	Organizational Behavior	3
Total Credit Hours		12

### Health Informatics Concentration

Code	Title	Credit Hours
<b>Concentration Requirements</b>		
ACT 301	Applied Database Systems	3
HIF 320	Information Technology and Systems	3
HIF 420	Clinical Data Management <sup>1</sup>	3
HIF 430	Applied Health Informatics	3
Total Credit Hours		12

<sup>1</sup> For students pursuing this concentration, prerequisite courses for HIF 420 Clinical Data Management will be waived.

### Human Health Concentration

Code	Title	Credit Hours
<b>Concentration Requirements</b>		
ALH 352	Applied Nutrition	2
BIO 251	Medical and Public Health Microbiology	4
BIO 207 or PED 327	Human Ecology Exercise Prescription for Special Populations	3
HIF 132	Pharmacology	2
SWK 260	Introduction to Aging Studies	3
Total Credit Hours		14

## Graduation Requirements

- Earn a minimum of 120 credit hours (100 level and higher, maximum of 6 CED credit hours applicable).
- Earn a minimum of 30 credit hours in upper-division courses. Lower-division transfer courses accepted as meeting upper-division departmental course requirements cannot be used to fulfill this requirement.
- Earn 30 of the last 45 credit hours at MWSU in institutional coursework (exclusive of credit by examination).
- Participate in required departmental and campus wide assessments.
- Earn a grade of C or higher in all major coursework.
- Earn an overall GPA of at least 2.0 and a major GPA of at least 2.0.
- Fulfill the Missouri Constitution requirement.

## Nursing (Bachelor of Science in Nursing, B.S.N.)

The School of Nursing and Health Professions offers a baccalaureate degree in Nursing that provides a foundation of knowledge and skills necessary to be eligible to apply to write the National Council Licensure Examination. Upon satisfactory completion of this examination, the candidate is licensed as a registered professional nurse (RN). The



program is designed with a strong clinical emphasis, based upon the relationship among the concepts of nursing, person, health-illness, environment, nursing education, nursing research, and ethical concepts applied to nursing. Students gain both theoretical knowledge and practical experience in healthcare agencies to prepare them to respond to the challenge of providing quality nursing care to individuals and groups. Some clinical agencies may require criminal background checks and may refuse to allow a student to gain experience in a clinical agency in accordance with provisions of Missouri State Law. A minimum grade of C in each course in the major is required for progression in and completion of the nursing program. The program is fully approved by the Missouri State Board of Nursing and is accredited by the Commission on Collegiate Nursing Education.

## Progression Requirements

Students must achieve a grade of "C" or higher in all required nursing courses in order to continue progression in the Nursing Program. Any student who receives a final course grade of C in two or more nursing courses in a single semester during the Nursing Program will be placed on nursing academic probation. Students placed on Nursing Academic Probation will be required to enroll in NUR 300 Strategies for Success in Nursing in order to progress in the nursing curriculum. Specific Nursing progression, probation, and dismissal policies are available in the School of Nursing and Health Professions.

## Eligibility for Nursing Licensure

Completion of the BSN program does not guarantee eligibility to write the licensure examination. Completion of the program guarantees eligibility to apply to the State Board of Nursing to write the national licensure examination (NCLEX-RN). A criminal background check is conducted by the Missouri State Board of Nursing before a decision is made regarding certificate of registration or authority; permit or license pursuant to section 335.011 to 335.066 for any one or any combination of causes stated in 335.066 subsection 2 of the State of Missouri Nursing Practice Act. Specific information may be obtained by contacting the Missouri State Board of Nursing.

## Requirements

Code	Title	Credit Hours
<b>General Studies</b>		
Students must complete General Studies courses (p. 19)		42-47
<b>Major Requirements</b>		
NUR 302	Introduction to Standards-Based Nursing	3
NUR 303	Introduction to Clinical Nursing Practice	3
NUR 306	Holistic Assessment	3
NUR 308	Professional Concepts in Nursing	1
NUR 314	Quantitative Analysis for Health Care Research	3
NUR 334	Pharmacology I	2
NUR 336	Pharmacology II	2
NUR 363	Adult Health I	5
NUR 364	Adult Health Clinical I	4
NUR 395	Nursing Research in Practice	2
NUR 402	Maternal/Newborn Nursing	3
NUR 403	Pediatric Nursing	3

NUR 422	Adult Health II	4
NUR 423	Adult Health Clinical II	2
NUR 424	Care Coordination Across the Lifespan	2
NUR 435	Mental Health Nursing	3
NUR 453	Community and Population Health	3
NUR 459	Research Application	1
NUR 474	Nursing Leadership and Management	3
NUR 475	Senior Capstone Clinical	7
NUR 488	Nursing Senior Seminar	2

### Support Courses

ALH 352	Applied Nutrition	2
BIO 101	Principles of Biology	4
BIO 250	Anatomy and Physiology	5
BIO 251	Medical and Public Health Microbiology	4
BIO 375	Pathophysiology	4
CHE 104	Fundamentals of Chemistry	5
PHL 230	Ethics	3
PSY 101	General Psychology	3
PSY 240	Life-Span Developmental Psychology	3

## RN-BSN Students

RN's who graduate from an approved ADN, AAS-Nursing, or diploma program must meet the general admission requirements of MWSU and the admission requirements of the School of Nursing and Health Professions and hold a valid RN license. Specific admission and graduation requirements for RN-BSN students are available in the School of Nursing and Health Professions.

Code	Title	Credit Hours
<b>General Studies</b>		

Students must complete General Studies courses (p. 19) 42-47

**A minimum of 30 credit hours will be used to meet the following course requirements:** 30

NUR 302	Introduction to Standards-Based Nursing	
NUR 303	Introduction to Clinical Nursing Practice	
NUR 334	Pharmacology I	
NUR 336	Pharmacology II	
NUR 363	Adult Health I	
NUR 364	Adult Health Clinical I	
NUR 402	Maternal/Newborn Nursing	
NUR 403	Pediatric Nursing	
NUR 422	Adult Health II	
NUR 423	Adult Health Clinical II	
NUR 435	Mental Health Nursing	
NUR 488	Nursing Senior Seminar	

### Major Requirements

BIO 250	Anatomy and Physiology	5
BIO 251	Medical and Public Health Microbiology	4
CHE 104	Fundamentals of Chemistry	5
PHL 230	Ethics	3
PSY 101	General Psychology	3
PSY 240	Life-Span Developmental Psychology	3

NUR 314	Quantitative Analysis for Health Care Research	3
NUR 384	Bridge to Baccalaureate Nursing	3
NUR 385	Health Promotion and Assessment for the RN-BSN Student	3
NUR 395	Nursing Research in Practice	2
NUR 453	Community and Population Health	3
NUR 459	Research Application	1
NUR 474	Nursing Leadership and Management	3
NUR 479	RN-BSN Capstone Clinical	7

**Restricted Electives**

Select a minimum of six credit hours from the following:		6
ALH 352	Applied Nutrition <sup>1</sup>	
BIO 375	Pathophysiology <sup>1</sup>	
COM 412	Health Communication	
HIF 300	Health Data Management	
HIF 350	Quality Management	

<sup>1</sup> In order to meet the standards set forth by the American Association of Colleges of Nursing for baccalaureate degree programs, students must earn credit in Applied Nutrition and Pathophysiology.

## Graduation Requirements

- Earn a minimum of 120 credit hours (100 level and higher, maximum of 6 CED credit hours applicable).
- Earn a minimum of 30 credit hours in upper-division courses. Lower-division transfer courses accepted as meeting upper-division departmental course requirements cannot be used to fulfill this requirement.
- Earn 30 of the last 45 credit hours at MWSU in institutional coursework (exclusive of credit by examination).
- Participate in required departmental and campus wide assessments.
- Earn a grade of C or higher in all major coursework.
- Earn an overall GPA of at least 2.0 and a major GPA of at least 2.0.
- Fulfill the Missouri Constitution requirement.

## Physical Therapist Assistant (Associate of Applied Science, A.A.S.)

The physical therapist assistant performs patient rehabilitation under the supervision of a physical therapist. PTAs treat neurologic, orthopedic and cardiopulmonary dysfunctions, providing pediatric, athletic, and geriatric rehabilitation, treatment for wounds and burns, and more.

The PTA program includes didactic and laboratory preparation, extended opportunity to practice and apply learned skills in affiliated clinical settings, and education necessary for graduates to sit for required state licensing examinations and to function competently as entry-level practitioners.

Four semesters and two summer sessions compose the program. Upon graduation, students receive the Associate of Applied Science degree. PTA students are encouraged to consider the advantages of obtaining a bachelor's degree from Missouri Western.

Admission to the program is limited and must be made independently to the university and to the PTA program. Admission to the university does not guarantee admission to the program. Selection is competitive and is based on applicants' grades, ACT (TEAS or SAT) scores, completion of the Missouri high school core program or equivalent, science and math preparation, letters of recommendation, personal essays, and observation of physical therapy in practice.

One class is admitted each year in the fall semester. Applications are available online at [www.missouriwestern.edu/pta](http://www.missouriwestern.edu/pta) (<http://www.missouriwestern.edu/pta>) with the application deadline of March 31st.

## Requirements

Code	Title	Credit Hours
<b>General Studies</b>		
Students must complete General Studies courses (p. )		15
<b>Major Requirements</b>		
PTA 100	Introduction to Physical Therapy	1
PTA 110	Patient Care Skills	3
PTA 120	Modalities	3
PTA 130	Functional Anatomy	2
PTA 140	Measurements and Procedures	3
PTA 160	Clinical Kinesiology	2
PTA 165	Therapeutic Exercise	2
PTA 185	Clinical Education I	3
PTA 255	Clinical Orthopedics	3
PTA 260	Clinical Neurology	4
PTA 265	Diseases and Dysfunctions	3
PTA 270	Psychosocial Aspects of Physical Therapy	1
PTA 280	Clinical Rehabilitation	3
PTA 285	Clinical Education II	5
PTA 290	Clinical Education III	5
PTA 295	Clinical Seminar	1
BIO 101	Principles of Biology	4
BIO 250	Anatomy and Physiology	5
PSY 101	General Psychology	3

NOTE: The above is expanded upon in the Physical Therapist Assistant handbook that has been developed for use by students.

## Graduation Requirements

- Earn a minimum of 62 credit hours (100 level and above, maximum of 6 CED credit hours applicable).
- Earn 20 of the last 30 credit hours at MWSU in institutional course work (exclusive of credit by examination).
- Participate in required departmental and campus wide assessments.
- Earn a grade of C or higher in all major coursework.
- Earn an overall GPA of at least 2.0 and a major GPA of at least 2.0.
- Fulfill the Missouri Constitution requirement.

# Health Information Technology Certificate

MWSU offers a one-year Certificate program in Health Information Technology (HIT), a B.S. degree in Health Information Management, and a minor in Health Informatics and Information Management. The Bachelor of Science in HIM is accredited by the Commission on Accreditation for Health Informatics and Information Management Education (CAHIIM). Graduates from CAHIIM accredited baccalaureate degree programs can take the Registered Health Information Administration exam.

The Certificate program will prepare the student for an entry-level position in the field of health information management with such employers as hospitals, nursing homes, doctors' offices, and insurance companies.

Health Information Management prepares confident, innovative, and contributing professionals who can identify and use a variety of information resources and technologies and work throughout the healthcare industry in settings that span the continuum of care. The baccalaureate degree health information management graduate serves as a pivotal team member in the planning, design, implementation, management, use and evaluation of electronic health records and other electronic information systems. Job responsibilities also include serving as brokers of information services. Among the information services provided are definition of requirements and design for clinical and administrative systems development, data administration, clinical data management, data privacy and security management, decision support and data analysis, management of information-intensive areas such as quality/performance improvement, case management and outcomes measurement as well as management of the health information management departmental services. Baccalaureate degree graduates may hold positions as compliance officer, data quality manager, data sets/nomenclature/classification standards manager, educator, healthcare consumer advocate, privacy/security officer, project manager, reimbursement or revenue cycle manager to name a few.

Students gain both theoretical knowledge, and practical experience in healthcare settings to prepare them to respond to the challenge of working in health informatics and health information management. Students should be aware that some courses involve professional practice experiences for a significant number of hours. Because these experiences are usually only available during typical working hours, working students must make arrangements to be absent from their work. Students work closely with their advisors since many of the courses have prerequisites and must be taken in sequence. Some professional management experience sites may require criminal background checks, current medical history, proof of liability insurance, and proof of negative TB tests. Students will be required to travel and may be required to temporarily relocate in order to complete the practical experience. Working students may have to make arrangements to be absent from their work in order to complete class requirements.

Students wishing to complete only the certificate can complete the requirements on a part-time basis over a two-year period. Part or all of the program may be offered online. Check with the department for further information.

Classes are offered in a variety of settings, including web-based learning management system, face to face, and a hybrid method.

The Gainful Employment Disclosure for this program may be found h (<https://forms.missouriwestern.edu/finaid/gedt/51.0707->

HITGedt.html)ere (<https://forms.missouriwestern.edu/finaid/gedt/51.0707-HITGedt.html>).

## Requirements

Code	Title	Credit Hours
<b>Certificate Requirements</b>		
HIF 132	Pharmacology	2
HIF 275	Coding and Classification Systems I	3
HIF 276	Coding and Classification Systems I Lab	1
HIF 277	Coding and Classification Systems II	3
HIF 278	Coding and Classification Systems II Lab	1
HIF 300	Health Data Management	3
HIF 379	Revenue Cycle and Reimbursement Management	3
ALH 106	Medical Terminology	2
BIO 101	Principles of Biology	4
BIO 250	Anatomy and Physiology	5
BIO 375	Pathophysiology	4
CSC 201	Microcomputer Applications	3

## Graduation Requirements

1. Earn a minimum of 30 credit hours (100 level and higher, maximum of 6 CED credit hours applicable).
2. Earn 9 of the last 15 credit hours at MWSU in institutional coursework (exclusive of credit by examination).
3. Participate in required departmental and campus wide assessments.
4. Earn a grade of C or higher in all certificate coursework.
5. Earn an overall GPA of at least 2.5.

The Gainful Employment Disclosure for this program may be found online at [www.missouriwestern.edu/finaid/gainful-employment-disclosures](http://www.missouriwestern.edu/finaid/gainful-employment-disclosures) (<http://www.missouriwestern.edu/finaid/gainful-employment-disclosures>).

## Health Informatics and Information Management Minor

### Requirements

This minor utilizes existing courses in computer science and health informatics to create a foundational knowledge base to prepare graduates capable of functioning in a technologically advanced and changing healthcare work environment. It supports baccalaureate degrees in nursing, computer science, and business.

Code	Title	Credit Hours
<b>Minor Requirements</b>		
HIF 300 or NUR 302	Health Data Management <sup>1</sup> Introduction to Standards-Based Nursing	3
PSY 300 or NUR 314	Introductory Psychological Statistics <sup>2</sup> Quantitative Analysis for Health Care Research	3
CSC 201	Microcomputer Applications	3
ACT 301	Applied Database Systems	3
HIF 320	Information Technology and Systems	3

HIF 430	Applied Health Informatics	3
HIF 460	Applied Research <sup>3</sup>	3
Total Credit Hours		21

<sup>1</sup> HIF 200 will be waived as a prerequisite for HIF 300.

<sup>2</sup> PSY 200 will be waived as a prerequisite for PSY 300.

<sup>3</sup> HIF 350 will be waived as a prerequisite for HIF 460.

## Graduation Requirements

1. Have a valid and declared major on file (minors cannot be awarded in the same areas as the major, emphasis or concentration).
2. Earn a minimum of 3 credit hours beyond the major, emphasis, concentration and/or general studies requirements.
3. Earn a minor GPA of at least 2.0.

# INTERDISCIPLINARY STUDIES

## Majors

- General Studies (Bachelor of General Studies, B.G.S.) (p. 251)
- Custom Major (Bachelor of Science in Technology, B.S.T.) (p. 255)
- Interdisciplinary Studies (Bachelor of Interdisciplinary Studies, B.I.S.) (p. 251)
- International Studies (Bachelor of Arts, B.A.) (p. 253)

## Minors

- Childhood Studies Minor (p. 255)
- Cognitive Science Minor (p. 256)
- Gender and Power Studies Minor (p. 256)
- International Studies Minor (p. 257)
- Leadership Minor (p. 258)
- Peace & Conflict Studies Minor (p. 258)

## Bachelor of General Studies (B.G.S.)

[www.missouriwestern.edu/completion/bgs](http://www.missouriwestern.edu/completion/bgs) (<http://www.missouriwestern.edu/completion/bgs>)

The Bachelor of General Studies (BGS) degree is an undergraduate degree for former college students who have delayed or interrupted their studies, and for current students for whom traditional majors are not appropriate. Potential BGS majors are required to have at least 75 earned credit hours with a cumulative GPA of 2.0 or higher and completed general studies math and English composition before a BGS major can be declared.

The BGS degree is designed to be multidisciplinary and have maximum flexibility to suit the needs of the widest variety of students. It builds a custom concentration out of two minors, rather than a single content focus, while meeting all bachelor's degree requirements.

## Requirements

Code	Title	Credit Hours
<b>General Studies</b>		
	Students must complete General Studies courses (p. 19)	42-47
<b>Major Requirements</b>		
	Select two concentration areas according to guidelines	

## Concentration Areas

The BGS degree consists of two concentrations:

- The first concentration must be an existing MWSU minor.
- The second concentration must be either an existing MWSU minor or a custom concentration modeled after a major or minor degree program at a regionally accredited institution.
- The second concentration must contain a minimum of 18 hours of courses that do not duplicate courses in the first concentration.
- One of the concentrations must have a credit bearing applied learning component.
- A minimum 2.0 GPA is required in each concentration and no more than 2 D's are allowed in both concentrations combined.

Custom concentrations:

- Must contain a minimum of 9 hours 300 level or higher.
- Students should work closely with a faculty advisor in ensuring that a custom concentration represents a coherent curriculum.
- Custom concentrations require the approval of the area dean, and the curriculum must be detailed on the BGS Custom Concentration Form and submitted with the Major Declaration Form.

Visit the Western Institute in Spratt 105 or call (816) 271-4109 for program details.

## Graduation Requirements

1. Earn a minimum of 120 credit hours, including 45 from a senior college (100 level and higher, maximum of 6 CED credit hours applicable).
2. Earn a minimum of 30 credit hours in upper-division courses with a minimum of 15 credit hours earned at MWSU. Lower-division transfer courses accepted as meeting upper-division departmental course requirements cannot be used to fulfill this requirement.
3. Earn 30 of the last 45 credit hours at MWSU in institutional coursework (exclusive of credit by examination).
4. Participate in required departmental and campus wide assessments.
5. Earn an overall GPA of at least 2.00 and a GPA of at least 2.0 in each concentration.
6. Fulfill the Missouri Constitution requirement.

## Bachelor of Interdisciplinary Studies (B.I.S.)

The Bachelor of Interdisciplinary Studies (BIS) degree focuses on the development of broad intellectual abilities and skills rather than a large concentration within a traditional academic discipline. This degree option may be of special interest to:

1. students seeking a degree tailored to specific interests not accommodated in an established MWSU major;
2. students who plan, upon graduation, to enter graduate or professional school; and
3. students transferring into MWSU with an AS or AAS degree.

Students who choose this degree option will work with three faculty members to determine the courses that will constitute their BIS-degree programs. This three-person faculty committee will be selected by the chairperson of the department with the 24-credit concentration in consultation with the student. The committee must include:

1. one representative from the department with the 24-credit concentration;
2. one representative from the department with the 12-credit concentration; and
3. one other faculty member.

The faculty member from the department of the 24-credit concentration will serve as the chairperson of the committee, will be responsible for scheduling necessary meetings, and will submit the BIS-degree proposal to the college dean. BIS-degree program proposals must be submitted to the college dean responsible for the department offering the 24-credit concentration. Submission deadlines are: the first Friday in October, the last class day of the Fall Semester, the Friday before Spring break, and the

last class day of the Spring Semester. Prior to receiving final approval by the college dean, a committee composed of the Dean of the Liberal Arts and Sciences, the Dean of Professional Studies, and a total of four faculty, with at least two representatives from each college, will review and approve all proposed degree programs. Notice of program acceptance will be returned within three weeks of the submission deadline, prior to the next scheduled pre- registration or regular registration session.

## Requirements

Code	Title	Credit Hours
<b>General Studies</b>		
Students must complete General Studies courses (p. 19)		42-47
<b>Major Requirements</b>		
Select at least one course from each of the following areas:		21
Area One - Writing:		
COM 345	Nonverbal Communication	
ENG 301	Advanced Composition	
ENG 385	Creative Writing: Prose	
ENG 386	Creative Writing: Poetry	
Course officially designated as Writing Intensive		
Area Two - Analytical and Critical Thinking:		
COM 334	Argumentation and Debate	
ENG 232	Language Awareness	
PHL 219	Reasoning and Argumentation	
PHL 301	Ancient Philosophy	
PHL 304	Modern Philosophy	
BIO/CHE/PHL 308	History and Philosophy of the Natural Sciences	
Area Three - Computer Literacy and Technological Innovation:		
ETC 326	Document Design	
BIO/ENG/HUM/PSC/PSY 314	Technology and Society	
MUS 210 & MUS 410	Introduction to Computer Music Application and Topics in Computer Music Applications	
Course officially designated as Computer Intensive		
Area Four - Appreciation and Tolerance for Diversity:		
ENG 320		
ENG 355	Literature in English: 1860-1945	
ENG 357	Literature in English : 1945-Present	
HIS 370	History of Latin America	
PSC 200	International Politics	
PSY 260	Cross-Cultural Psychology	
REL 360	Selected Topics in Religion	
REL 370	Selected Topics in Comparative Philosophy	
SOC 400	Racial and Ethnic Relations	
Area Five - Ethical and Moral Issues:		
BIO 207	Human Ecology	
COM 304	Media and Society	

COM 314	Persuasion
ENG 321	
ENG 410	
ENG 430	
ENG 460	
ENG 480	
JOU 303	Media Law and Ethics
PHL 312	Contemporary Political Philosophy
PHL 330	Topics in Ethical Theory
PHL 435	Selected Topics in Professional Ethics
PSC 310	Political Theory
REL 361	War, Peace, & Religion
REL 365	Selected Topics in Peace & Conflict Studies
Area Six - Aesthetic Appreciation:	
ENG 441	Shakespeare
PHL 335	Aesthetics and the Arts
THR 367	History of Theatre
Applied Music or Music Ensemble <sup>1</sup>	
Area Seven - Personal Growth and Welfare:	
ALH 352	Applied Nutrition
COM 305	Interpersonal Communication
COM 324	Small Group Communication
FIN 310	Investments
PSY 210	Psychology of Personal Adjustment
SOC 360	Sociology of Health, Illness and Medicine

### Concentrations

First Concentration <sup>2</sup>	24
Second Concentration <sup>3</sup>	12

- <sup>1</sup> All three credit hours must be with one instrument or the same ensemble.
- <sup>2</sup> This concentration requires 12 upper-division credit hours in one discipline (one course must be an in-depth study of methods of investigation in that discipline). No more than 2 courses used to satisfy the 7 Areas may be used in either concentration. Students may substitute an A.S. or A.A.S. degree for this concentration.
- <sup>3</sup> This concentration requires 9 upper-division credit hours from a second discipline or 12 credit hours of one foreign language. No more than 2 courses used to satisfy the 7 Areas may be used in either concentration.

## Graduation Requirements

- Earn a minimum of 120 credit hours (100 level and higher, maximum of 6 CED credit hours applicable).
- Earn a minimum of 45 credit hours in upper-division courses. Lower-division transfer courses accepted as meeting upper-division departmental course requirements cannot be used to fulfill this requirement.
- Earn 30 of the last 45 credit hours at MWSU in institutional coursework (exclusive of credit by examination).
- Participate in required departmental and campus wide assessments.

- 5. Earn an overall GPA of at least 2.00 and a major GPA of at least 2.0.
- 6. Fulfill the Missouri Constitution requirement.

## International Studies (Bachelor of Arts, B.A.)

Students desiring this major should declare their interest to the chairperson of one of the following departments:

- Department of History and Geography;
- Department of English, Foreign Languages, and Journalism; or
- Department of Philosophy and Religion.

At that point each individual student will be assigned a faculty advisor in one of those departments. Applicants should have a minimum GPA of 2.0 to declare this major.

### Requirements

Code	Title	Credit Hours
<b>General Studies</b>		
Students must complete General Studies courses (p. 19)		42-47
<b>Core Requirements</b> <sup>1</sup>		
GEO 100	World Geography	3
Select one of the following:		3
HIS 120	Modern World History	
HIS 230	Modern Europe: 1789 to the Present	
HUM 205	Humanities: American Revolution to the Present	
PSC 200	International Politics	3
or PSC 210	Comparative Political Systems	
Select nine credit hours of courses 300 or higher in a single Foreign Language		9
<b>Focus Area</b>		
Select one of the following focus areas:		12
Arts and Letters option <sup>2</sup>		
Social Sciences option <sup>2</sup>		
Business option		
<b>Electives</b>		
Select six credit hours from any IS-designated courses		6

<sup>1</sup> Students cannot double count core courses in focus areas or as electives in the major.

<sup>2</sup> Students must complete nine hours of course work in a single prefix-designated area of study and 3 hours of course work in any other area of study included within the Focus area.

### Focus Area

#### Arts and Letters Option

Code	Title	Credit Hours
<b>Focus Area Requirements</b>		
Upper-level course work selected from any IS-designated ART, ENG, HIS, HUM, MUS, PHL, or REL courses.		12
Total Credit Hours		12

### Social Sciences Option

Code	Title	Credit Hours
<b>Focus Area Requirements</b>		
Twelve credit hours of upper-level course work selected from any IS-designated COM, ECO, GEO, PSC, PSY, or SOC courses.		12
Total Credit Hours		12

### Business Option

Code	Title	Credit Hours
<b>Focus Area Requirements</b>		
Twelve credit hours of upper-level course work selected from any IS-designated ECO, FIN, GBA, MGT, or MKT courses.		12
Total Credit Hours		12

### International Studies (IS) Designated Courses

Code	Title	Credit Hours
<b>Art</b>		
ART 450	Independent Research/Project	3
<b>Business</b>		
FIN 431	International Financial Management	3
GBA 370	Global Viewpoint	3
MGT 425	International Management	3
MKT 451	International Marketing and Trade	3
<b>Cinema/Communications</b>		
CIN 100	Introduction to Film	3
COM 338	Survey of Rhetorical Theory	3
COM 342	Intercultural Communication	3
COM 450	Independent Research/Project <sup>1</sup>	1-5
<b>Economics</b>		
ECO 260	Principles of Macroeconomics	3
ECO 261	Principles of Microeconomics	3
ECO 376	Economics of the Environment	3
ECO 450	Independent Research/Project <sup>1</sup>	1-6
ECO 461	International Trade	3
ECO 462	History of Economic Thought	3
ECO 463	Comparative Economic Systems	3
<b>English</b>		
ENG 354	Literature in English: 1800-1860	3
ENG 355	Literature in English: 1860-1945	3
ENG 357	Literature in English : 1945-Present	3
ENG 450	Independent Research/Project <sup>1</sup>	1-5
<b>French</b>		
FRE 206	Summer Study/Travel Program in France: Field Work in Paris and Surrounding Area	1-4
FRE 207	Summer Study/Travel Program in a French-speaking Country: Oral and Written French	3
FRE 211	French for the Professional	3
FRE 302	Written Expression and Translation	3

FRE 306	Summer Study/Travel Program in France: Field Work in Paris and Surrounding Area	1-4	HUM 360	Selected Readings in the Humanities	3
FRE 307	Summer Study/Travel Program in French-speaking Country: Oral and Written French	3	HUM 450	Independent Research/Project <sup>1</sup>	1-3
FRE 310	Readings in Francophone Culture and Civilization	3	<b>Music</b>		
FRE 312	Conversation and Diction	3	MUS 310	History of Music: Ancient to Baroque	2
FRE 316	Internship in French	2-6	MUS 311	History of Music: Classical to Modern	2
FRE 322	Contemporary French Society	3	MUS 450	Independent Research/Project <sup>1</sup>	1-5
FRE 340	Extended Study Abroad	3-15	<b>Philosophy</b>		
FRE 403	Advanced Business French	3	PHL 310	Political Theory	3
FRE 422	Introduction to French Culture, Civilization and Literature I	3	PHL 312	Contemporary Political Philosophy	3
FRE 432	Introduction to French Culture, Civilization and Literature II	3	PHL 325	Ethics of Environmental and Natural Resource Policy	3
FRE 442	Introduction to French Culture, Civilization and Literature III	3	PHL 365	Selected Topics in Peace & Conflict Studies	3
FRE 450	Independent Research/Project <sup>1</sup>	1-5	PHL 370	Selected Topics in Comparative Philosophy	3
FRE 452	Advanced Oral Communication in a Professional Environment	3	PHL 450	Independent Research/Project <sup>1</sup>	1-3
<b>Geography</b>			<b>Political Science</b>		
GEO 100	World Geography	3	PSC 200	International Politics	3
GEO 320	Geography of Europe	3	PSC 210	Comparative Political Systems	3
GEO 330	Globalization, Labor, and Resources	3	PSC 310	Political Theory	3
GEO 340	Sustainable Energy	3	PSC 312	Contemporary Political Philosophy	3
GEO 450	Independent Research/Project <sup>1</sup>	1-4	PSC 340	Latin American Political Systems	3
<b>German</b>			PSC 380	Asian Politics	3
GER 211	German for the Professional	3	PSC 390	International Organizations	3
GER 300	Topics in German	3	PSC 400	American Foreign Policy	3
GER 302	Advanced German Grammar	3	PSC 450	Independent Research/Project <sup>1</sup>	1-5
GER 316	Internship in German	2-6	<b>Psychology</b>		
GER 322	Advanced German Culture	3	PSY 260	Cross-Cultural Psychology	3
GER 340	Extended Study Abroad	3-15	PSY 450	Independent Research/Project <sup>1</sup>	1-5
GER 450	Independent Research/Project <sup>1</sup>	1-5	PSY 460	Study Away in Psychology	1-6
<b>History</b>			<b>Religion</b>		
HIS 120	Modern World History	3	REL 250	Religions of East Asia and Oceania	3
HIS 230	Modern Europe: 1789 to the Present	3	REL 251	Religions of the West	3
HIS 320	English History since 1688	3	REL 252	Religions of South Asia and Africa	3
HIS 336	The Crusades	3	REL 360	Selected Topics in Religion	3
HIS 339	Europe 1815-1914	3	REL 361	War, Peace, & Religion	3
HIS 340	Recent European History	3	REL 365	Selected Topics in Peace & Conflict Studies	3
HIS 350	History of the Far East	3	REL 370	Selected Topics in Comparative Philosophy	3
HIS 370	History of Latin America	3	REL 450	Independent Research/Project <sup>1</sup>	1-3
HIS 380	The French Revolution and Napoleon	3	<b>Sociology</b>		
HIS 420	History of Africa	3	SOC 315	Social Inequality and Stratification: Class, Power and Wealth	3
HIS 450	Independent Research/Project <sup>1</sup>	1-5	SOC 400	Racial and Ethnic Relations	3
<b>Humanities</b>			SOC 450	Independent Research/Project <sup>1</sup>	1-3
HUM 203	Humanities: Ancient and Medieval	3	<b>Spanish</b>		
HUM 204	Humanities: Middle Ages to the French Revolution	3	SPA 211	Spanish for the Professional	3
HUM 205	Humanities: American Revolution to the Present	3	SPA 248	Preparatory Course for Interim Program Spanish Studies Abroad	2
			SPA 250	Interim Program in Spanish Studies Abroad: Oral Spanish	3
			SPA 302	Grammar and Composition	3



SPA 310	Spanish Readings	3
SPA 312	Conversation	3
SPA 316	Internship in Spanish	2-6
SPA 322	Introduction to Hispanic Civilization and Culture	3
SPA 332	Introduction to Hispanic Civilization and Culture II	3
SPA 340	Extended Study Abroad	3-15
SPA 348	Preparatory Course for Interim Program in Spanish Studies Abroad	2
SPA 350	Interim Program in Spanish Studies Abroad: Oral Spanish	3
SPA 422	The Literature of Spain	3
SPA 432	Selected Studies in Literature in Spanish	3
SPA 442	Topics in Spanish	3
SPA 450	Independent Research/Project <sup>1</sup>	1-5
SPA 452	Advanced Conversation	3

<sup>1</sup> 450 Independent Research/Project courses in each of the above disciplines may be acceptable either as focus courses or electives as long as they emphasize international issues.

## Graduation Requirements

1. Earn a minimum of 120 credit hours, including 60 from a senior college (100 level and higher, maximum of 6 CED credit hours applicable).
2. Earn a minimum of 30 credit hours in upper-division courses. Lower-division transfer courses accepted as meeting upper-division departmental course requirements cannot be used to fulfill this requirement.
3. Earn 30 of the last 45 credit hours at MWSU in institutional coursework (exclusive of credit by examination).
4. Participate in required departmental and campus wide assessments.
5. Earn an overall GPA of at least 2.00 and a major GPA of at least 2.0.
6. Fulfill the Missouri Constitution requirement.

## Bachelor of Science in Technology (B.S.T.)

### Requirements

The Bachelor of Science in Technology degree with a custom major is designed for the student who has completed a career-oriented associate degree program (A.A.S. or A.S.) from an accredited college or university, (2) who has a significant number of credits in applied coursework from a regionally accredited college or university, or (3) who has a significant number of credits based on military training as recommended by the American Council on Education and desires the bachelor's degree with an additional concentration in an approved area of study.

### Graduation Requirements

1. Complete MWSU general studies requirements (p. 19) (42-47 credit hours) for the Bachelor of Science degree.
2. Earn a minimum of 120 credit hours (100 level and higher, maximum of 6 CED credit hours applicable).

3. Earn a minimum of 30 credit hours in upper division courses. Lower division transfer courses accepted as meeting upper division departmental course requirements cannot be used to fulfill this requirement.
4. Earn a minimum of 30 credit hours in an approved area of concentration outside of the field of an associate degree, applied coursework or military training, with at least 18 credit hours in upper division courses. The courses in the area of concentration must be approved by the primary department of the area and by the dean of the college/school in which the area of concentration is earned.
5. Earn 30 of the last 45 credit hours at MWSU in institutional coursework (exclusive of credit by examination).
6. Participate in required departmental and campus wide assessments.
7. Earn an overall GPA of at least 2.00 and a major (concentration) GPA of at least 2.3.
8. Fulfill the Missouri Constitution requirement.

Visit the Western Institute in Spratt 105 or call (816) 271-4109 for program details.

## Childhood Studies Minor Requirements

Missouri Western State University offers an interdisciplinary minor in childhood studies. This minor is intended for those students who have child-related emphases in their major disciplines, such as juvenile delinquency, child psychology, or pediatrics or for those who simply wish to learn more about the subject of childhood. The minor will also provide a foundation of study for those students who intend to go on to professional or graduate school in order to study in child-related areas. This minor does not provide students with certification to teach in the state of Missouri.

Each student interested in this minor should discuss with his or her major academic advisor which courses best fit that student's discipline and concentration area as well as which general studies courses need to be chosen to satisfy prerequisites. Minor declaration forms shall be kept on file by the Director of Childhood Studies.

To insure that the minor is a truly interdisciplinary experience, at least three disciplines must be represented with no more than nine hours coming from any one discipline:

Code	Title	Credit Hours
<b>Minor Requirements</b>		
Select eighteen credit hours from the following:		18
EDU 313	Family, Community, and Schools: Partnering for Young Children <sup>1</sup>	
EDU 315	Psychology and Education of the Exceptional Child <sup>2</sup>	
EDU 420	Counseling Techniques/Parents	
ENG 400	Literature for Adolescents	
ENG 403	Literature for Children	
LAT 370	Domestic Relations	
LAW 110	Introduction to Juvenile Justice	
LAW 440	Juvenile Law and Procedures	
PED 392	Child Growth and Motor Development	
PSY 319	Child/Adolescent Psychology <sup>3</sup>	
or PSY 240	Life-Span Developmental Psychology	

PSY 470	Child Psychopathology and Exceptionalities <sup>4</sup>
SOC 330	The Family
SWK 325	Family and Child Welfare
THR 337	Theatre for Children and Youth
Internship: Relevant field experience/practicum/ internship through any academic department <sup>5</sup>	
Relevant Special Topics Course offered through any academic department <sup>5</sup>	
Relevant Independent Study arranged with any full-time faculty member <sup>5</sup>	
Total Credit Hours	18

<sup>1</sup> Declared childhood studies minors are exempt from EDU 300 Introduction to Early Childhood Education as a prerequisite for this course

<sup>2</sup> Declared childhood studies minors are exempt from EDU 303 Experience in Teaching II and EDU 304 Applied Methods and Management as prerequisites for this course.

<sup>3</sup> Declared childhood studies minors are exempt from PSY 200 Intermediate Psychology as a prerequisite for this course.

<sup>4</sup> Declared childhood studies minors are exempt from PSY 200 Intermediate Psychology as a prerequisite for this course.

<sup>5</sup> May be repeated for credit. Only three credit hours of any one internship (including student teaching), special topics course, or independent study may be applied to the minor.

## Graduation Requirements

1. Have a valid and declared major on file (minors cannot be awarded in the same areas as the major, emphasis or concentration).
2. Earn a minimum of 3 credit hours beyond the major, emphasis, concentration and/or general studies requirements.
3. Earn a minor GPA of at least 2.0.

## Cognitive Science Minor Requirements

Missouri Western State University offers an interdisciplinary minor in Cognitive Sciences. This minor is intended for students who are interested in an interdisciplinary approach to the study of the brain, mind, and cognition broadly construed. To be able to do this, students in the minor will engage in viewing this topic from multiple perspectives, with a strong foundation in psychology and additional courses that broaden and build on that foundation from other areas across the university. The minor will provide a foundation of study for those students who intend to go on to professional or graduate school in cognitive sciences and related fields such as human factors/usability, computer sciences, philosophy, psychology, neurosciences, and medicine.

Each student interested in the minor should discuss with his or her major academic advisor which courses best fit that student's discipline and concentration area. The minor does allow for an independent readings/ research course or a special topics course to count to the minor, this must be related to cognitive sciences and approved by the director of the minor.

Code	Title	Credit Hours
<b>Minor Requirements</b>		
One course from the following:		3
PSY 335	Learning and Memory	
PSY 340	Cognitive Psychology	
PSY 440	Human-Computer Interaction	
One course from the following:		3
PSY 350	Introduction to Neuroscience	
PSY 355	Sensation and Perception	
One course from the following:		3
ENG 232	Language Awareness	
TSL 467	Second Language Acquisition	
EDU 348	Language Development for Educators	
One course from the following:		3
PHL 219	Reasoning and Argumentation	
PHL 220	Symbolic Logic	
One course from the following:		3
CSC 184	Computing Concepts I	
EGT 102	Programming for Engineering Technology	
One course from the following:		3
BIO/ENG/HUM/PSC/PSY 314 Technology and Society		
PSY 335	Learning and Memory	
PSY 340	Cognitive Psychology	
PSY 440	Human-Computer Interaction	
PSY 350	Introduction to Neuroscience	
PSY 355	Sensation and Perception	
ENG 232	Language Awareness	
Special Topics Course: A 3 credit hour special topics course relevant to cognitive sciences and offered by any academic department		
Independent Study: A 3 credit hour independent study course relevant to cognitive sciences and arranged with any full-time faculty member		
Total Credit Hours		18

## Graduation Requirements

1. Have a valid and declared major on file (minors cannot be awarded in the same areas as the major, emphasis or concentration).
2. Earn a minimum of 3 credit hours beyond the major, emphasis, concentration and/or general studies requirements.
3. Earn a minor GPA of at least 2.0.

## Gender and Power Studies Minor Requirements

Missouri Western State University offers an interdisciplinary minor in Gender and Power Studies. This minor is intended for those students who have interest in social justice issues and want to learn about the complexities inherent in systems of power (race, class, gender, sexuality, and ability among others). This minor is intended for students who have concentrations in their major disciplines, such as communication, political science, psychology, sociology, or for those who wish to learn more about the complex issues regarding gender and power. The minor

will also provide a foundation of study for those students who intend to go on to professional or graduate school in order to study in these areas.

Each student interested in the minor should discuss with his or her major academic advisor which courses best fit that student's discipline and concentration area as well as which general studies courses need to be chosen to satisfy prerequisites. Students enrolled in the Gender and Power Studies minor will also be assigned an advisor from the Gender and Power Studies Committee. Minor declaration forms will be kept on file by the Director of Gender and Power Studies.

Gender and Power Studies minor requires 18 credits in at least three disciplines with no more than nine hours coming from any one discipline.

Code	Title	Credit Hours
<b>Minor Requirements</b>		
Select eighteen credit hours from the following:		18
COM 305	Interpersonal Communication	
COM 342	Intercultural Communication	
COM 385	Communicating Intimacy	
EDU 308	Multicultural Education	
LAT 370	Domestic Relations	
LAT 420	Civil Rights Law	
LAW 345	Victimology	
PED 222	Human Sexuality	
PHL/PSC 312	Contemporary Political Philosophy	
PHL 330	Topics in Ethical Theory	
PSC 317	Gender and Politics	
PSY 222	Psychology of Gender	
PSY 260	Cross-Cultural Psychology	
SOC 315	Social Inequality and Stratification: Class, Power and Wealth	
SOC 330	The Family	
SOC 400	Racial and Ethnic Relations	
SWK 325	Family and Child Welfare	
Internship: Relevant field experience/practicum/ internship arranged through any academic department. <sup>1</sup>		
Relevant Special Topics Course offered through any academic department. <sup>1</sup>		
Relevant Independent Study arranged with any full-time faculty member. <sup>1</sup>		
<b>Total Credit Hours</b>		<b>18</b>

<sup>1</sup> May be repeated for credit. Only 3 credit hours of an internship, special topics course, or independent study that is being taken for more than 3 credit hours may be applied to the minor.

For more courses designated as GAP, please contact the faculty member who coordinates the Gender and Power Studies program.

## Graduation Requirements

1. Have a valid and declared major on file (minors cannot be awarded in the same areas as the major, emphasis or concentration).
2. Earn a minimum of 3 credit hours beyond the major, emphasis, concentration and/or general studies requirements.
3. Earn a minor GPA of at least 2.0.

## International Studies Minor Requirements

The minor in International Studies is designed to give students exposure to international issues from different perspectives. With the growing globalization of business, governments, and recreation, it is almost certain that today's students will participate in international activities. This minor can help prepare them to maximize the benefit from those interactions.

Code	Title	Credit Hours
<b>Minor Requirements</b>		
Select twenty-four credit hours from the following groups: <sup>1</sup>		24
Foreign Language Group:		
FRE 100	Elementary French I or GER 100 Elementary German I or SPA 100 Elementary Spanish I	
FRE 101	Elementary French II or GER 101 Elementary German II or SPA 101 Elementary Spanish II	
FRE 200	Intermediate French I or GER 200 Intermediate German I or SPA 200 Intermediate Spanish I	
FRE 211	French for the Professional or GER 211 German for the Professional or SPA 211 Spanish for the Professional	
Social Science Group:		
GEO 320	Geography of Europe	
GEO 330	Globalization, Labor, and Resources	
HIS 320	English History since 1688	
HIS 340	Recent European History	
HIS 370	History of Latin America	
PSC 210	Comparative Political Systems	
PSC 400	American Foreign Policy	
REL 360	Selected Topics in Religion	
REL 361	War, Peace, & Religion	
REL 365	Selected Topics in Peace & Conflict Studies	
REL 370	Selected Topics in Comparative Philosophy	
Business Group:		
ECO 461	International Trade	
ECO 463	Comparative Economic Systems	
FIN 431	International Financial Management	
GBA 370 & GBA 371	Global Viewpoint and Business Study/Travel Experience	
MGT 425	International Management	
MKT 451	International Marketing and Trade	
<b>Total Credit Hours</b>		<b>24</b>

<sup>1</sup> This minor must include a minimum of 18 credit hours outside the major department. Additionally, no more than 18 credit hours can be used from any one group.

## Graduation Requirements

1. Have a valid and declared major on file (minors cannot be awarded in the same areas as the major, emphasis or concentration).
2. Earn a minimum of 3 credit hours beyond the major, emphasis, concentration and/or general studies requirements.
3. Earn a minor GPA of at least 2.0.

## Leadership Minor Requirements

Missouri Western State University offers an interdisciplinary minor in Leadership Studies. This minor is a multidisciplinary field of study that concentrates on leadership in the context of human environment (organizational, personal, educational, family, etc.). The minor provides a foundation for understanding the qualities and characteristics of good leaders in different settings.

Students interested in minoring in Leadership Studies should discuss this with their major academic advisor to decide on the best fit area of concentration. Minor declaration forms shall be kept on file by the Director of Leadership Studies.

Code	Title	Credit Hours
<b>Minor Requirements</b>		
Core Leadership Courses:		
LDR 140	Introduction to Leadership	3
LDR 420	Leadership Practicum	3
PHL 230	Ethics	3
LAT 335	Introduction to Mediation	3
or LAT 430	Conflict Management	
Students must complete at least 9 credit hours from one of the following areas of concentration:		9
Communication Leadership		
COM 210	Presentational Communication	
COM 215	Introduction to Public Relations	
COM 324	Small Group Communication	
COM 410	Organizational Communication	
COM 411	Crisis Public Relations & Risk Communication	
Business/Management Leadership		
ENT 201	Entrepreneurship I	
GBA 220	Business Communications	
MGT 350	Organizational Behavior	
MGT 360	Organizational Theory, Design and Change Management	
PSY 310	Industrial/Organizational Psychology	
Community Leadership		
COM 215	Introduction to Public Relations	
COM 411	Crisis Public Relations & Risk Communication	
PED 388	Community Health	
or SWK 330	Human Behavior and the Social Environment I	
PSC 320	Public Administration	
SOC 230	Social Problems	
Student Leadership		

COM 305	Interpersonal Communication
PSC 320	Public Administration
LDR 300	Selected Topics in Leadership Studies
LDR 450	Student Leadership Independent Project
PSY 365	Social Psychology
Diversity Leadership	
COM 342	Intercultural Communication
PSY 260	Cross-Cultural Psychology
PSY 222	Psychology of Gender
SOC 230	Social Problems
SOC 400	Racial and Ethnic Relations
Military Leadership	
MIL 102	Leadership Practicum
MIL 116	Introduction to the Army and Critical Thinking
MIL 112	Leadership Practicum
MIL 126	Adaptive Leadership and Professional Competence
MIL 202 & MIL 216	Leadership Practicum and Leadership and Decision Making
MIL 212 & MIL 226	Leadership Practicum and Army Doctrine and Team Building
Total Credit Hours	21

<sup>1</sup> PSY 101 General Psychology is a prerequisite for all of the Psychology courses

## Graduation Requirements

1. Have a valid and declared major on file (minors cannot be awarded in the same areas as the major, emphasis or concentration).
2. Earn a minimum of 3 credit hours beyond the major, emphasis, concentration and/or general studies requirements.
3. Earn a minor GPA of at least 2.0.

## Peace & Conflict Studies Minor Requirements

[www.missouriwestern.edu/pr/minors](http://www.missouriwestern.edu/pr/minors) (<https://www.missouriwestern.edu/pr/minors>)

Students must complete at least 18 credit hours from the categories listed below. At least three disciplines must be represented with at least two courses outside of the student's major degree program.

Code	Title	Credit Hours
<b>Minor Requirements</b>		
Core PACS Courses:		
Select at least two of the following:		6-9
LAT 335	Introduction to Mediation	
PSC 374	Exploring War and Peace in the Modern World	
REL 361	War, Peace, & Religion	
Other PACS Courses:		
Select at least one of the following:		3-12

LAT 365	Selected Topics in Peace & Conflict Studies (may be repeated)
LAT 430	Conflict Management
PHL 365	Selected Topics in Peace & Conflict Studies (may be repeated)
PSC 365	Selected Topics in Peace & Conflict Studies (may be repeated)
PSC 426	Peace and Justice in Post-Conflict Societies
REL 365	Selected Topics in Peace & Conflict Studies (may be repeated)
Restricted Electives:	
Select no more than two of the following: 0-6	
COM 305	Interpersonal Communication
COM 342	Intercultural Communication
HIS 340	Recent European History
LAT 370	Domestic Relations
LAT 420	Civil Rights Law
LAW 200	Introduction to Corrections
LAW 270	Probation and Parole
LAW 315	Criminal Justice Concepts and Issues
LAW 345	Victimology
PHL 230	Ethics
PHL 310	Political Theory
PHL 312	Contemporary Political Philosophy
PHL 330	Topics in Ethical Theory
PHL 435	Selected Topics in Professional Ethics
PSC 200	International Politics
PSC 310	Political Theory
PSC 312	Contemporary Political Philosophy
PSC 317	Gender and Politics
PSC 340	Latin American Political Systems
PSC 370	American Public Policy
PSC 375	Seminar on Terrorism and Homeland Security
PSC 390	International Organizations
PSC 400	American Foreign Policy
PSY 230	Psychology of Communication
PSY 260	Cross-Cultural Psychology
SOC 230	Social Problems
SOC 315	Social Inequality and Stratification: Class, Power and Wealth
SOC 400	Racial and Ethnic Relations
SOC 430	Criminology

## Graduation Requirements

1. Have a valid and declared major on file (minors cannot be awarded in the same areas as the major, emphasis or concentration).
2. Earn a minimum of 3 credit hours beyond the major, emphasis, concentration and/or general studies requirements.
3. Earn a minor GPA of at least 2.0.

# WESTERN INSTITUTE

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Dr. Gordon Mapley, Dean & Executive Director  
 gmapley@missouriwestern.edu  
 (816) 271-4100  
[www.missouriwestern.edu/wi](http://www.missouriwestern.edu/wi) (<http://www.missouriwestern.edu/wi>)

The Western Institute provides varied educational opportunities in a variety of settings. The institute serves adults – including active duty military and veterans - seeking to complete a college degree they began earlier in life, college students attending satellite sites or taking online courses, high school students seeking college credit, business and industry seeking to improve employees' skills and knowledge, adults seeking workplace skills or specific job training, children desiring to expand their skills in art and music, and adults seeking personal enrichment. The Western Institute is also the home for Conferences, the Walter Cronkite Memorial, Scheduling, Study Abroad & Exchange Programs, the Law Enforcement Academy, and the Testing Center. The mission of the Institute is to serve the community through a wide range of educational programs and educational delivery options.

## Credit Courses

The Western Institute provides initial advisement to adults interested in using the Bachelor of Science in Technology (<http://catalog.missouriwestern.edu/undergraduate/interdisciplinary-studies/custom-major-bst>) or the Bachelor of General Studies (<http://catalog.missouriwestern.edu/undergraduate/interdisciplinary-studies/general-studies-bgs>) to complete college degrees begun earlier in life.

The Western Institute sponsors several education programs for off-campus and nontraditional students. These include: online courses, Dual Credit classes (college credit offered in high schools), and upper-division and graduate credit classes in Kansas City.

The Western Institute offers a number of elective courses for college students. A maximum of six (6) credits in continuing education courses, numbered 100 or higher, and bearing the CED prefix, may be applied toward the total requirements required for a Missouri Western degree, but may not be applied toward the academic major.

The Western Institute is home for the MWSU Regional Law Enforcement Academy/Police Officer Standardized Training (P.O.S.T.) program. This program takes approximately 23 weeks and consists of 18 hours of Criminal Justice coursework (12 hours in Fall or Spring Semester, and 6 offered in two mini-semesters). A year-long part-time program is also available. These programs certify participants to become police officers in the state of Missouri. The 18 hours are fully applicable to both Western's associate and baccalaureate degrees in Criminal Justice. In addition, the curriculum includes physical training and health coursework that sufficiently overlaps PED 101 Fitness and Wellness such that cadets are required to enroll in an additional 3 credits for this course. Cadets who already have credit for PED 101 Fitness and Wellness will enroll in a substitute PED course.

Missouri Western State University offers degree programs and coursework at the North Kansas City site located at the Village at Burlington Creek:

6364 North Cosby Ave  
 Kansas City, Missouri 64151  
 (816) 746-1001

This site provides coursework for a Bachelor of Science in Education - Elementary Education. Additional courses are offered at this site.

Also, MSN courses are offered in a blended format (live and video conference) at hospitals in the Kansas City Northland. For information on this program call (816) 271-5845.

## Conferences and Community

The Western Institute is responsible for non-resident and resident conferences, seminars, and special events. Using University facilities, these conferences, seminars and special events serve local, regional and international groups and organizations.

The Western Institute offers training programs for business and industry and other workforce development programs, including re-certification courses. Programs may be customized to meet corporate needs.

The Western Institute is responsible for Artscape, the Griffon Junior Singers, and the Symphonic Youth Orchestra. These programs are designed to engage children in arts activities and to build their appreciation for and skills in the performing and creative arts.

Personal enrichment courses (e.g., photography, sign language, nutrition & weight control) are offered to the community.

## Scheduling Services

Scheduling Services is responsible for oversight of all campus facility usage and reservation and coordination of event support services. Campus facilities may be reserved and used by campus departments and student organizations free of charge (charges may apply for event support services, extensive set-up/tear-down or use of the Fulkerson Center, Griffon Indoor Sports Complex or Spring Sports Complex). Event support services include facility set-up and tear-down, campus dining and audio/visual equipment and support. Information about Scheduling Services may be obtained on-line at [www.missouriwestern.edu/scheduling](http://www.missouriwestern.edu/scheduling). (<http://www.missouriwestern.edu/scheduling>)

Priority for facility usage and governing policies are outlined in the Missouri Western Policy Guide that can be found on-line at [www.missouriwestern.edu/hr](http://www.missouriwestern.edu/hr). (<http://www.missouriwestern.edu/hr>)

## Study Abroad & Exchange Programs

(816) 271-4194  
[www.missouriwestern.edu/studyabroad](http://www.missouriwestern.edu/studyabroad) (<http://www.missouriwestern.edu/studyabroad>)

The Office of Study Abroad and Exchange Programs exists to offer Missouri Western students the opportunity to enrich their educational experience by studying away from the St. Joseph campus. This is achieved through institutional affiliation with several international universities and domestic organizations that provide study abroad and exchange opportunities around the world. In addition, the Office of Study Abroad and Exchange Programs sponsors several study abroad opportunities each year that are taught by Missouri Western faculty. Study abroad and exchange programs vary in length, but can last as little as a few days or extend to an entire academic year.

Students wishing to participate in a study abroad or an exchange program are encouraged to contact the Office of Study Abroad and Exchange Programs in Spratt 105. The email address is [studyaway@missouriwestern.edu](mailto:studyaway@missouriwestern.edu). ([studyaway@missouriwestern.edu](mailto:studyaway@missouriwestern.edu))

**INT 100 International Study-Lower Division Credits: 1-12**

**Typically Offered:** Departmental Discretion.

**Course Description:** Students studying in a semester abroad or exchange program recognized by Missouri Western State University may receive INT 100 credit if hours taken off campus are equivalent to a Western lower level course. By enrolling in INT 100, the students maintains MWSU enrollment and upon return to the campus facilitates the translation of courses taken abroad into Western credit. All credits received in INT 100 are subject to the pre-approval of the Director of Study Abroad and Exchange Programs.

**INT 200 International Study-Cultural Experience Credits: 1-12**

**Typically Offered:** Departmental Discretion.

**Course Description:** Students studying in a semester abroad or exchange program recognized by Missouri Western State University may receive INT 200 credit if hours have no equivalent in Missouri Western's curriculum. INT 200 allows credit for a cultural experience for which there is no MWSU equivalent. By enrolling in INT 200, the student maintains MWSU enrollment and upon return to the campus facilitates the translation of courses taken abroad into Western credit. All credits received in INT 200 are subject to the pre-approval of the Director of Study Abroad and Exchange Programs.

**INT 300 International Study-Upper Division Credits: 1-12**

**Typically Offered:** Departmental Discretion.

**Course Description:** Students studying in a semester abroad or exchange program recognized by Missouri Western State University may receive INT 300 credit if hours taken off campus are equivalent to upper division Missouri Western courses. By enrolling in INT 300, the student maintains MWSU enrollment and upon return to the campus facilitates the translation of courses taken abroad into Western credit. All credits received in INT 300 are subject to the pre-approval of the Director of Study Abroad and Exchange Programs.

## Testing Center

The Testing Center is responsible for standardized tests offered to University students, prospective students and to community residents; and monitors testing for students and community residents whose exams need to be proctored. Visit [www.missouriwestern.edu/testing](http://www.missouriwestern.edu/testing) (<http://www.missouriwestern.edu/testing>) for more information.

## CED Tuition and Fees

Tuition for continuing education classes are divided into two categories: credit and noncredit courses. Most credit courses carry the same tuition and fees as regular Missouri Western courses. Non-credit course fees are based on the expense to offer each course.

**Refund Policy:** The refund policy for credit classes is the same as other credit courses at MWSU. Noncredit students may receive a full refund on noncredit Institute classes, if notification is received one week prior to the first class period or if the class is cancelled. After the first class meeting, but prior to the second class session, students may receive a 50% refund (minus a \$5 administrative charge) if it is requested in writing. No refunds will be made after the second scheduled class meeting.

## Walter Cronkite Memorial

Since St. Joseph, Mo., is both the birthplace of Walter Cronkite and the home of Missouri Western State University, the university established the Walter Cronkite Memorial in 2013 as a tribute to the St. Joseph native - [www.missouriwestern.edu/wcm](http://www.missouriwestern.edu/wcm) (<http://www.missouriwestern.edu/wcm>). The memorial, which continues to expand in size and scope, currently occupies 6,000 square feet in the Spratt Hall Atrium. The memorial

includes images, videos and memorabilia from Cronkite's life and the many events he covered as a journalist. Additionally, the University created two original multimedia productions to honor Cronkite. These plays are periodically performed live at the memorial; recorded versions also are shown for visitors.

A central feature of the Walter Cronkite Memorial is a 9' X 21' work of art that includes 39 images of world and national news events reported by Cronkite. An interactive kiosk enables visitors to bring these images to life via video clips of actual news broadcasts, Cronkite's reflections and summaries of the historical significance of the events.

The memorial includes a replica of the newsroom from which Cronkite broadcast the news during the 1960s-1970s. Tours can be arranged calling (816) 271-4100.

# UNIVERSITY GOVERNANCE

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## University Cabinet

**Dr. Robert A. Vartabedian**, *President*

**Dr. Doug Davenport**, *Interim Provost and Vice President for Academic Affairs*

**Dr. Cale Fessler**, *Vice President for Financial Planning & Administration*

**Shana Meyer**, *Vice President for Student Affairs*

**Jerry Pickman**, *Vice President for University Advancement and Executive Director of University Foundation*

**Josh Looney**, *Director of Athletics*

**Brandt Shields**, *Director of External Relations*

**Jomel Nichols**, *Director, Public Relations and Marketing*

**Kim Sigrist**, *Executive Associate to the President*

## Board of Governors

**David Liechti** (term expires October 29, 2019)  
*Appointed by Governor Jay Nixon, March 2014*

**Brigadier General Gregory Mason, MOARNG, Retired** (term expires October 29, 2018)  
*Appointed by Governor Jay Nixon, December 2012*

**Alfred Purcell** (term expires October 29, 2018)  
*Appointed by Governor Jay Nixon, December 2012*

**Debbie Smith** (term expires October 29, 2020)  
*Appointed by Governor Jay Nixon, November 2015*

**Joseph Kellogg (Student Governor)** (term expires December 31, 2017)  
*Appointed by Governor Jay Nixon, May 2016*



# UNIVERSITY ACCREDITATIONS & APPROVALS

Missouri Western State University is accredited by the Higher Learning Commission (HLC). For information about HLC Accreditation, contact:

The Higher Learning Commission  
30 North La Salle Street, Suite 2400  
Chicago, IL 60602-2504  
Telephone 800-621-7440  
[www.hlcommission.org](http://www.hlcommission.org) (<http://www.hlcommission.org>)

In addition, Missouri Western has earned the following specialized accreditations:

- Association to Advance Collegiate Schools of Business (AACSB International) - Institutional Accreditation Steven L. Craig School of Business & Technology, BS in Business Administration
- Commission on Accreditation for Health Informatics and Information Management Education (CAHIIM) - Health Information Technology AS, Health Information Management, BS
- Commission on Accreditation in Physical Therapy Education (CAPTE) - Physical Therapist Assistant, AAS
- Commission on Collegiate Nursing Education (CCNE) - Nursing: BSN, MSN
- Council on Social Work Education (CSWE) - Social Work, BSW
- Engineering Technology Accreditation Commission of ABET (ETAC of ABET) - Construction Engineering Technology, BS; Electronics Engineering Technology, BS
- National Accrediting Agency for Clinical Laboratory Science (NAACLS) - Clinical Program in Medical Technology
- National Association of Schools of Music (NASM) - Music: BA, BM, BME
- National Council for Accreditation of Teacher Education (NCATE) - Elementary Education BSE, Early Childhood Education BSE, Art BSE, English BSE, Music BME, French BSE, Spanish BSE, Speech and Theatre BSE; Teacher Certification attached to the BS in Biology, Chemistry, Mathematics, Physical Education and Social Science

## Curriculum Approval

- American Chemical Society (ACS) - BS, Chemistry

## Program Approval

- American Bar Association (ABA) – Legal Assistant: Certificate, AS, minor in Legal Studies
- Missouri State Board of Education with the Department of Elementary and Secondary Education (SBOE/DESE) – Educator Preparation Programs in Elementary Education BSE, Early Childhood Education BSE, Art BSE, English BSE, Music BME, French BSE, Spanish BSE, Speech and Theatre BSE; Teacher Certification attached to the BS in Biology, Chemistry, Mathematics, Physical Education and Social Science
- Missouri State Board of Nursing (MSBN) - BSN, Nursing

## Campus Locations

Higher Learning Commission approved locations include:

- Missouri Western State University main campus located at:  
4525 Downs Drive  
St. Joseph, MO 64507  
(816) 271-4200
- MWSU Northlands campus located at:  
6364 N Cosby Avenue  
Kansas City, MO 64151  
(816) 746-1001
- Metropolitan Community College Penn Valley campus located at:  
3201 Southwest Trafficway  
Kansas City, MO 64111  
(816) 271-4100

# ALUMNI & FOUNDATION

## Foundation

The Missouri Western State University Foundation was established in 1969 as an independent entity to promote private giving to help the University move into the forefront of public higher education. The Foundation encourages, holds, invests and disburses private gifts of cash, securities, appreciated assets and personal property, all toward the goal of providing services, programs and facilities that strengthen the mission of the University.

Donations and gifts may be unrestricted or restricted to target specific interests of the University including scholarships, awards, equipment grants, program funding and capital improvements or may be unrestricted to assist with the future needs that meet the goals of the institution.

Major gifts to the Foundation have contributed substantially toward the growth of the University and its continuous goal of excellence in such projects as the Fulkerson Center, Spratt Memorial Stadium, Victory Plaza, improvements to the Hearnes Center, Leah Spratt Hall, the Glenn E. Marion Memorial Clock Tower, the University Plaza, Kelley Commons, the Walter Cronkite Memorial, and the Agenstein/Remington Halls project, and the establishment of the Craig School of Business & Technology.

Capital campaigns allow the Foundation to secure private sector resources to perpetuate the distinctive values and contributions of Missouri Western State University. Funding for the Agenstein Hall renovation and construction of Remington Hall were part of Missouri Western's previous capital campaign, Achieving Greatness. The Foundation is currently raising funds for facilities, endowments and programming as part of the Centennial Capital Campaign, which went public in January 2015.

The Missouri Western Foundation is a tax-exempt corporation; therefore, gifts made through it are tax deductible as appropriate. Its activities are directed by an independent, volunteer board that works closely with the University administration to identify needs and allocate funds.

## The Missouri Western Alumni Association

The Missouri Western Alumni Association was established in 1970 to advance the educational interests of the University. The Association provides opportunities for alumni to stay connected to Missouri Western and offers student scholarships each year.

The Alumni Association hosts Homecoming activities and reunions, Commencement receptions for graduates and their families, as well as the Forever Griffons Luncheon, which celebrates graduates of 40 years or more. The Alumni Association coordinates as many as 40 activities throughout the year through its regional chapters – St. Joseph, Kansas City and St. Louis – and its alumni networks – Future Griffons (a family-focused group), the Craig School of Business and Technology Alumni Network, Black Alumni Network, Griffon Band Alumni and Forever Griffons.

During Homecoming week, the Association recognizes outstanding alumni, a current faculty member and a University supporter at its annual banquet. Nominations for the awards may be submitted year round on the University website. Distinguished alumni include Esther George '80, president of the Federal Reserve Bank of Kansas City, Bill Snyder '59, Kansas State head football coach, Charles Bruffy '81, multiple Grammy

Award winner conductor of the Kansas City Chorus, and Cheri Kempf '85, softball analyst for ESPN and commissioner of National Pro Fastpitch.

The Association serves more than 29,000 Missouri Western alumni who reside in all 50 states as well as several foreign countries and territories. A list of alumni events and activities can be found at [www.missouriwestern.edu/alumni/events](http://www.missouriwestern.edu/alumni/events) (<http://www.missouriwestern.edu/alumni/events>).

## Missouri Western Ambassadors

The Missouri Western State University Ambassadors is comprised of community and campus members who are interested in the University and what it offers to the community at large. The Ambassadors serve as a bridge between the campus and community.

Through their activities, they make St. Joseph and surrounding communities aware of the educational, cultural and financial benefits of Missouri Western. The major focus of the Ambassadors is to raise funds for scholarships for nontraditional students. Their fundraiser, Night at the Ritz, is held every spring, and three luncheon/meetings are held every year. For more information call (816) 271-5920.

# UNIVERSITY FACULTY

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## A

**Kaye Adkins** (1999) Professor, English & Modern Languages Department. B.S., Pittsburg State University; M.A., Ph.D., University of Kansas.

**Perry Adkins** (2013) Instructor, Craig School of Business. B.S.B.A., M.B.A., Pittsburg State University; C.P.A..

**Allison Anderson** (2018) Instructor, School of Nursing & Health Professions. B.S.N., M.S.N., Missouri Western State University.

**Kevin Anderson** (2001) Professor, Computer Science, Mathematics & Physics Department. B.A., Bethany College; M.S., Ph.D., Kansas State University.

**Dana Andrews** (2007) Instructor, English & Modern Languages Department. B.A., University of Iowa; M.F.A., Texas State University.

**Jordan Atkinson** (2017) Assistant Professor, Communication & Journalism Department. B.A., Morehead State University; M.A., Morehead State University; Ph.D., West Virginia University.

## B

**Jason Baker** (2000) Professor, Biology Department. B.S., Ph.D., Kansas State University.

**Julie Baldwin** (2004) Associate Professor, School of Nursing & Health Professions. A.S.N., Riverside Community College; B.S.N., California State University-Fullerton; M.S.N., University of Missouri-Kansas City; DNP, Indiana Wesleyan University.

**Csengele Barta** (2012) Associate Professor, Biology Department. B.S., Babes-Bolyai University; M.S., Biological Research Center of the Hungarian Academy of Sciences; Ph.D., University of Szeged.

**Cynthia Bartels** (2004) Instructor, English & Modern Languages Department. B.A., Southwest Missouri State University; M.A., University of Arkansas.

**Susan Bashinski** (2013) Professor, Education Department. B.S., M.Ed., University of Missouri-Columbia; Ed.D., University of Kansas.

**Sourav Batabyal** (2017) Assistant Professor, Economics, Political Science & Sociology Department. B.S., M.S., University of Calcutta; M.A., Ph.D., University of Wisconsin-Milwaukee.

**Ana Bausset** (2011) Assistant Professor, English & Modern Languages Department. B.A., M.A., Brigham Young University; Ph.D., University of Utah.

**Stacia Bensyl** (1991) Chairperson and Professor, English & Modern Languages Department. B.S.Ed., Northwest Missouri State University; M.A., University College Dublin; Ph.D., University of Nebraska-Lincoln.

**Robert Bergland** (1997) Professor, Communication & Journalism Department. B.A., Millikin University; M.A., Ph.D., Purdue University.

**Ollie Bogdon** (2018) Assistant Professor, Education Department. B.S., M.S., Cornell University-Ithaca; Ph.D., University of Missouri-Kansas City.

**Christopher Bond** (2009) Associate Professor, Communication & Journalism Department. B.S., University of Southern Mississippi; M.S., Mississippi College; Ph.D., University of Memphis.

**Jennifer Botello** (2018) Assistant Professor, Education Department. B.S., M.S., Southern Illinois University-Edwardsville; M.A., Ed.D., Lindenwood University.

**Thomas Brecheisen** (2018) Assistant Professor, Theatre, Cinema & Dance Department. B.A., University of Nevada-Las Vegas; M.F.A., Academy of Art University.

**Peter Britton** (2015) Assistant Professor, Art Department. A.A.S., Brookdale Community College; B.F.A., M.F.A., Miami International University.

**Evelyn Brooks** (1995) Professor, School of Nursing & Health Professions. B.S.N., Fort Hays State University; M.S.N., Wichita State University; Ph.D., University of Kansas.

**Brian Bucklein** (2010) Associate Professor, Computer Science, Mathematics & Physics Department. B.S., B.A., East Carolina University; Ph.D., Brigham Young University.

## C

**Michael Cadden** (1996) Professor, English & Modern Languages Department. B.A., B.A., M.A., Virginia Polytechnic Institute and State University; D.A., Illinois State University.

**Benjamin Caldwell** (1998) Professor, Chemistry Department. B.Sc., Randolph-Macon College; Ph.D., University of Virginia.

**Cristi Campbell** (2004) Associate Professor, School of Nursing & Health Professions. B.S., Missouri Western State College; M.S., University of Missouri; M.S.N., Vanderbilt University School of Nursing; DNP, University of Missouri-Kansas City.

**Elizabeth Canon** (2015) Assistant Professor, English & Modern Languages Department. B.A., University of Florida; Ph.D., University of Georgia.

**James Carviou** (2013) Assistant Professor, Communication & Journalism Department. B.A., M.A., University of Wisconsin-Milwaukee; Ph.D., University of Iowa.

**Francisco Castilla Ortiz** (2006) Assistant Professor, English & Modern Languages Department. B.A., M.A., Ph.D., University of Utah.

**Michael Charlton** (2008) Associate Professor, English & Modern Languages Department. B.A., M.A., Ph.D., University of Oklahoma.

**Ronda Chesney** (2015) Instructor, Education Department. B.A., Missouri Western State University; M.S.Ed., Baker University.

**Lori Chester** (2016) Instructor, Computer Science, Mathematics & Physics Department. B.S., University of Oklahoma; M.S., Tulsa University.

**Cary Chevalier** (1996) Professor, Biology Department. B.S., M.S., Arizona State University; Ph.D., University of California.

**Cheng-Huei Chiao** (2007) Associate Professor, Craig School of Business. B.S., M.S., National Chung-Hsing University; Ph.D., University of Wisconsin-Milwaukee.

**Hong Choi** (2007) Professor, Health, Physical Education & Recreation Department. B.A., Yon Sei University; M.S., United States Sports Academy; Ph.D., Oklahoma State University.

**Victoria Christgen** (2017) Assistant Professor, Art Department. B.F.A., Missouri Western State University; M.F.A., Maryland Institute College of Art.

**William Chuber** (2016) Instructor, Military Science Department. B.S., University of St. Mary.

**William Church** (2002) Associate Professor, English & Modern Languages Department. B.A., Missouri Western State College; M.A., University of Missouri-Kansas City; Ph.D., University of Kansas.

**Gary Clapp** (2017) Associate Professor, Chemistry Department. B.S./ACS, Mankato State University; Ph.D., Oregon State University.

**Pamela Clary** (2007) Associate Professor, Criminal Justice, Legal Studies & Social Work Department. A.A., Highland Community College; B.S., Kansas State University; M.S.W., University of Kansas; Ph.D., Kansas State University.

**Janice Cools-Stephens** (2018) Assistant Professor, English & Modern Languages Department. B.A., Ph.D., University of the West Indies; M.A., New Mexico State University.

**Jason Costanzo** (2015) Assistant Professor, Philosophy & Religion Department. B.A., Franciscan University of Steubenville; M.A., Ph.D., Katholieke Universiteit Leuven.

**Brian Cronk** (2012) Chairperson and Professor, Psychology Department. B.S., University of Wisconsin-Madison; M.A., Bradley University; Ph.D., University of Wisconsin-Milwaukee.

## D

**Douglas Davenport** (2015) Interim Provost and Professor, Criminal Justice, Legal Studies & Social Work Department. B.A., Central Bible College; M.P.A., Ph.D., Texas Tech University.

**Dominic DeBrincat** (2015) Assistant Professor, History & Geography Department. B.A., University of Michigan-Dearborn; J.D., M.A., Wayne State University; Ph.D., University of Connecticut.

**Teddi Deka** (1997) Professor, Psychology Department. B.S., M.A., Ph.D., Ohio State University.

**Lane DesAutels** (2016) Assistant Professor, Philosophy & Religion Department. B.A., University of Puget Sound; M.A., Western Michigan University; Ph.D., University of Maryland.

**Clint Dickerson** (2017) Instructor, Military Science Department.

**Regan Dodd** (2012) Associate Professor, Health, Physical Education & Recreation Department. B.S., M.S.E., Northwest Missouri State University; M.B.A., Baker University; Ph.D., University of Kansas.

**Dawn Drake** (2012) Associate Professor, History & Geography Department. B.S., Indiana University of Pennsylvania; M.S., University of Delaware; Ph.D., University of Tennessee.

**Michael Ducey** (2001) Chairperson and Professor, Chemistry Department. B.S., University of Kansas; Ph.D., University of Michigan.

## E

**Todd Eckdahl** (1993) Chairperson and Professor, Biology Department. B.S., University of Minnesota-Duluth; Ph.D., Purdue University.

**Thomas Edwards** (2007) Professor, Music Department. B.M., M.M., Bob Jones University; D.M.A., Peabody Conservatory of Music.

**Grey Endres** (2017) Instructor, Criminal Justice, Legal Studies & Social Work Department. B.S.E., University of Kansas; M.S.W., University of Kansas.

**Benjamin England** (2014) Assistant Professor, Psychology Department. B.A., Western Connecticut State University; M.A., Ph.D., Texas Tech University.

**Jonathan Euchner** (1993) Assistant Professor, Economics, Political Science & Sociology Department. B.A., University of Northern Iowa; M.A., University of South Carolina; Ph.D., University of Kentucky.

## F

**Kelly Fast** (2014) Assistant Professor, School of Nursing & Health Professions. B.S.B.A., Quincy University; M.S., College of St. Scholastica.

**Rebecca Foley** (2009) Associate Professor, Art Department. B.A., Rice University; M.F.A., Indiana University.

**Susan Foster** (2017) Assistant Professor, School of Nursing & Health Professions. A.A.S., Crowder College; B.S., Stephen College; M.B.A., Stephens College.

**Phillip Frank** (2016) Assistant Professor, Craig School of Business. B.S., Appalachian State University; M.B.A., High Point University; Ph.D., University of North Carolina at Greensboro.

**Jana Frye** (2014) Assistant Professor, Criminal Justice, Legal Studies & Social Work Department. B.S., Truman State University; M.S.W., University of Kansas.

**Eric Fuson** (2009) Artist in Residence, Art Department. B.A., Missouri Western State University.

## G

**Carissa Ganong** (2016) Assistant Professor, Biology Department. B.S., Mansfield University; M.S., University of Central Arkansas; Ph.D., University of Georgia.

**Nathan Gay** (2014) Assistant Professor, Music Department. B.A., Missouri State University; M.M., D.M.A., University of Missouri-Kansas City Conservatory of Music and Dance.

**Jacklyn Gentry** (2018) Assistant Professor, School of Nursing & Health Professions. B.S.N., Ed.D., University of Arkansas; M.S.N., University of Phoenix.

**Emily Gioielli** (2018) Assistant Professor, History & Geography Department. B.A., Mount Vernon Nazarene College; M.A., University of Cincinnati; Ph.D., Central European University.

**Suzanne Godboldt** (2012) Associate Professor, Criminal Justice, Legal Studies & Social Work Department. B.S., Florida Southern College; M.A., Sam Houston State University; Ph.D., University of Nebraska at Omaha.

**Christopher Godfrey** (1982) Professor, Computer Science, Mathematics & Physics Department. B.S., University of Central Arkansas; Ph.D., Iowa State University.

**Aaron Grant** (2018) Assistant Professor, Music Department. B.M., M.A., The Pennsylvania State University; Ph.D., University of Rochester, Eastman School of Music.

**Michael Grantham** (2016) Assistant Professor, Biology Department. B.S., Emporia State University; Ph.D., Louisiana State University.

**Beth Gregory** (2016) Assistant Professor, Education Department. B.S.E., M.S., Northwest Missouri State University; Ed.D., University of Missouri.

**Konrad Gunderson** (2000) Associate Professor, Craig School of Business. B.A., Luther College; M.S., University of Wisconsin-Madison; Ph.D., University of Nebraska-Lincoln.

## H

**Angela Haas** (2015) Assistant Professor, History & Geography Department. B.A., Ithaca College; M.A., Ph.D., Binghamton University.

**Reza Hamzaee** (1984) Professor, Economics, Political Science & Sociology Department. B.S., National University of Iran; M.A., University of California-Santa Barbara; Ph.D., Arizona State University.

**Cosette Hardwick** (1999) Associate Professor, School of Nursing & Health Professions. B.S., University of Kansas; DPT, Creighton University.

**Ronald Harrelson** (2005) Chairperson and Associate Professor, Music Department. B.M., University of Southern Mississippi; D.M.A., M.M., University of Missouri-Kansas City.

**Crystal Harris** (1999) Associate Professor, School of Nursing & Health Professions. Nursing Diploma, Saint Luke's Hospital School of Nursing; B.S.N., William Jewell College; M.S.N., University of Kansas; Ph.D., University of Missouri-Kansas City.

**David Harris** (2010) Associate Professor, Art Department. B.A., Missouri Western State College; M.F.A., Fort Hays State University.

**Shawna Harris** (2009) Associate Professor, Communication & Journalism Department. B.S., Southern Utah University; M.A., University of Nevada; Ph.D., University of Georgia.

**Teresa Harris** (2004) Professor, Art Department. B.A., Missouri Western State College; M.F.A., Fort Hays State University.

**Evan Hart** (2017) Assistant Professor, History & Geography Department. B.A., University of Southern Indiana; M.A., Ph.D., University of Cincinnati.

**Connie Hecker** (2000) Assistant Professor, Computer Science, Mathematics & Physics Department. B.S., Missouri Western State College; M.S., Regis University.

**Jennifer Hegeman** (1990) Chairperson and Professor, Computer Science, Mathematics & Physics Department. B.A., Augustana College; M.A., Indiana University; Ph.D., University of Missouri-Kansas City.

**Kelly Henry** (1999) Professor, Psychology Department. B.S., William Jewell College; M.A., University of Illinois at Urbana-Champaign; Ph.D., University of Illinois at Urbana-Champaign.

**Elise Hepworth** (2014) Associate Professor, Music Department. B.S.E., Northwest Missouri State University; M.M.E., Kansas City Conservatory of Music, University of Missouri; D.A., University of Mississippi.

**Matthew Hepworth** (2014) Assistant Professor, Art Department. B.A., Eastern Washington University; M.F.A., Savannah College of Art & Design.

**Shauna Hiley** (1997) Professor, Chemistry Department. B.S., Central Missouri State University; Ph.D., University of Wyoming.

**Paul Hindemith** (2016) Assistant Professor, Music Department. B.M., Southern Methodist University; M.M., University of Maryland-College Park; D.M.A., University of Minnesota.

**Jeffrey Hinton** (1995) Assistant Professor, Music Department. B.M.E., M.A., Northeast Missouri State University.

**Jeannette Holland** (2017) Instructor, Economics, Political Science & Sociology Department. B.S.B.A., Missouri Western State University; M.A., University of Missouri-Kansas City.

**Cassie Hoppas** (2018) Assistant Professor, Theatre, Cinema & Dance Department. B.F.A., Emporia State University; M.F.A., The University of Alabama.

**Peter Hriso** (2008) Chairperson and Professor, Art Department. B.S., University of Southern Indiana; M.F.A., The Ohio State University.

## I

**Deborah Irvine** (1994) Professor, Education Department. B.S.E., M.A., Ed.S., Pittsburg State University; Ph.D., University of Kansas.

## J

**Jennifer Jackson** (2017) Assistant Professor, Communication & Journalism Department. B.A., Otterbein College; M.A., University of Cincinnati; Ph.D., University of Memphis.

**Julie Jedlicka** (2015) Assistant Professor, Biology Department. B.S., M.S., University of Michigan-Ann Arbor; Ph.D., University of California-Santa Cruz.

**Deborah Jeffries** (2015) Instructor, Chemistry Department. A.A., Wentworth Junior College; B.S., M.A.S., Missouri Western State University.

**Cynthia Jeney** (2000) Professor, English & Modern Languages Department. B.S., Northern Arizona University; M.A., Ph.D., Arizona State University.

**Adrienne Johnson** (2013) Assistant Professor, Education Department. B.A., University of Denver; M.A., National Louis University; Ph.D., University of Kansas.

**Britton Johnson** (2009) Associate Professor, Health, Physical Education & Recreation Department. B.S., Albion College; M.A., Western Michigan University; Ph.D., Walden University.

**Jeremy Jones** (2015) Dean and Assistant Professor, Craig School of Business. B.S., M.B.A., Arkansas State University; Ph.D., University of Mississippi.

**K**

**Ali Kamali** (1996) Professor, Economics, Political Science & Sociology Department. B.A., National University of Iran; M.A., University of Detroit; Ph.D., Michigan State University.

**Meredith Katchen** (2004) Instructor, English & Modern Languages Department. B.A., M.A., California State University-Fresno.

**Heather Kendall** (2008) Associate Professor, School of Nursing & Health Professions. B.S.N., Missouri Western State University; M.S.N., University of Missouri-Kansas City; Ph.D., University of Missouri-Kansas City.

**Joseph Kendall-Morwick** (2017) Assistant Professor, Computer Science, Mathematics & Physics Department. B.S., Ohio State University; M.S., Ph.D., Indiana University.

**Joachim Kibirige** (1991) Professor, Economics, Political Science & Sociology Department. B.A., Makerere University; M.S., Ph.D., University of Missouri-Columbia.

**Michael Kimmel** (2018) Assistant Professor, Craig School of Business. B.S., St. Louis University; M.B.A., Western Carolina University; Ph.D., University of Texas at Arlington.

**Suzanne Kissock** (2005) Chairperson and Associate Professor, Criminal Justice, Legal Studies & Social Work Department. B.A., St. Louis University; J.D., St. Louis University School of Law.

**Steven Klassen** (1995) Associate Professor, Computer Science, Mathematics & Physics Department. B.S., Friends University; M.S., University of Houston-Clear Lake; Ph.D., Texas A & M University.

**Brooksie Kluge** (2014) Instructor, English & Modern Languages Department. B.A., M.A., Missouri State University.

**Joshua Knight** (2016) Assistant Professor, Music Department. B.M., M.M., University of Central Arkansas; D.M.A., University of Oklahoma.

**Haruka Konishi** (2018) Assistant Professor, Education Department. B.A., Temple University Japan; Ph.D., University of Delaware.

**Melinda Kovacs** (2012) Associate Professor, Economics, Political Science & Sociology Department. M.A., ELTE, Hungary; M.A., Central European University; M.A., Ph.D., Rutgers University.

**Karen Koy** (2008) Associate Professor, Biology Department. B.S., Bowling Green State University; M.S., Indiana University; Ph.D., University of Illinois at Chicago.

**Justin Kraft** (2007) Chairperson and Professor, Health, Physical Education & Recreation Department. B.S., Jamestown College; M.A., University of Northern Colorado; Ph.D., University of Alabama.

**Kenneth Kriewitz** (2002) Advanced Instructor, Health, Physical Education & Recreation Department. B.S., M.S., Central Missouri State University.

**Marianne Kunkel** (2014) Assistant Professor, English & Modern Languages Department. B.A., Auburn University; M.F.A., University of Florida; Ph.D., University of Nebraska-Lincoln.

**Yipkei Kwok** (2015) Assistant Professor, Computer Science, Mathematics & Physics Department. B.S., Hong Kong Baptist University; M.S., California State University; Ph.D., The University of Texas at El Paso.

**L**

**Toby Lawrence** (2017) Assistant Professor, Theatre, Cinema & Dance Department. B.A., University of Missouri-Kansas City; M.F.A., California Institute of the Arts.

**Greg Lawson** (2016) Instructor, Computer Science, Mathematics & Physics Department. A.A., Community College of the Air Force; B.S., University of Maryland-College Park; M.A.S., Missouri Western State University.

**Stanley Lemanski** (2012) Associate Professor, History & Geography Department. B.A., Concordia College; M.A., University of Michigan; M.Div., Concordia Seminary; M.A., Ph.D., University of Akron.

**Mark Lewis** (2005) Professor, Craig School of Business. B.S., University of Kansas; M.S., Ph.D., Southern Methodist University.

**Kathy Liao** (2014) Assistant Professor, Art Department. B.A., B.F.A., University of Washington; M.F.A., Boston University.

**Gregory Lindsteadt** (2005) Professor, Criminal Justice, Legal Studies & Social Work Department. B.S., University of Nebraska; M.S., Central Missouri State University; Ph.D., Indiana University.

**Bob Long** (2004) Assistant Professor, Music Department. B.M.E., M.A., Truman State University; D.M.A., University of Missouri-Kansas City.

**Steven Lorimor** (1999) Associate Professor, Chemistry Department. B.S., Central Missouri State University; Ph.D., University of Wyoming.

**Brett Luthans** (1996) Professor, Craig School of Business. B.S., M.A., Ph.D., University of Nebraska-Lincoln.

**M**

**Dalong Ma** (2014) Assistant Professor, Craig School of Business. B.S., Tianjin University; M.B.A., Ph.D., Shandong University; Ph.D., University of Louisville.

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**Jon Mandracchia** (2015) Associate Professor, Psychology Department. B.A., Truman State University; M.A., Ph.D., Texas Tech University.

**David Marble** (2013) Assistant Professor, Criminal Justice, Legal Studies & Social Work Department. B.A., Brigham Young University; M.P.A., University of Utah; M.S., Ph.D., University of Texas at Dallas.

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**David Kratz Mathies** (2009) Associate Professor, Philosophy & Religion Department. B.A., Goshen College; MATS, Anabaptist Mennonite Biblical Seminary; Ph.D., Boston University.

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**David McIntire** (2013) Assistant Professor, Music Department. B.S., Nazareth College of Rochester; M.M., Ithaca College, M.M., D.M.A., University of Missouri-Kansas City.

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**Mark Mills** (2008) Associate Professor, Biology Department. B.S., M.A., University of Nebraska at Omaha; Ph.D., University of Georgia.

**Sergio Molina** (2015) Assistant Professor, Health, Physical Education & Recreation Department. B.A., Wichita State University; M.S., Pittsburg State University; Ph.D., University of South Carolina.

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**Wes Moore** (2017) Assistant Professor, Engineering Technology Department. B.S.Ed., B.S.C., M.U., M.S., University of Missouri-Columbia.

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## N

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## O

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## P

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## Q

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## R

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## S

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## T

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## V

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**Barbara Voigt** (2012) Instructor, Western Institute. B.S., Oklahoma State University; M.S., Central Missouri State University.

## W

**Kristen Walton** (2006) Professor, Biology Department. B.S., Missouri State University; Ph.D., University of North Carolina.



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**Caroline Whiteman** (2016) Assistant Professor, English & Modern Languages Department. B.A., Smith College; Master, Université de Bordeaux III; Ph.D., University of Colorado.

**Robert Willenbrink** (2013) Dean and Professor, Theatre, Cinema & Dance & Cinema Department. B.A., M.A., Moorehead State University; Ph.D., Bowling Green State University.

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## Y

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## Z

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**Yihong (Irene) Zhang** (2016) Instructor, Craig School of Business. B.A., Zhengzhou University; M.S., Illinois State University; M.A., Kansas State University.

**Zhao Zhang** (1998) Professor, Engineering Technology Department. B.S., Tsinghua University; M.S., Peking Union Medical College; Ph.D., University of Missouri-Rolla.

**Jinwen Zhu** (2005) Chairperson and Professor, Engineering Technology Department. B.S., Southwest Jiaotong University; M.S., Sichuan University; M.S., Ph.D., University of North Carolina.

**Christine Ziemer** (2012) Associate Professor, Psychology Department. B.A., Lawrence University; Ph.D., University of Iowa.

## EMERITI FACULTY

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### A

**Jerry Anderson**, Professor Emeritus of Music.

**William Andresen**, Professor Emeritus of Biology.

**Leonard Archer**, Professor Emeritus of Chemistry.

**Jerry Aschermann**, Professor Emeritus of Education.

**John Atkinson**, Professor Emeritus of Mathematics.

### B

**James Bargar**, Professor Emeritus of Psychology.

**Denise Bartles**, Professor Emerita of Business.

**George Bishop**, Professor Emeritus of Computer Science.

**Brenda Blessing**, Professor Emerita of Health, Physical Education & Recreation.

**Richard Boutwell**, Professor Emeritus of Biology.

**Carolyn Brose**, Professor Emerita of Nursing.

### C

**Joseph Castellani**, Professor Emeritus of English.

**Richard Crumley**, Professor Emeritus of Biology.

### D

**Jeanne Daffron**, Provost and Professor Emerita of Nursing.

**Marsha Dolan**, Professor Emerita of Health Information Management.

### E

**Nancy Edwards**, Professor Emerita of Education.

**William Eickhorst**, Professor Emeritus of Art.

**Charles Erickson**, Professor Emeritus of Health, Physical Education & Recreation.

**Cordelia Esry**, Professor Emerita of Nursing.

**James Estes**, Professor Emeritus of Art.

**Lee Evinger**, Professor Emeritus of Biology.

### F

**Mary Jane Fields**, Professor Emerita of Education.

**Frances Flanagan**, Professor Emerita of English.

**Harry Force**, Professor Emeritus of Biology.

**M. Lou Fowler**, Professor Emerita of Business.

**M. Jane Frick**, Professor Emerita of English.

### G

**Ruth Galloway**, Professor Emerita of English.

**Mary Jo Gay**, Professor Emerita of Nursing.

**John Gilgun**, Professor Emeritus of English.

**Sue Gille**, Professor Emerita of Nursing.

**F. Matthew Gilmour**, Professor Emeritus of Music.

**James Grechus**, Professor Emeritus of Health, Physical Education & Recreation.

**Bonnie Greene**, Professor Emerita of Health, Physical Education & Recreation.

**Barry Greenwald**, Professor Emeritus of Business.

**Bonnie Gregory**, Professor Emerita of Nursing.

**Steven Greiert**, Professor Emeritus of History.

### H

**Thomas C. Hansen**, Professor Emeritus of Education.

**Jeannie Harmon-Miller**, Professor Emerita of Art.

**Solon Earl Haynes**, Professor Emeritus of Education.

**Achsah M. Heckle**, Professor Emeritus of Chemistry.

**Susan Hinrichs**, Professor Emerita of Computer Science.

**Rosemary Hoffmann**, Professor Emerita of Foreign Languages.

**John T. Hughest**, Professor Emeritus of Art.

### J

**David John**, Professor Emeritus of Mathematics.

**Martin A. Johnson**, Dean Emeritus.

**Ernest Johnston**, Professor Emeritus of Physics.

### K

**Joanne Katz**, Professor Emerita of Criminal Justice.

**Frank Kessler**, Professor Emeritus of Political Science.

**Dale Krueger**, Professor Emeritus of Business.

### L

**Louise Lacy**, Professor Emerita of Humanities & Communications.

**Larry Lambing**, Professor Emeritus of Chemistry.

**Elizabeth Latosi Sawin**, Professor Emerita of English.

**Cathy Lawson**, Professor Emerita of Economics.

**Larry Lawson**, Professor Emeritus of Business.

**Kenneth Lee**, Professor Emeritus of Mathematics.

**Donald Lillie**, Professor Emeritus of Theatre (posthumous).

**James L. Long**, Professor Emeritus of Physical Education.

## M

**William G. Mack**, Professor Emeritus of Bands.

**Michael Magoon**, Professor Emeritus of Foreign Languages.

**Don Mahaffy**, Professor Emeritus of Mathematics.

**Michael Mathews**, Professor Emeritus of Music.

**Janet Gorman McCarthy**, President Emerita.

**Christa McCay**, Professor Emerita of English.

**Patrick McLearn**, Professor Emeritus of History.

**Jon Mark Mikkelsen**, Professor Emeritus of Philosophy.

**Jill Miller**, Professor Emerita of Criminal Justice.

**Marian Mitchell**, Professor Emerita of Business.

**Julia Mullican**, Professor Emerita of Psychology.

**C. Phil Mullins**, Professor Emeritus of Philosophy.

## N

**G. Barry Nelson**, Professor Emeritus of Engineering Technology.

## O

**Kathleen O'Connor**, Professor Emerita of Nursing.

**Gloria Owen-Roddy**, Professor Emerita of English.

## P

**Henry Pilgram**, Professor Emeritus of Social Work.

**Richard Porr**, Professor Emeritus of Education.

**Thomas C. Price**, Professor Emeritus of Music.

## R

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**Sally Radmacher**, Professor Emerita of Psychology.

**Roberta Riemer**, Professor Emerita of Music.

**Donald Robbins**, Professor Emeritus of Biology.

**Carol Roever**, Professor Emerita of Business.

**Marcia Rogers**, Professor Emerita of Office Information Systems.

**Kenneth Rosenauer**, Professor Emeritus of English.

**John Rushin**, Professor Emeritus of Biology.

## S

**Allison Sauls**, Professor Emerita of Art.

**James Scanlon**, President Emeritus.

**Leo Schmitz**, Professor Emeritus of Mathematics.

**Julia Schneider**, Library Director Emerita.

**Richard Schwarz**, Professor Emeritus of Chemistry.

**Ethel H. Shrout**, Professor Emerita of Business.

**Faye Smith**, Professor Emerita of Business.

**Michael Smith**, Professor Emeritus of Education.

**Russell Smith**, Professor Emeritus of Chemistry.

**David Steiniche**, Professor Emeritus of Political Science.

**Keith Stutterheim**, Professor Emeritus of Engineering Technology.

## T

**Ann Thorne**, Professor Emerita of English.

## V

**Nader Vargha**, Professor Emeritus of Economics.

## W

**Phil Wann**, Professor Emeritus of Psychology.

**Jerry Wilkerson**, Professor Emeritus of Mathematics.

**Diana Winston**, Professor Emerita of Education.

**Nannette Wolford**, Professor Emerita of Health, Physical Education & Recreation.

## Z

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# UNIVERSITY ADMINISTRATION & STAFF

---

## A

**Roger Adams** (2007) HVAC/R Technician, Physical Plant.

**Ryan Addington** (2016) University Police Officer, University Police. A.S., Drury University.

**Bryan Adkins** (2018) Director of Physical Plant, Physical Plant.

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## B

**Claudia Baer** (2018) Student Employment Coordinator, Career Development Center. B.S., Missouri State University.

**Dawn Baker** (2014) Administrative Assistant, Academic, Communication & Journalism. B.S., Missouri Western State University.

**Marilyn Baker** (2010) Director of Financial Aid, Financial Aid. B.S.B.A., Missouri Western State University.

**Tyler Ball** (2018) University Police Officer, University Police.

**Jay Balsamo** (2003) Carpenter/Cabinet Maker, Physical Plant.

**David Barnes** (2001) Custodian (Auxiliary), Physical Plant.

**Deb Beahler** (2006) Custodian, Physical Plant. A.S., Missouri Western State University.

**Shawn Becker** (2015) Head Coach (Women's Tennis), Athletics. B.S., Philadelphia University; M.B.A., Southern New Hampshire University.

**Kim Beckett** (2006) Administrative Support Assistant, Admissions Department.

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**Henry Blacketer** (2012) Custodian, Physical Plant.

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## C

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## D

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## E

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**G**

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## V

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## Y

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## Z

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# ACADEMIC CALENDAR

## 2018-2019 Missouri Western Academic Calendar

### Fall 2018

Faculty/Staff Plan Week	August 20-24	
Classes Begin	August 27	Monday
Labor Day (no classes/campus closed)	September 3	Monday
Registration Begins for Spring	October 8	Monday
Mid-term Grades Due	October 24	Wednesday
Last day to Withdraw	November 2	Friday
Fall Break (no classes/campus closed)	November 18-25	Sunday-Sunday
Last Day of classes	December 7	Friday
Final Exams	December 8-14	Saturday-Friday
Commencement	December 15	Saturday
Final Grades Due	December 18	Tuesday
Campus Closed	December 24-January 1	

### Spring 2019

Campus re-opens	January 2	Wednesday
Classes Begin	January 14	Monday
Martin Luther King Day (no classes/campus closed)	January 21	Monday
Presidents' Day (classes in session/campus open)	February 18	Monday
Registration Begins for Summer/Fall	February 25	Monday
Spring Break (no classes/campus open)	March 10-17	Sunday-Sunday
Mid-Term Grades Due	March 20	Wednesday
Last Day to Withdraw	March 29	Friday
Last Day of Classes	April 26	Friday
Final Exams	April 27-May 3	Saturday-Friday
Commencement	May 4	Saturday
Final Grades Due	May 7	Tuesday

### Summer 2019

Classes Begin for Eight-week/1st Four-week sessions	May 28	Tuesday
Last Day to Withdraw from 1st Four-week session	June 13	Thursday
Final Exams for 1st Four-week session	June 20	Thursday
Classes Begin for 2nd Four-Week session	June 24	Monday

Final Grades Due for 1st Four-Week session	June 26	Wednesday
Last Day to Withdraw from Eight-week session	June 27	Thursday
Independence Day (no classes/campus closed)	July 4	Thursday
Last Day to Withdraw from 2nd Four-week session	July 11	Thursday
Final Exams for Eight-week/2nd Four-week sessions	July 18	Thursday
Final Grades Due	July 24	Wednesday

**This academic calendar is subject to change.**

The most up-to-date academic calendar information can be found at [www.missouriwestern.edu/acadaff/calendars](http://www.missouriwestern.edu/acadaff/calendars) (<http://www.missouriwestern.edu/acadaff/calendars>).





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# GRADUATE CATALOG

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Welcome to Missouri Western State University's 2018-19 online Graduate School catalog. This catalog outlines academic programs, course information, degree requirements and policies as well as providing general information and resources.

While this catalog is an excellent resource for information, students are responsible for understanding the requirements for meeting degree or certificate completion.

University Telephone (816) 271-4200  
Graduate School Telephone (816) 271-4394  
Admissions (816) 271-4266  
Admissions Toll Free 1-800-662-7041

4525 Downs Drive, St. Joseph, Missouri 64507-2294

Missouri Western is an equal opportunity  
educational institution/employer.

# UNIVERSITY INFORMATION

Missouri Western State University has a proud tradition of providing a high quality, affordable education to students in the state of Missouri and beyond. More than 28,000 alumni have transformed their lives, and the lives of their families, through the power of a Missouri Western education.

From its founding as the St. Joseph Junior College in 1915 to becoming a comprehensive, master's granting university in 2005, Missouri Western has remained committed to being a University where all students, from all backgrounds, have the opportunity to succeed.

Students hail from throughout the United States and more than 30 countries. Missouri Western alumni continue to deepen the University's impact on the community, region, nation and world.

Missouri Western is a four-year, state-supported institution providing a variety of degree programs through the college of liberal arts and sciences, the college of professional studies, the School of Fine Arts, the Craig School of Business & Technology, School of Nursing and Health Professions and the Graduate School. The University is authorized under Missouri statutes to offer professional master's degrees, four-year baccalaureate programs, two-year associate degrees, pre-professional transfer programs and one-year certificates. In addition, the University offers continuing education courses, seminars, conferences and workshops through the Western Institute.

## The Griffon

A Griffon, which is half lion and half eagle, was chosen in 1918 as the mascot of St. Joseph Junior College, the institution which later became Missouri Western State University. The mythical creature was selected because it is considered a guardian of riches, and education is viewed as a precious treasure. Its wings are spread in the shape of the state of Missouri to signify the union of the college with the state.

## Vision, Mission and Values

### Vision

Missouri Western will be the premier open access regional university, known for transforming the lives of our students and the communities we serve. Missouri

### Mission

Western State University is a student-centered learning community preparing individuals for lives of excellence through applied learning.

### Values

In fulfilling our mission and pursuing our vision, we the people of Missouri Western State University hold in common these values:

#### **Service**

We share the common purpose of serving students, one another and the people of the region.

#### **Quality**

We are committed to the quality of our programs, our students, and our partnership with the people of the region.

#### **Enthusiasm**

We are enthusiastic about learning and confident that we can make a difference in the lives of students through their learning.

#### **Freedom**

We promote the free exchange of ideas that makes education liberating and democracy unique.

#### **Respect**

We act as individuals and as a campus community with respect for diversity and for the best in human potential.

#### **Courage**

We seek the challenge and adventure of shaping the future with an increasingly global perspective.

## Applied Learning

(816) 271-4364

[www.missouriwestern.edu/appliedlearning](http://www.missouriwestern.edu/appliedlearning) (<http://www.missouriwestern.edu/appliedlearning>)  
[appliedlearning@missouriwestern.edu](mailto:appliedlearning@missouriwestern.edu)

In August of 2005, Missouri Western achieved university status and was designated as having a statewide mission in applied learning. Applied learning refers to student learning that occurs in nontraditional contexts on or off the university campus, involves "hands-on learning," and can be either credit-bearing or noncredit bearing. Over 98% of Missouri Western students experience a credit-bearing applied learning course during their time at Missouri Western, and some programs require that all students complete such an experience.

Missouri Western's applied learning experiences align closely with the Missouri Department of Higher Education's high impact educational experiences and include learning communities, collaborative assignments and projects, student/faculty research, service learning, study abroad, internships/practica/student teaching and focused field experiences. The common thread among all of these experiences is that they take place outside of the typical classroom setting. Even undergraduate research, which may occur in a laboratory setting, involves presenting research findings in a conference-type setting. Internships and practica typically take place off campus. Service-learning integrates academic content with community need in ways that enhance both student learning and community outcomes. Study abroad experiences broaden our students' perspectives to provide a richer context for the academic knowledge they are acquiring. Each form of applied learning involves moving beyond the classroom walls to apply and understand content in context.

Noncredit bearing applied learning occurs through portions of the co-curriculum, and includes a wide variety of cultural events. Participation in the co-curriculum is not required, but encouraged, for all students.

## Admission

### Graduate School Admission Requirements

Application material must be submitted to the Office of Admissions by the program deadline. After screening for minimum criteria, the application and all supporting materials will be forwarded to and evaluated by the graduate admissions committee of the appropriate program to which the student is applying. The recommendation of the program committee and/or the program director is sent to the Office of

Graduate Studies for final approval by the Graduate Dean. The Graduate School Office will then notify the student of his/her admission status.

General admission to graduate programs at Missouri Western is based upon the following minimum criteria:

1. Complete an Application for Admission and pay the \$45 graduate application fee.
2. A Bachelor's degree from an accredited college or university. Official transcript(s) must be submitted. If you have completed master level course work from another university please review the information listed below.
3. A minimum 2.75 undergraduate grade point average (GPA) or previously earned master's degree.
4. A minimum graduate-level entrance exam score, as designated by the department or graduate program.
5. Individual programs may have further requirements for admissions such as resume, letters of recommendation, and interview. Requirements specific to the program are given in the graduate program section of the University's Graduate Catalog.

Applicants who fail to meet one or more of the graduate school requirements or degree program requirements (i.e. low GPA, missing pre-requisite coursework, English language requirement, entrance exam score, etc...) may still be admitted conditionally. Students receiving conditional admission students will receive notification of the conditions in their acceptance letter and must fulfill those conditions to continue in the graduate program. Failure to fulfill the conditions will result in program dismissal. Dismissed students may reapply after a one year lay-out, subject to program review.

## Misrepresenting or Falsifying Information

Any student who misrepresents, falsifies or withholds required information will be referred to the Admissions and Graduation Committee for review and appropriate action. Such action may result in being denied admission to Missouri Western or immediate dismissal from Missouri Western. The University reserves the right to investigate and review the records of any prospective student to determine the applicant's eligibility to enroll.

## Admission Deadlines

Applications must be started through the Admissions web site before the application deadline for degree-seeking status.

Fall Admission	July 15
Spring Admission	November 1
Summer Admission	April 29

Certain programs may have deadlines that are earlier than the deadlines listed above. Consult the department offering your desired degree for more information.

After the admissions deadline you must apply as a non-degree seeking applicant. A student may request a change to degree-seeking status during the first semester (before the admission deadline).

## Degree-Seeking Students

To be admitted to the Graduate School at MWSU, an applicant should submit an Application for Graduate Admission before the Admissions Deadline.

Admission to a graduate program as a degree seeking student is based upon the following minimum criteria:

1. A Bachelor's degree or Master's degree from an accredited college or university. Transcript(s) must be submitted with the application.
2. Entrance to Graduate School requires a minimum 2.75 undergraduate grade point average (GPA) or a previously earned Master's degree.
3. A minimum graduate-level entrance exam score, if required, as designated by the department or graduate program.
4. Individual programs may have additional requirements for admissions such as submission of a resume, curriculum vitae or portfolio of representative work for review, letters of recommendation, or an interview. Requirements specific to a given graduate program are provided in the graduate program section of this catalog.
5. Degree-seeking students admitted to a graduate program must enroll and begin classes at MWSU within the next academic year after receiving official notice of acceptance from the Graduate Office. An extension may be granted under extreme circumstances.
6. Applicants who are non-native speakers of English must receive a minimum score of 79 on the internet-based Test of English as a Foreign Language (TOEFL) or a 6.0 academic IELTS score unless they possess a baccalaureate degree from a college or university in which instruction is given in English. Tests taken more than two (2) years prior to the date of application cannot be accepted.

Applicants who fail to meet one or more of the graduate school requirements or degree program requirements (i.e. low GPA, missing pre-requisite coursework, English language requirement, entrance exam score, etc...) may still be admitted conditionally. Conditionally admitted students will receive notification of the conditions in their acceptance letter and must fulfill those conditions to continue in the graduate program. Failure to fulfill the conditions will result in program dismissal.

## Returning Students

Students whose last attendance at Missouri Western State University was other than in the semester prior to that for which application is being made must provide:

1. An application for admission to reactivate student record
2. Official transcript from each undergraduate college and university which has been attended since last enrolled at Missouri Western
3. Payment of any prior financial obligation to Missouri Western

## International Students

### International Students (F1)

To be admitted in this category, applicants must provide:

1. Application for admission and pay the \$50 application fee.
2. TOEFL (Test of English as a Foreign Language) scores with a minimum of 79 on the Internet based exam, or 6.0 on the IELTS (International English Language Test System). NOTE: If you do not

meet the English requirement you may apply for the Intensive English Program.

3. A Bachelor's degree from an accredited college or university. Official transcript(s) must be submitted.
  4. A minimum 2.75 undergraduate grade point average (GPA) or previously earned master's degree.
  5. International students transferring from other U.S. colleges or universities must submit official and complete transcripts from each institution to determine eligibility. If the student has studied outside of the U.S., they must submit official and complete transcripts from each institution and course descriptions to determine college credit. If the documents are not in English, the student must also provide an English translation. If the student chooses not to provide transcripts and course descriptions, they must arrange and pay for a course by course evaluation from a NACES accredited evaluation provider such as WES at wes.org. (<http://www.wes.org>)
  6. A minimum graduate-level entrance exam score, as designated by the department or graduate program.
  7. Individual programs may have further requirements for admissions such as resume, letters of recommendation, and interview. Requirements specific to the program are given in the graduate program section of the University's Graduate Catalog.
  8. Financial Support Form and verification of financial resources (students must make payment by the first day of classes).
- Applicants must submit Mumps, Measles, & Rubella Immunization Certificate and be tested for Tuberculosis.
  - Health insurance is required of all international students with a F1 visa status. Students must enroll in the Missouri Western International Student Health Plan. The cost of the required coverage must be paid by the student and will be applied to the student's account upon registration.

Missouri Western will only issue an I-20 form when all requirements for admission have been met. Accepted graduate international students must be enrolled as a full-time student (eight to nine semester hours) during each semester in order to maintain their F1 visa status.

## Exchange Students (J1)

1. Complete the Application for Admission, Exchange Application and Application Fee of \$50 U.S. dollars.
  2. TOEFL (Test of English as a Foreign Language) scores with a minimum of 79 on the Internet-based exam, or 6.0 on the (IELTS) International English Language Test System.
  3. Transcript from home institution.
  4. Letter of good standing and verification of bachelor's degree.
  5. Two letters of recommendation from professors that can certify applicant's English ability.
  6. Financial Support Form and verification of financial resources (students must make payment by the first day of classes).
  7. Health insurance is required of all international students with a J1 visa status. Students must enroll in Missouri Western's International Student Health Plan. The cost of the required coverage must be paid by the student and will be applied to the student's account upon registration.
- Applicants must submit Mumps, Measles, & Rubella Immunization Certificate and be tested for Tuberculosis.

Note: Students whose immigration status is other than F1 or J1 will be reviewed for admission on a case by case basis.

## Non-Degree Seeking/Certification Students

### Non-Degree Seeking Students

The following policies apply to students who are not seeking a master's degree and wish to enroll in graduate courses:

- Students with a bachelor's degree who wish to take courses for graduate credit but who do not intend to seek a master's degree must submit transcripts from an accredited college or university showing a degree date and a minimum undergraduate grade point average of 2.75.
- Senior undergraduate students desiring to take courses for graduate credit may take up to six total credit hours of graduate-level courses (500 level only) for graduate credit during only the last two semesters before receiving the bachelor's degree, provided they meet the following criteria:
  - Are within 24 hours or less of meeting the requirements for the baccalaureate degree;
  - Have a cumulative undergraduate grade point average of not less than 3.0;
  - File an application for graduate admission and receive approval before registering for the graduate course;
  - Have the consent of the instructor(s) of the graduate course(s);
  - A course taken for undergraduate graduation credit will NOT be allowed to count as graduate credit;
  - The Approval Form must be completed;
  - Students with a bachelor's degree who do not have appropriate program-required courses for admission to graduate work but are otherwise admissible to a graduate program may, with permission of the appropriate graduate program, take as many undergraduate courses as required for a degree-seeking graduate application.
- Students interested in taking in-service/Professional Development courses or Workshops for graduate credit may do so by seeking admission through the Graduate Office. They must show proof of a bachelor's degree by submitting appropriate academic transcripts. These students are limited to taking certain pre-approved courses.

Non-degree seeking students are not eligible for financial aid.

## Requesting a Change from Non-Degree Seeking to Degree-Seeking

Non-degree seeking students may request a change in status to degree seeking by completing a Graduate Program of Study Change form.

The student must meet all of the regular Graduate School admissions criterion as well as requirements for acceptance to the specified graduate program. Program specific requirements are given in the graduate program section of the Graduate School web site or on the individual graduate program's web site.

A completed Program of Study Form for the graduate program of interest should be submitted with the Change of Program of Study form including

signatures of approval from the Graduate Program Director and the Graduate Dean.

## Certification Students

Students seeking postgraduate teacher certification, or other forms of professional certification for which Missouri Western has an academic program, are required to provide information as a college transfer or as a returning Missouri Western student as indicated previously.

## Transfer Credit

A maximum of 6 approved credits of graduate work can be transferred to Missouri Western from another regionally accredited university and counted toward a Missouri Western graduate degree. Upon approval of the graduate program director and Graduate Dean, more than 6 hours can be transferred under special circumstances (e.g., student already has a Master's degree, or coursework was taken at another Missouri state funded institution). All transfer credits will be counted toward the graduate overall GPA.

To request acceptance of graduate credit from another college or university a Graduate Transfer Credit Form must be submitted to the Graduate School Office for approval.

The intent of transfer credits is to allow students who have completed coursework at other institutions prior to attending Missouri Western to count those credits. Courses taken at other institutions after admission to a Missouri Western graduate program generally will not be approved.

## Financial Aid & Payment

### Financial Aid and Scholarships

The goal of the Missouri Western State University Financial Aid Office is to provide students and their families with a professional, unbiased approach to making the dream of higher education a reality. Our objectives include helping students attain a higher education by providing eligible students the maximum amount of financial assistance from all available sources, while keeping student loan debt as low as possible.

The Missouri Western State University Financial Aid Office belongs to the National Association of Student Financial Aid Administrators (NASFAA). We adhere to a code of ethics requiring us to be "committed to removing financial barriers for those who wish to pursue postsecondary learning." In adhering to this code of ethics, our student aid professionals make every effort to seek and recommend the best alternatives for our students.

This section provides basic information related to application procedures, federal regulations, eligibility requirements, cost of education and Missouri Western policies. Additional information regarding these, and other topics, is available online at [www.missouriwestern.edu/finaid](http://www.missouriwestern.edu/finaid). (<http://www.missouriwestern.edu/finaid>)

- Estimated cost of attending Missouri Western (information and calculators)
- Sources of federal, state, institutional and private assistance
- Financial aid application procedures
- Missouri Western scholarship application procedures
- Student loan information
- Financial aid forms

- Services available to veterans
- The rights and responsibilities of students receiving financial assistance
- Statistical information concerning the types of financial assistance received by Missouri Western students
- Policies and other information concerning the administration of financial assistance at Missouri Western

## Communication to Students

The Office of Financial Aid communicates with enrolled and prospective students using the student's Missouri Western email and GoldLink accounts. As a general rule, financial aid notices will not be sent by postal mail. Students are responsible for monitoring their status online through GoldLink and for ALL communications sent to their Missouri Western email account. Students who do not elect to receive electronic communication from Missouri Western should contact the Office of Financial Aid for additional information.

## Business Office & Payment Information

The Business Office is Missouri Western's central office for billing and collection of student payments for tuition, fees, and other charges incurred by students, including the Missouri Western's Tuition Payment Plan. The Business Office also processes student refunds of excess financial aid and bills for delinquent accounts. Please see the website at [www.missouriwestern.edu/businessoffice](http://www.missouriwestern.edu/businessoffice) (<http://www.missouriwestern.edu/businessoffice>) for additional information.

## Applying and Awards

### How to Apply for Financial Aid

1. Create an FSA ID. The FSA ID is a user name and password required to log into certain U.S. Department of Education websites including [fafsa.gov](https://fafsa.gov) (<https://fafsa.gov>), [StudentAid.gov](https://studentaid.gov) (<https://studentaid.gov/sa>) and [StudentLoans.gov](https://studentloans.gov) (<https://studentloans.gov/myDirectLoan/index.action>). If you do not have an FSA ID, you can create one online at [fsaid.ed.gov](http://fsaid.ed.gov) (<http://fsaid.ed.gov>).
2. Complete the Free Application for Federal Student Aid (FAFSA). FAFSA applications are available after October 1st each year. Students may complete the FAFSA online at [www.fafsa.gov](http://www.fafsa.gov). (<http://www.fafsa.ed.gov>) Be sure to indicate Missouri Western (school code 002490) as a college choice when completing the application.
3. Apply for Missouri Western competitive scholarships. Students may apply for Missouri Western competitive scholarships beginning in October each year. Unless otherwise specified in the scholarship description, students should complete all application requirements no later than February 1st to be considered. Students may search and apply for scholarships online at [www.missouriwestern.edu/finaid](http://www.missouriwestern.edu/finaid). (<http://www.missouriwestern.edu/finaid>)

## February 1st Priority Deadline

The priority deadline is February 1st for federal, state and Missouri Western aid opportunities. The FAFSA should be submitted no later than the second week of January to ensure the February 1st priority deadline is met. Applications will continue to be accepted after February 1st, however, program funding may be limited.

## File Review (Verification)

The federal Central Processing System (CPS) selects approximately 30% of all FAFSA filers for the verification review process. Missouri Western may also select additional filers for review to ensure accuracy and consistency. During the review process, the Financial Aid Office will verify all mandatory items identified by the U.S. Department of Education. In addition, the Financial Aid Office may verify discretionary items.

Students who are selected for verification by either CPS or by Missouri Western will be notified via their Missouri Western email account and will see all required documents listed on GoldLink. Students who do not elect to receive electronic communication from Missouri Western should contact the Office of Financial Aid for additional information.

Applicants whose FAFSA information requires correction will have those corrections electronically processed by the Financial Aid Office. The corrections will generate an updated Student Aid Report (SAR) which will be sent to the student by the federal Central Processing System (CPS). The student's Expected Family Contribution (EFC) may change based on corrections made.

If conflicting information is discovered after aid is awarded or disbursed, the Financial Aid Office must resolve the conflicting information regardless of whether the student was selected for verification. If it is determined that a student has received funds for which he or she is not eligible, the student must repay the amount to Missouri Western.

**Missouri Western's priority deadline for completion of the verification process is February 1st each year.** Completing the process after this date, may result in you not being considered for Missouri Western competitive scholarships and other aid opportunities including Federal SEOG. You may also be required to make payments towards your account balance until your aid eligibility can be determined.

The final deadline to complete the Verification process will be established by the U.S. Department of Education and published in the Federal Register on an annual basis – [www.federalregister.gov](http://www.federalregister.gov) (<https://www.federalregister.gov>).

## Student Eligibility

To be eligible for federal financial assistance, a student must:

- be accepted for admission and enroll as a degree-seeking student in an eligible program;
- be a U.S. citizen or national, U.S. permanent resident, citizen of the freely associated States or other eligible non-citizen;
- have a valid Social Security Number;
- be registered for Selective Service (if applicable);
- not be in default on a federal loan or owe an overpayment of federal grant funds; and
- be making Satisfactory Academic Progress.

Visiting college students, who are not seeking a degree from Missouri Western and self-enrichment students will not be eligible to receive financial assistance.

Graduate students are not eligible for Federal and State grants funding but may be eligible for Federal Student Loans and Institutional Scholarships.

## Enrollment Requirements

- For financial aid purposes, a student's enrollment status will be determined at the end of the official add/drop period each semester.
- Only classes that count toward a degree or certificate may be used in calculating financial aid eligibility.
- Financial assistance may be prorated or cancelled if the student is enrolled in less than 8 credit hours at the end of the official add/drop period.
- Only Missouri Western credit hours will be included when determining a student's enrollment status for Missouri Western scholarships
- Financial assistance will be recalculated for students who do not begin attendance, withdraw, are administratively withdrawn or stop attending and receive a failing or incomplete grade in all courses during a term.

Students who are enrolled at more than one college or university at the same time may receive financial aid from only one of the institutions, not both. Contact the Office of Financial Aid for more information.

## Financial Aid Awards

Students may view and accept offered awards on GoldLink beginning March 15th each year. Regulations require students to report any external sources of monetary assistance that are not reflected on the award notification.

Financial aid awards are based on the student's demonstrated financial need, enrollment status, achievement, and other criteria. It is the student's responsibility to notify the Financial Aid Office when there is a change in enrollment status, or if there is a change in family, or financial situation that may affect eligibility to receive financial assistance.

Financial aid awards may be reduced or cancelled if aid received from ALL sources causes the student to exceed unmet need or cost of attendance or if the student does not meet eligibility criteria. Adjustments made to financial aid awards or in a student's eligibility to receive financial assistance will be reflected on Goldlink.

## Disbursement of Financial Aid

Financial aid funds will be released to student accounts in two equal disbursements and will first be applied to outstanding charges for tuition, fees, room, board, and other authorized University expenses. Remaining funds will be issued to the student. By Federal regulation, excess funds MUST be used for educational expenses.

The Financial Aid Office will disburse funds each Friday beginning the 2nd Friday of each semester. Students who elect to receive credit balance refunds by direct deposit, should allow five (5) additional business days for the transfer of funds to a personal bank account. Students who have not elected direct deposit, should allow ten (10) additional business days for the check to be mailed to the student's permanent address of record.

## Financial Aid Advance to Purchase Books and Supplies

If a student is scheduled to receive more financial assistance than his or her current charges, Missouri Western will notify the campus bookstore of the student's eligibility to apply up to \$750 of pending



financial assistance to purchase required books and supplies. The bookstore is located in the Blum Student Union.

Eligible students will receive an email notification and instructions 10 days prior to the first day of classes each semester. Students who do not elect to receive electronic communication from Missouri Western should contact the Financial Aid Office for additional information.

Students who purchase books and supplies through this program must authorize the campus bookstore to submit the actual value of his or her purchases to Missouri Western State University to be deducted from pending financial aid, regardless of its source. Only the amount of actual purchases will be deducted from the student's pending financial aid. Any additional funds will be issued to the student in the form of a credit balance refund.

Should the student's financial aid be reduced for any reason, the student's account must be paid within thirty (30) days. Students who default on their account, will be responsible for all attorneys' fees, other costs and charges necessary for the collection of the unpaid balance.

If a student needs to return books or supplies purchased through this program, the items must be returned to the campus bookstore. The bookstore will forward the return amount to Missouri Western State University and the student's account will be credited. All refunds will be issued within two weeks.

Only textbooks and school supplies may be purchased. Clothing, emblematic gifts and convenience items may not be purchased.

To participate in the program, students must present a valid Missouri Western student ID card at the time of purchase. Student may elect to opt out simply by not presenting his or her ID at the campus bookstore.

## Penalties for Drug Law Violations

Federal law provides that a student who has been convicted of an offense under any federal or state law involving the possession or sale of a controlled substance during a period of enrollment for which the student was receiving financial aid shall not be eligible to receive any federal or institutional grant, loan, or work assistance during the period beginning on the date of such conviction and ending after the interval specified in the following table. If convicted of an offense involving:

Possession of a Controlled Substance	Ineligibility Period
First Offense	1 year
Second Offense	2 years
Third Offense	Indefinite
Sale of a Controlled Substance	Ineligibility Period
First Offense	2 years
Second Offense	Indefinite

A student whose eligibility has been suspended based on a conviction for possession or sale of a controlled substance may resume eligibility before the end of the ineligibility period if:

1. the student satisfactorily completes a drug rehabilitation program that:
  - a. complies with the criteria prescribed in the federal regulations; and
  - b. includes two unannounced drug tests;

2. the student successfully passes two unannounced drug tests conducted by a drug rehabilitation program that complies with the criteria prescribed in the federal regulations; OR
3. the conviction is reversed, set aside, or otherwise rendered nugatory.

## Treatment of Federal Financial Assistance When a Student Withdraws or Stops Attending

Federal regulations specify how Missouri Western must determine the amount of Title IV program assistance that a student has earned if he or she officially withdraws or stops attending. The Title IV programs that are governed by this law are the Federal Pell Grants, TEACH Grants, Federal Direct Loans, PLUS Loans, and Federal Supplemental Educational Opportunity Grants (FSEOGs).

When a student withdraws or stops attending, the amount of assistance that the student has earned is determined on a prorata basis. For example, if the student has completed 30% of the semester, he or she has earned 30% of the assistance that was scheduled for the period. Once a student has completed more than 60% of the semester, he or she has earned all scheduled assistance for the period. If the student did not receive all of the assistance that was earned, a post-withdrawal disbursement may be due. Additional information about post-withdrawal disbursements is available online at [www.missouriwestern.edu/finaid](http://www.missouriwestern.edu/finaid) (<http://www.missouriwestern.edu/finaid>).

If a student has received unearned Title IV program funds, Missouri Western MUST return a portion of the excess that is equal to the student's institutional charges multiplied by the unearned percentage of funds or the entire amount of excess funds, whichever is less.

If Missouri Western is not required to return all of the excess funds, the student must return the remaining amount. Any loan funds that the student must return may be repaid in accordance with the terms of the promissory note. That is, the student may make scheduled payments to the holder of the loan over a period of time.

Any amount of unearned grant funds that a student must return is called an overpayment. The maximum amount of a grant overpayment that the student must repay is half of the grant funds he or she received or was scheduled to receive. The student must make arrangements with the Missouri Western Business Office to return unearned grant funds.

Missouri Western's Refund Policy may be found here (<https://intranet.missouriwestern.edu/businessoffice/refund-policy>).

Missouri Western's Official Withdrawal Policy may be found here (<https://intranet.missouriwestern.edu/registrar/withdrawal>).

## Satisfactory Academic Progress (SAP)

### Satisfactory Academic Progress Policy

Federal regulations require institutions to establish reasonable standards to ensure that recipients of Title IV financial aid are making satisfactory academic progress toward completion of a degree program. These standards must establish the maximum timeframe for degree completion and include minimum standards for rate of completion (pace) and cumulative GPA.

Satisfactory academic progress (SAP) will be evaluated at the end of each semester based on each of the standards outlined below. **A student who fails to meet satisfactory academic progress standards will lose eligibility for federal financial assistance the following semester (Federal Student Loans, PLUS Loans, and Federal Teach Grant).**

## SAP Standard Definition

### Minimum Cumulative GPA

Students must maintain a minimum cumulative GPA of 3.00 to remain eligible for federal financial assistance.

The calculation of cumulative GPA will include grades earned from all coursework, including transfer coursework that is accepted toward the student's educational program.

A student who loses financial aid eligibility based on GPA must receive grades sufficient to increase his or her cumulative GPA to the required 3.00 to regain eligibility. The student will be required to use his or her own financial resources to cover the cost of education until he or she is again meeting satisfactory academic progress standards.

### Completion Rate (Pace)

Completion Rate is defined as the pace at which a student must progress through an educational program to ensure completion within the maximum timeframe. This rate is calculated by dividing the cumulative number of hours successfully completed by the cumulative number of hours attempted.

Students must maintain a completion rate of 67% to remain eligible for federal financial assistance.

A student who loses financial aid eligibility based on rate of completion must attend, and successfully complete, a sufficient number of credit hours to raise his or her completion rate (pace) to the required 67%. The student will be required to use his or her own financial resources to cover the cost of education until he or she is again meeting satisfactory academic progress standards.

### Maximum Timeframe

The maximum timeframe allowed for completion of a degree program should not exceed 150% of the published length of the program as measured in hours attempted.

- A student pursuing a master's degree must be able to complete his or her program within 52 attempted hours.

If it is determined that a student cannot complete his or her program of study within this timeframe, he or she will become ineligible for federal financial assistance. The student will be required to use his or her own financial resources to cover the cost of education.

## Attempted and Completed Hours

Attempted Hours consist of any hours the student is enrolled in at the end of the official add/drop period including those hours that are earned, withdrawn from, audited, repeated, failed, taken as pass/fail or are incomplete. Hours for which the student did not receive financial aid and those waived under an academic renewal policy must be included as attempted hours.

Successful Completion is defined as the absence of failing or incomplete grades and voluntary/involuntary withdrawals.

Transfer Hours that are accepted toward the student's educational program will count as both attempted and completed hours.

## Approaching the Maximum Timeframe

Federal regulations require Missouri Western to ensure that each recipient of federal financial assistance is able to complete degree requirements within 150% of the published length of the program as measured in attempted hours. In compliance with this regulation, Missouri Western will conduct an evaluation of each student's degree progress each semester beginning at 35 attempted credit hours. The Maximum timeframe allowed to complete degree requirements is 52 credit hours.

**If it is determined that a student cannot complete his or her program of study within this timeframe, he or she will become ineligible for federal financial assistance.**

## Satisfactory Academic Progress Appeal Process

A student may submit a written appeal to the Satisfactory Academic Progress Committee if documentable extenuating circumstances caused the student to fall below satisfactory academic progress standards or exceed the maximum timeframe allowed for degree completion.

Examples of circumstances that may warrant an appeal include:

- Lengthy hospitalization or illness;
- Death of a parent, spouse or child at a critical time during the semester;
- Lengthy illness of a child or spouse; or
- Other mitigating circumstance.

Appeals should include the following documentation:

- A completed Statement in Support of Appeal form found online at [forms.missouriwestern.edu/finaid/SAPAppealForm.asp](https://forms.missouriwestern.edu/finaid/SAPAppealForm.asp) (<https://forms.missouriwestern.edu/finaid/SAPAppealForm.asp>) (Form 10);
- A letter of explanation describing how extenuating circumstances resulted in the student's inability to maintain satisfactory academic progress;
- Sufficient documented evidence that the extenuating circumstance clearly caused the student to fall below the required standards or exceed the maximum timeframe; and
- An explanation of what has changed that will allow the student to maintain satisfactory academic progress at the next evaluation.

Examples of documentation supporting the extenuating circumstance may include medical documentation; notice of death; accident reports; court documentation; or other relevant documentation.

Appeal deadlines for each term should be posted on the financial aid website. Students may also contact the Financial Aid Office for deadline dates.

**The decision of the University Satisfactory Academic Progress Committee is final.**

## Probationary Period

A probationary period may be granted only after a student has appealed and has had eligibility for aid reinstated based on the appeal. Students who are granted a one (1) semester probationary period will be required

to adhere to an academic plan that, if followed, will ensure the student will complete his or her degree program within the maximum timeframe.

As a general rule, a student on an academic plan will be required to successfully complete all attempted courses with a grade of C or higher and not withdraw from any course. In addition, the student may be required to enroll in only those courses required for completion of his or her degree program and may not be allowed to change his or her program without approval from the Satisfactory Academic Progress Committee. An individual academic plan may also include additional requirements as deemed appropriate by the Satisfactory Academic Progress Committee.

A student on financial aid probation may receive Title IV funds for one semester. At that point, the student must meet satisfactory academic progress standards or the requirements of the established individual academic plan to maintain eligibility for federal financial assistance.

## Additional Degree Programs and Degree Completion

A student, who is pursuing an additional graduate degree, after completion of the first graduate program, should be able to complete degree requirements within 200% of the published length of the program as measured by the student's overall attempted hours.

A student who has completed all required coursework for his or her degree program but has not yet received the degree, may not receive further financial aid for that program.

## Repeated Coursework

Federal financial aid regulations allow students to repeat any coursework previously taken in the program as long as it is not a result of more than one repetition of a previously passed course, or any repetition of a previously passed course due to the student failing other coursework.

Repeating coursework can affect a student's satisfactory academic progress status in the following manner:

- The repeated course and the original attempt will be counted in calculation of overall attempted hours; and
- The most recent grade received for the course will be included in the calculation of GPA.

## Communication of Satisfactory Academic Progress Status

Although students will be notified in writing, should they fall below satisfactory academic progress standards, it is the student's responsibility to know his or her academic standing in regard to this policy. Failure to receive notification does not dispute or reverse the termination of a student's eligibility to receive financial assistance.

Students are responsible for monitoring their status online through GoldLink and for ALL communications sent to their Missouri Western email account. Students who do not elect to receive electronic communication from Missouri Western should contact the Office of Financial Aid for additional information.

## Tuition and Fees

Tuition and fees are payable at registration. Any special payment arrangements should be coordinated with the Business Office, Eder 104. A complete listing of current tuition and fees plus payment due dates

and options can be found at [www.missouriwestern.edu/businessoffice](http://www.missouriwestern.edu/businessoffice) (<http://www.missouriwestern.edu/businessoffice>).

Students who complete the registration process must agree to pay the University according to an agreed upon payment schedule with the Business Office. Students who fail to meet the terms of the agreement may entitle Missouri Western State University to:

- declare the full balance plus late fees immediately due and payable by law.
- refuse subsequent registration for any classes and/or drop current classes.
- deny future enrollment in any payment plan.
- withhold grades, diplomas or transcripts from being released until the unpaid balance, as well as all attorney fees, legal expenses and other collection costs are paid in full.

## Residency

It is the student's responsibility to register under the proper residence and to pay the proper fees. Petition forms and rules of residency are available at [www.missouriwestern.edu/registrar](http://www.missouriwestern.edu/registrar) (<http://www.missouriwestern.edu/registrar>) or in the Registrar's Office. A student requesting a change of residency classification for fee purposes must submit an appeal with the Registrar's Office by the end of the first week of classes in order to be considered for the current term. The student will be required to complete a Residency Petition and furnish evidence in support of the claim.

## Refund Policy

- Students who make schedule changes during the add/drop period will be charged for the added class and/or credited the cost of the dropped class.
- No refunds are given to students who make schedule changes after the add/drop period but remain in school.
- Students completely **withdrawing from school** within the add/drop period will receive a refund of tuition and fees assessed, based upon the withdrawal refund schedule found in the appropriate term's online Registration Guide, <https://www.missouriwestern.edu/registrar/registration/>. Withdrawal refunds are computed based upon the date the Registrar's Office receives the completed/correctly executed withdrawal form. Withdrawal computations are not effective the date the student stops attending classes. The refund must be claimed during the semester in which the refund applies.
- **Failure to attend classes does not constitute a withdrawal, Students must officially withdraw in the Registrar's Office to be eligible for a refund.**
- Off-schedule classes do not begin and/or end according to defined term dates. Dates for adding, dropping and withdrawing are determined by the individual start and end dates of the class. Please refer to the current class schedule or the Registrar's office for specific dates. A 100% refund will be given for late starting classes dropped before the first day of class.
- Students receiving financial assistance may be required to pay back all or a portion of funds received according to federal/state regulation(s) or institutional policies.
- If after all charges/credits have been applied to the account and the student is eligible for a refund, the funds will be refunded directly to the student. If, however, payment has been made either partially or fully by financial aid (scholarships, grants, or loans) or another source (i.e. Vocational Rehabilitation), the excess funds will be returned

to the financial aid source(s) up to 100 percent of the original aid amount. After restoring the financial aid or other source to its original amount, any excess of refund monies will be returned to the student.

- Students who feel that individual circumstances warrant exceptions from this policy may appeal in writing to the University Bursar. See the **Business Office Appeals Procedure**.

## Veteran Services

Missouri Western State University assists military members and veterans, their dependents and active duty service-members attending classes and receiving veteran benefits. The University is a Yellow Ribbon Program participating institution and also participates in the Community College of the Air Force's (CCAF) General Education Mobile (GEM) program.

Missouri Western State University is in compliance with the requirement of PL 113-146 the Veteran Access, Choice and Accountability Act of 2014, Section 702, as amended. Missouri Western will assess in-state tuition for eligible uniformed service veterans and their qualified dependents covered under Section 702. The School Certifying Official, located in the Financial Aid Office (Eder Hall, Room 103), coordinates the services for veterans including:

- certification of enrollment for educational benefits;
- referrals for tutorial assistance;
- referrals for counseling for financial, personal, vocational, and academic problems;
- veterans work study job information;
- information about changes in legislative regulations which affect veterans; and
- information about MWSU procedures.

The School Certifying Official also acts as a direct liaison between Missouri Western State University and the Veterans Administration Regional Office in St. Louis regarding payment of benefits. Additional information is available online at [www.missouriwestern.edu/finaid](http://www.missouriwestern.edu/finaid) (<http://www.missouriwestern.edu/finaid>).

Undergraduate students who successfully complete Basic Training in any of the United States Military branches or ROTC Basic Camp will be granted four hours of credit which will complete the general studies Category 5: Physical Health requirement. The credit will be granted by the Office of Admissions upon presentation of the DD 214, a joint services transcript, an official certificate of completion or a letter from a Commanding Officer indicating completion of training. Further, students who officially declare a Military Science minor with the Military Science department will also be granted four hours of credit which will complete the general studies Category 5: Physical Health requirement.

## Academic Standards & Regulations

The Academic Standards & Regulations chapter addresses the following information -

- Academic Programs (p. 12)
- General Degree Requirements (p. 13)
- Academic Standards & Grading (p. 15)
- Enrollment & Registration (p. 17)
- Rights & Responsibilities (p. 18)

- Consumer Information (p. 20)

## Academic Programs

### Graduate Degrees Offered at Missouri Western

MAA	Master of Applied Arts
MAS	Master of Applied Science
MBA	Master of Business Administration
MIM	Master of Information Management
MS	Master of Science
MSN	Master of Science in Nursing
CERT	Graduate Certificate

Graduate Program	Degrees	Sponsoring Department
Applied Science: Chemistry	MAS	Chemistry
Applied Science: Engineering Technology Management	MAS	Engineering Technology
Applied Science: Industrial Life Science	MAS	Biology
Applied Science: Sport and Fitness Management	MAS	Health, Physical Education and Recreation
Assessment: Autism Spectrum Disorder	MAS/CERT	Education
Assessment: K-12 Cross-Categorical Special Education	MAS	Education
Assessment: Teaching English to Speakers of Other Languages (TESOL)	MAS/CERT	Education
Assessment: Writing	MAS	English and Modern Languages
Business Administration: Enterprise Resource Planning	MBA	Craig School of Business
Business Administration: Forensic Accounting	MBA	Craig School of Business
Business Administration: General Business	MBA	Craig School of Business
Business Administration: Life and Animal Science	MBA	Craig School of Business
Digital Media	MAA/CERT	Communication and Journalism; Music; Art; Theatre, Cinema and Dance
Forensic Investigation	MAS/CERT	Criminal Justice, Legal Studies and Social Work

Information Management: Enterprise Resource Planning	MIM	Craig School of Business
Information Technology Assurance Administration	MS	Computer Science, Mathematics and Physics
Nursing: Health Care Leadership	MSN	Nursing and Health Professions
Nursing: Nurse Educator	MSN/CERT	Nursing and Health Professions
Professional Skills	CERT	Graduate School
Technical Communication	CERT	English and Modern Languages
Written Communication: Technical Communication	MAA	English and Modern Languages
Written Communication: Writing Studies	MAA	English and Modern Languages

Graduate School web site: [www.missouriwestern.edu/graduate](http://www.missouriwestern.edu/graduate) (<http://www.missouriwestern.edu/graduate>).

A student with a declared certificate program of study which has an associated master's degree program may request acceptance into that degree. However, a student may not have both a certificate and master's degree program of study in the same area on file simultaneously. Upon acceptance into the degree program the certificate program of study will be dropped.

A student with an awarded Missouri Western graduate certificate program of study which has an associated master's level degree program may request acceptance into the master's program and earn that degree.

A student with a declared or awarded Missouri Western master's level degree program of study which has an associated certificate program may not simultaneously declare or earn that certificate. A student who is unable to complete a master's level degree program of study that has an associate certificate program may drop the master's program and declare the associated certificate.

A student with a declared program of study or awarded Missouri Western MAS-Applied Science degree may not declare or earn the Professional Skills certificate.

A student with a declared program of study or awarded Missouri Western master's level degree may request acceptance into a certificate program which is not associated with the master's program.

Students seeking a second concentration within the same degree program, such as MAS Applied Science, MAS Assessment or within the MSN or MBA, must complete a minimum of 12 credit hours of unique course work between the two areas.

A completed Program of Study Form for the graduate program of interest should be submitted with the change of program form including signatures of approval from the Graduate Program Director and the Graduate Dean.

## Graduate Certificate Programs

Missouri Western State University offers graduate certificate program in the following areas:

- Assessment: Autism Spectrum Disorder
- Assessment: TESOL
- Digital Media
- Forensic Investigation
- Nurse Educator
- Professional Skills
- Teaching of Writing
- Technical Communication

## General Requirements for Graduate Certificate Programs

To earn a graduate certificate, students must:

- Complete the required courses for the certificate program;
- Earn a minimum of 15 credit hours (500 level and above);
- Earn an overall GPA of at least 3.0 with no more than 6 credits of C

## General Degree Requirements Programs of Study

Every degree candidate must have on file in the Registrar's Office an approved Program of Study form. Students complete a Program of Study form with an advisor in the academic department in which the graduate program is hosted. The Program of Study form is valid for six years. **A Program of Study form should be completed by the end of a student's first semester of graduate study.**

In the process of earning a degree, students must complete requirements for that degree and any appropriate state certification requirements. If certification or statutory requirements change and additional requirements become effective during the time a student is enrolled in a program, the new requirements take precedence over previously existing degree or certification standards.

Some degree programs require a capstone experience such as a thesis or project, internship, portfolio, comprehensive exam or external certification.

## Requesting a Change to a Program of Study

Students may request a change in their Program Study in the following categories:

1. Change from certificate program to a master's degree
2. Change from a master's degree to a certificate program
3. Declare a second graduate program of study (certificate or master's degree)
4. Change program of study from one degree program to another
5. Change from non-degree seeking to degree seeking

The student must meet all of the regular Graduate School admissions criterion as well as requirements for acceptance to the specified graduate program. Program specific requirements are given in the graduate program section of the Graduate Catalog or on the

## Graduate Degree Programs

Missouri Western State University offers sixteen graduate degree programs, with majors in various academic fields. The graduate degrees offered are:

- Master of Applied Arts
- Master of Applied Science
- Master of Business Administration
- Master of Information Management
- Master of Science
- Master of Science in Nursing

The **Master of Applied Arts (MAA)** degree programs are generally focused in the fields of humanities and the arts, with the applied component adding specializations in the use technology or technical skills.

The **Master of Applied Science (MAS)** degree is considered a professional major degree and is recommended to anyone intending to enroll in continuing graduate study or work in the professional world of science or technical areas.

The **Master of Business Administration (MBA)** degree is a professional degree that provides both theoretical and practical training for a better understanding of general business management, accounting, marketing and finance practices.

The **Master of Information Management (MIM)** degree focuses on the management and administration of information systems with an emphasis on business and organizational applications.

The **Master of Science (MS)** degree is a traditional postgraduate degree usually focused in science or technology fields, often with a focus on research and solving technical problems.

The **Master of Science in Nursing (MSN)** degree is based on more concentrated and specialized areas of study in the Nursing profession. The MSN is designed for students who want to pursue advancement in leadership or supervising areas of nursing or developing nurses who want to become involved in educating future nurses.

### General Requirements for Graduate Degree Programs

All Missouri Western master's programs must contain a minimum of 30 graduate credits. Graduate certificate programs must contain a minimum of 15 graduate credits.

Requirements for completion of each graduate degree or certificate are specified in the Program of Study.

A student must:

- Complete the course work specified in the degree or certificate's Program of Study
- Earn an overall GPA of at least 3.0 with no more than 6 credits of C
- Complete capstone experience if required in the Program of Study

## Multiple Certificates or Master's Level Degrees

A student seeking an additional certificate or master's level degree or requesting to change to a new certificate or degree must meet the admission criteria for the new program and receive approval from the graduate program director and dean of the graduate school.

A student seeking an additional certificate or master's level degree will be required to complete a minimum of 12 credit hours in approved, unique coursework. The student must meet all of the admissions requirements and receive approval from the graduate program coordinator and dean of the graduate school.

## Transfer Credit

A maximum of 6 approved credits of graduate work can be transferred to Missouri Western from another regionally accredited university and counted toward a Missouri Western graduate degree. Upon approval of the graduate program director and Graduate Dean, more than 6 hours can be transferred under special circumstances (e.g., student already has a Master's degree, or coursework was taken at another Missouri state funded institution). All transfer credits will be counted toward the graduate overall GPA.

To request acceptance of graduate credit from another college or university a Graduate Transfer Credit Form must be submitted to the Graduate School Office for approval.

The intent of transfer credits is to allow students who have completed coursework at other institutions prior to attending Missouri Western to count those credits. Courses taken at other institutions after admission to a Missouri Western graduate program generally will not be approved.

## Satisfaction of MAS Professional Core with MBA Degree

Students who have completed an MBA from a regionally accredited college or university prior to matriculation to the Graduate School may request to the graduate program director and Graduate Dean that their completed MBA count for the entire MAS professional core, with the exception of MAS 695 Graduate Colloquium. This request must be made and approved prior to completion of the student's first semester at Missouri Western.

## Courses Taken While Non-Degree Seeking

A maximum of 6 graduate credits taken at Missouri Western while at non-degree seeking status may be counted toward a graduate degree, unless a student is accepted to an accelerated graduate program.

## Application for Graduation

To be considered as a candidate for graduation, the student must declare candidacy by submitting an Application for Graduation to the Registrar's Office. Applications are available in Eder 102 or at [www.missouriwestern.edu/registrar/candidates](http://www.missouriwestern.edu/registrar/candidates) (<http://www.missouriwestern.edu/registrar/candidates>). Payment is required at the time of application; applications are subject to late fees if submitted after the fifth day of the Fall/Spring semester and second day of the Summer term. To assure the candidates' records are reviewed by the Registrar's Office prior to the final semester the following deadlines must be observed:

Fall graduation	July 1
Spring graduation	October 1
Summer graduation	March 1

Students must submit documentation showing that all requirements have been met (i.e. submission of transcripts with transfer work completed, exit exams, makeup of incomplete grades) within 60 days of the end of the semester in which they plan to graduate. Students who do

not meet this deadline, must file a new Application for Graduation along with the required documentation.

## Commencement

Commencement is held in December and May. Participation in commencement is voluntary on the part of the student.

Students who complete all degree requirements in the Fall will be eligible to attend the DECEMBER commencement ceremony. Students who complete all degree requirements in the Spring or Summer will be eligible to attend the MAY commencement ceremony. Exceptions must be approved by the Dean of the Graduate School.

Commencement attendance information is required on the Application for Graduation form found in the Registrar's Office or at [www.missouriwestern.edu/registrar/candidates](http://www.missouriwestern.edu/registrar/candidates) (<http://www.missouriwestern.edu/registrar/candidates>).

## Accelerated Graduate Programs

Accelerated graduate programs are designed to allow Missouri Western undergraduates to apply for early admission to the Graduate School and acceptance into a specified graduate program.

Accelerated programs allow accepted students to begin taking graduate coursework before completion of their undergraduate degree. An accelerated graduate program should allow a student to complete a master's program 1-2 semesters earlier than is typical for a particular graduate program.

An accelerated graduate program will allow an accepted undergraduate student to begin taking course work toward a graduate degree during the senior year (after earning 90 undergraduate credits). Students must have a minimum overall undergraduate GPA of 3.0, and meet all of the requirements (except for completion of their undergraduate degree) for a degree seeking graduate student and any program specific requirements. An individual graduate program may have specific requirements for students to be accepted into an accelerated graduate program.

Undergraduate students accepted into an accelerated graduate program are exempt from taking a maximum of 6 graduate credit hours, and the restriction of only enrolling in 500 level courses.

Students accepted into an accelerated graduate program may take up to 12 credits of graduate course work (500 or 600 level) during the time in which they are recognized as a senior student. Undergraduates must complete all the requirements for and graduate with their bachelor's degree before continuing on with additional graduate course work.

Failure to complete the bachelor's degree during the accelerated period will result in a registration hold being placed on the student's ability to enroll in additional graduate courses.

Graduate course work will be billed at the regular graduate tuition rate. It is the student's responsibility to check with the Financial Aid Office about how enrollment in graduate course work may impact financial aid eligibility.

The Graduate School will consider applications from Missouri Western undergraduates for early acceptance into the graduate programs listed below.

- Master of Applied Science, Chemistry
- Master of Applied Science, Forensic Investigation

- Master of Science in Nursing, Health Care Leadership
- Master of Science in Nursing, Nurse Educator

Processes and required paperwork for acceptance into an accelerated program can be found in the Graduate Office or in the relevant academic department housing the graduate degree.

## Academic Standards & Grading System

Grades used in evaluating the work of students are as follows:

Level of Performance	Letter Grade	Quality Points Earned
Superior	A	4 per credit
Good (above average)	B	3 per credit
Average	C	2 per credit
Minimum (passing below average)	D	1 per credit
Failing	F	0 per credit
Incomplete (pending official grade)	I	0 per credit
Withdraw (no grade assessment)	W	0 per credit
Credit	CR	0 per credit

## Grade-Point Averages

Grade-point averages are used to determine class standing and eligibility for graduation.

The grade-point average (GPA) is a numerical ratio of credits and grade points received. The following are examples of the method of computing the grade-point average:

- A student receiving 16 credits of B has earned 48 grade points. The GPA is  $48 \div 16 = 3.0$
- A student receiving 16 credits of which 8 credits are B and 8 credits are C has earned 40 grade points. The GPA is  $40 \div 16 = 2.5$

Credits earned in courses in which a grade of CR is given are not included in the computation of the GPA. When a course is repeated, only the last grade is included in the calculation. Grades of I or W do not represent credit earned and are not included in the computation of the GPA. When a grade of F is received, the credits are included in the computation of the GPA.

## Pass-Fail Grading

Courses evaluated by pass-fail criteria receive the number of credits for that course with a grade of CR. A failure will result in a grade of F and no credit. Credits earned in courses that are stipulated in the catalog as being graded on a pass-fail basis will not be used in computing grade-point-averages for honors.

## Grade Change

A course grade change must be approved by the instructor, program director and dean. The approved grade change must be submitted to the Registrar prior to the end of the next regular (Fall/Spring) term after the close of the semester in which the original grade or incomplete was

awarded. After this time period, a grade change must be approved by the Admissions and Graduation Committee.

## Incomplete Grades

Under certain circumstances, during the final grading process an Incomplete Grade Contract may be completed, approved and signed by the instructor, student and Graduate Dean. An incomplete grade may be given when accident, illness, death in the immediate family, or other documented circumstances beyond the student's control, prevent the student from completing some course requirements. An incomplete grade should only be considered when the majority of course requirements have been satisfied and the student is receiving a passing grade in said coursework.

An incomplete grade must be removed within eight weeks after the last final exam day for the current term (fall, spring, summer); otherwise, the grade will be recorded as an "F". Any extension of time beyond the allotted eight weeks is not permitted. After the eight week deadline, the instructor of record may, under documented and justified conditions, submit a grade change to replace the "F" (see Grade Change policy).

The Incomplete Grade Contract with all signatures must be submitted to the Registrar's Office by the last day to submit final grades for the term which the incomplete grade is being requested. No Incomplete Grade Contracts will be accepted after this date. Copies of the contract should be made and given to the instructor, student and program director.

## Transcripts and Records of Academic Work

Official transcripts will have a certifying signature, date of issue, and university seal. Requests for official transcripts must be made online through the student's GoldLink account or at [www.missouriwestern.edu/registrar/transcripts](http://www.missouriwestern.edu/registrar/transcripts) (<http://www.missouriwestern.edu/registrar/transcripts>) and requires the student's signature. A fee will be charged. Official transcripts will not be issued to or for students who have a debt with the university until such indebtedness has been paid in full, or to students who have failed to complete required entrance and/or exit requirements. Unofficial transcripts may be obtained by a student through their GoldLink account from the Missouri Western website. Unofficial transcripts may not be accessed by students who have a debt with the university until such indebtedness has been paid in full, to students who have failed to complete required entrance and/or exit requirements, or to students with coursework prior to 1985. Questions about unofficial transcript restrictions may be directed to the Registrar's Office at 816-271-4211 or Eder Hall 102. Student transcripts received from other colleges and universities become the property of Missouri Western, and are not reissued to the student or to another institution.

## Academic Probation and Suspension

A graduate student will be placed on academic probation if the overall graduate GPA falls below 3.0, or the student earns any grade below a C, regardless of overall graduate GPA. If placed on probation, the student must earn a term GPA of 3.0 or higher in the next semester (including Summer) in which the student is enrolled. A student will continue on probation until the overall graduate GPA is raised to 3.0 or higher or is suspended for reasons described below. Suspension from the

Graduate School occurs when a probationary student:

- Fails to earn a term GPA of 3.0 or higher in the next enrolled semester (including Summer) following probation; OR

- Has three consecutive semesters (including Summer, if enrolled) of probationary status.

A student who is not on academic probation may be suspended from the Graduate School if the student earns two or more grades below a C in a single semester.

Students who are suspended may re-apply for admission following a one-year lay-out, subject to graduate program review and approval by the program director and the Graduate Dean. If a student is not approved for re-admission the student will be permanently dismissed from the Graduate School.

## Appealing an Academic Suspension

Students who believe that the causes of their suspension merit special consideration may submit a letter of appeal challenging their suspension. The deadline date for appeals is stated in the official notice of dismissal that is emailed to the student's campus email address and sent to the current mailing address reported by the student. Appeals received after the deadline stated in the notice of suspension will not be considered. The Academic Regulations, Standards and Honesty Committee will review all appeals. The Committee may reinstate a student based on documented circumstances beyond the student's control. It is the student's responsibility to complete a Suspension Appeal form and provide documentation clarifying how the circumstances that caused poor performance have been addressed. More information can be found here (<https://intranet.missouriwestern.edu/registrar/probation-suspension>).

## Readmission After Suspension

Graduate students who have been suspended may not attend MWSU for one year unless the Academic Regulations, Standards and Honesty Committee grants their appeal. Students applying for readmission after completing a required suspension period must file a new application with the Admissions Office. Students readmitted after suspension will enter on academic probation.

## Final Exam Policy

The final exam schedule will be published by the Registrar's Office prior to each semester and the designated period will be used either for administration of a final exam or for other appropriate course terminating activities. All courses, including 1 and 2 credit hour courses, will have final exams in their regular classrooms during final exam week according to the published schedule. It is the responsibility of both students and faculty to comply with the final exam policy. Final exam guidelines are listed below:

- Final exam periods are 2 hours with 1 hour between periods.
- Final exam information will be documented in the course syllabus.
- Classes which begin at a time not listed on the final exam schedule will observe the final exam time of the closest previous class time listed.
- Classes which meet at different hours (for example, 9:00am on Monday/Wednesday and 10:00am on Thursday) will hold the final exam based on the first hour and day listed.
- Classes with linked lecture and laboratory sections will observe the final exam period based on the section that carries the credit hours.
- Classes which meet at 4:30pm or after will hold final exams at their regular class time during the final exam week. Those evening classes with two meetings per week will use the first meeting for



the final exam with the second meeting used at the discretion of the instructor.

- Blended classes (B1=Online 1%-69%) which have weekly meeting times will hold final exams in their regular classrooms according to the published schedule.
- Blended classes (B2=Online 70%-99%) and 100% online classes will hold final exams during the final exam week according to the course syllabus.
- Saturday classes will hold final exams at their regular class time during the final exam week.
- Off-Schedule classes will hold final exams on the last scheduled class meeting.
- First 8-week classes will hold final exams on the last scheduled class meeting.
- Second 8-week classes will hold final exams according to the designated time during the full-semester final exam week.
- Summer classes will hold final exams on the last scheduled class meeting.
- Any student who has three or more final exams scheduled on the same day may make arrangements with instructors of those courses to reschedule one final exam to another day during the final exam week. The student may appeal to the appropriate dean for assistance, if needed. That appeal should be made no later than one month prior to the last day of the final exam week.
- If a final exam is canceled for inclement weather every effort will be made to make the exam up prior to the end of the published final exam week. Communication regarding any final exam schedule adjustments will be made via the Missouri Western website and through the Griffon Alert system.

## Enrollment & Registration

### Credit Units

The unit of credit is the semester hour, which represents a period of weekly study for a semester.

### Course Numbering System

Graduate courses will have a designated 500 or 600 level number.

500-level designation will be used for graduate courses which allow for the possibility of having a cross-listed 400 level equivalent undergraduate course. 500 level graduate courses must have additional academic components required beyond the 400 level cross-listed course as described in the course syllabus.

The 600 level designation is used for graduate-only courses.

Whether or not the course description lists it as a prerequisite, all graduate level courses (500+) can only be taken by students admitted to the Graduate School. Senior undergraduate students desiring to take courses for graduate credit may take up to six total credit hours of graduate-level courses (500 level) for graduate credit during only the last two semesters before receiving the bachelor's degree, provided they are admitted as Non-Degree Seeking Students (For more information see the section on Non-Degree Seeking Students.)

Each course bears a number that identifies its level, as follows:

500-599

Graduate-level courses (senior level undergraduates may apply to enroll in 500 level courses)

600-699

Graduate-level courses

Departments may offer special topics courses without prior approval of the Graduate Council in order to experiment with innovative methods, content or to take advantage of visiting faculty. Course numbers 596-599 and 696-699 are reserved for assignment to special topics courses. These offerings require approval by the Provost/Vice President for Academic Affairs.

## Description of Course

All courses and detailed descriptions are listed within the offering academic department. Before the opening of each term, a class schedule is available on-line at [griff.vn/schedule](http://www.griff.vn/schedule) (<http://www.griff.vn/schedule>) which lists the specific courses to be offered that term with the time of meeting, the building, and the room number. The University reserves the right to cancel, without notice, any course listed in the catalog or in the class schedule for any term.

## Semester Designation

Each course indicates the semester(s) in which it is normally offered, however course availability is subject to staffing changes and student enrollment.

## Graduate Student Course Load

Graduate students admitted as degree seeking or who have provisional admission are required to take a minimum of one graduate course per academic year (Fall, Spring, Summer). International students are required to be full-time.

### Academic Status

For the purpose of academic status at Missouri Western, the following will be applied to graduate students:

During each regular academic semester

- 8 or more credits = full time student
- 5-7 credits = half-time time student
- Less than 5 credits = part-time student

During each summer academic semester

- 5 or more credits = full time student
- 3-4 credits = half-time time student
- Less than 3 credits = part-time student

### Maximum Course Load

Graduate students are allowed to take a maximum of twelve credits per academic semester. To enroll in more than 12 credits in one semester the student must submit a Request for Overload form, with approval of the academic advisor and program director, to the Graduate Dean for final decision.

## Registration and Change of Class Schedule

Refer to the on-line class schedule at [griff.vn/schedule](http://www.griff.vn/schedule) (<http://www.griff.vn/schedule>) for detailed information on registration.

Currently enrolled students are encouraged to register early for classes. An alternate PIN is required for registration. The start of the registration period is announced in the academic calendar at [www.missouriwestern.edu/acadaff/calendars](http://www.missouriwestern.edu/acadaff/calendars) (<http://www.missouriwestern.edu/acadaff/calendars>) and student's are sent communications to their Missouri Western email account.

New and returning students will be notified by the Admissions Office of dates for registration. More information can be found in the class schedule at [griff.vn/schedule](http://www.griff.vn/schedule) (<http://www.griff.vn/schedule>) and in the appropriate term's online Registration Guide, [www.missouriwestern.edu/registrar/registration](http://www.missouriwestern.edu/registrar/registration) (<http://www.missouriwestern.edu/registrar/registration>).

Registered students may, at anytime prior to the first day of the term, drop any or all classes with no penalty. A student may also add or drop classes after the first day of the term. Deadlines, procedures and refund schedules can be found in the appropriate term's online Registration Guide, [www.missouriwestern.edu/registrar/registration](http://www.missouriwestern.edu/registrar/registration) (<http://www.missouriwestern.edu/registrar/registration>).

Late Registration is held once classes have begun. Deadlines and procedures can be found in the appropriate term's online Registration Guide, [www.missouriwestern.edu/registrar/registration](http://www.missouriwestern.edu/registrar/registration) (<http://www.missouriwestern.edu/registrar/registration>). Degree-seeking status may only be declared on the first day of Late Registration.

### Alternate PIN

A 4-digit Alternate Personal Identification Number (PIN) is distributed by advisors and academic departments to currently enrolled degree seeking students for the purpose of registration. The Alternate PIN changes before each registration period.

### Withdrawal/Extended Leave of Absence from the University

Prior to the official end of the add/drop period, students may drop all classes on-line through Goldlink or by notifying the Registrar's Office, Eder Hall 102, in writing (include name, student I.D. number, last date of attendance, signature and contact information). The effective date of withdrawal will be the date on which the written notification is received by the Registrar's Office. Any applicable refund of tuition and fees will also be applied to the student account as of the effective date.

After the withdrawal deadline a student must petition the Admissions and Graduation Committee, through the Registrar's Office, to withdraw from all or individual classes. Only documented situations, beyond the control of the student will be considered. Failure to submit a formal request for a withdrawal will result in the student receiving failing grades.

Under compelling circumstances beyond the student's control, including military obligations, a student may request a leave of absence. A Leave of Absence form may be completed online or in the Registrar's Office and must include supporting documentation. A leave of absence can be granted for up to 3 semesters (excluding summer term).

A documented leave is primarily a means of communication to the University and

- may include a request for a current semester late withdrawal;
- does not alter current semester course completion deadlines as indicated by the academic calendar;
- does not impact outstanding financial obligations without appeal to the University Bursar;

- does not extend the expiration date of an officially declared program/major; and
- is not a formal method to avoid admission or registration requirements upon the student's return.

The University and/or academic advisor will continue to make contact with a student on extended leave during the identified absence period.

Students who are ready to return to MWSU after a leave of absence should notify the Admissions Office so assistance can be provided.

### Repeating Courses

Students are permitted to repeat any course. (When a course is repeated, the original grade remains on the transcript but is excluded (E) from the GPA calculation and the most recent grade is included (I) in the GPA. Topics and related format courses which change in content on a semester to semester basis do not apply in this regard.

### Auditing a Class

Graduate level courses cannot be audited or taken for Credit/No Credit or the A/CR/U option. Thesis courses, however, can be taken Pass/Fail.

## Rights & Responsibilities

### Family Educational Rights and Privacy Act of 1974 (FERPA)

The Family Educational Rights and Privacy Act of 1974, as amended, is a federal law which sets forth requirements aimed at protecting the privacy of educational records. Education records are defined as those records which directly relate to a student and are maintained by an educational agency or institution or by a party acting on behalf of that institution. Any educational institution that receives funds under any program administered by the U.S. Secretary of Education is bound by FERPA requirements.

Students have the following inherent rights under FERPA –

1. Control the disclosure of their "education records" to others.
2. Inspect and review their "education records".
3. Seek amendment to their "education records".
4. File a complaint with the Department of Education.

Once students are enrolled at MWSU, FERPA rights transfer to the student, regardless of the student's age.

In the absence of an official request, information contained in a student's records remains confidential between the student and MWSU and will not be released to third parties without the consent of the student, with the following exceptions:

- as directory information;
- to school officials with legitimate education interest;
- to schools which the student is seeking admission;
- to organizations conducting studies of or on behalf of educational institutions;
- to federal, state or local education authorities;
- in connection with the receipt of financial aid;
- to accrediting agencies;
- to comply with a judicial order or subpoena;
- in health or safety emergencies;

- results of a disciplinary hearing to an alleged victim of a crime of violence;
- to parents of students under the legal drinking age if caught possessing or using alcohol or drugs.

Missouri Western State University defines directory information as:

- name;
- mailing address;
- phone numbers;
- campus e-mail address;
- date of birth (month/day);
- major or field of study;
- dates of attendance;
- enrollment status;
- anticipated graduation date;
- classification;
- degrees awarded;
- honors awarded;
- previous institutions attended;
- participation in activities/sports;
- weight/height of athletes.

Currently enrolled students may withhold disclosure of information under the Family Educational Rights and Privacy Act of 1974, as amended.

To withhold disclosure, written notification must be received in the Registrar's Office (Eder Hall 102). A hold will not apply retroactively and will remain valid until the student submits notification in writing, stating otherwise. Missouri Western assumes that failure on the part of any student to specifically request the withholding of "Directory Information" indicates individual approval for disclosure.

Request for records inspection should be directed to the official in charge of maintaining the record. The personally identifiable educational records of each student and former student maintained by the university are open for inspection by the student, except in limited cases where privacy, confidentiality, or professional privileges of another person is involved.

The student may challenge an inaccurate record and request a hearing concerning any alleged inaccuracy contained therein. Any challenge must establish by a preponderance that the record is inaccurate. If desired, the student may submit a written explanation of a record's content, which then becomes a part of the record. Additional information regarding FERPA may be obtained from the Registrar's Office, Eder 102 or the University's Risk Manager, Popplewell 119.

## University E-Mail/Portal Use Policy

Missouri Western State University has designated the MWSU e-mail system and the Missouri Western GoldLink electronic portal ([goldlink.missouriwestern.edu](https://goldlink.missouriwestern.edu) (<https://goldlink.missouriwestern.edu>)) as official methods of communication to students, faculty, and staff. Each student, faculty, and staff member receives a MWSU hosted e-mail account and network login/password. This e-mail account is the primary resource used for MWSU communications between students, faculty, and staff. Official notices and information regarding the University will be sent through the MWSU e-mail system and/or posted on the Missouri Western GoldLink electronic portal.

The University has determined that use of the MWSU e-mail system and the GoldLink portal is critical to the success of students and employees

in daily routines or job performance. Students are expected to check their e-mail accounts and access GoldLink at least once per week. Faculty and staff are expected to check their e-mail accounts and access GoldLink every 1–2 business days during active work periods.

Typical e-mail communications sent by MWSU include information regarding enrollment, grades, billing, payments, financial aid, and campus activities. Typical information provided by the Missouri Western GoldLink portal includes personal announcements, campus announcements, messages for targeted audiences, and access to the Banner Self-Service system. It is the responsibility of students, faculty, and staff to stay informed. Therefore, it is expected that students, faculty, and staff access these electronic communication mediums to stay informed of the activities of MWSU and to communicate in a timely manner.

## Preferred Name Policy

The Preferred Name Policy at Missouri Western State University allows students to change their first names in most university information systems without pursuing a legal name change. The University hopes to give students an empowering, safe and nondiscriminatory university experience. Reasons for name changes may include transgender or gender nonconforming identities, international students or other students who wish to adopt an English language name, students known by names that are different from their legal names, etc. The complete policy and procedures on how to make a name change can be found at [www.intranet.missouriwestern.edu/registrar/name-changes](http://www.intranet.missouriwestern.edu/registrar/name-changes) (<https://intranet.missouriwestern.edu/registrar/name-changes>).

## Access to Personal Information

Students may access university and personal information by logging into their GoldLink account at [goldlink.missouriwestern.edu](https://goldlink.missouriwestern.edu) (<https://goldlink.missouriwestern.edu>). A unique username and password will provide secure entry to view grades, schedule of classes, unofficial transcript, financial statements, address, and other personal and confidential information. Students who lose their password may visit the GoldLink login page for instructions to reset their password. The username and answers to unique and personal security questions will be required in order to receive a new password.

## Academic Advisement

Academic advisement of students is an integral part of academics at Missouri Western. All degree-seeking students are assigned an advisor who helps provide information regarding degree requirements, semester class selection, and career direction. Most graduate programs require academic advising each semester.

Degree-seeking graduate students who are required to take prerequisite coursework (undergraduate courses or graduate courses not listed on a program of study) must follow the university admissions criteria to be enrolled in such coursework their first semester at Missouri Western. Further, the student will be expected to complete those same courses continuously during subsequent semesters.

As part of the procedure for the academic advisement/preregistration system at Missouri Western, students will meet with their respective advisors each semester to work out their schedules for the next semester of study. However, students are encouraged to meet with their advisor on a regular basis to develop the type of meaningful advisor-student relationship that we at Missouri Western prize as one of the hallmarks of our institution.

All degree-seeking students should declare a program of study for graduates degrees or certificates during the first semester of course work. Owing to the nature of the graduate certificates and two-year masters degrees, students in these programs are advised to consult with the graduate program directors of the appropriate program as early as possible.

## Declaring a Program of Study

A student officially declares a program of study by completing a Program of Study Form with an advisor in the academic department where the program is housed. The completed document(s), with appropriate signatures, must be received in the Registrar's Office in order for the process to be complete. The program of study form should be filed during the first semester of course work.

The university catalog in effect at the time of completion of the appropriate Program of Study form will be used to determine course requirements. The degree program remains effective for no more than six years following its approval date. Students are responsible for the requirements of their educational programs and should work closely with their advisor to see that those requirements are met.

In the process of earning a degree, students must complete requirements for that degree and any necessary state certification requirements. If certification or statutory requirements change and additional requirements become effective during the time a student is enrolled in a program, the new requirements take precedence over previously existing degree or certification standards.

Current Program of Study Forms can be found through the website of the appropriate academic department or [www.missouriwestern.edu/registrar](http://www.missouriwestern.edu/registrar) (<http://www.missouriwestern.edu/registrar>).

## Class Attendance

Missouri Western State University has the expectation that students should be active participants in their coursework. Regular class attendance is considered a key element of participation and an essential part of the educational experience. Specific attendance requirements for individual courses will be communicated through the course syllabus.

## Consumer Information

The Higher Education Opportunity Act of 2008 (HEOA) requires postsecondary institutions participating in federal student aid programs to make certain disclosures to students. Additional information pertaining to the consumer information topics listed below may be found online at [www.missouriwestern.edu/sci](http://www.missouriwestern.edu/sci) (<http://www.missouriwestern.edu/sci>).

- Academic Programs and Accreditations
- Alcohol and Other Drug Policy
- Annual security report (Clery Act)
- Annual fire safety report
- Availability of Financial Assistance
- Complaint Resolution
- Constitution Day
- Copyright Infringement and Peer-to-Peer File Sharing Policies and Sanctions
- Cost of Attendance

- Equity In Athletics Disclosure Act (report on athletic program participation rates and financial support data.
- Family Educational Rights and Privacy Act (FERPA) - rights regarding inspection, review and consent to disclose of personally identifiable information.
- Federal Student Financial Aid Penalties for Drug Law Violations
- Financial Aid Application procedures and methods by which financial aid is disbursed
- Graduation and Retention Rates (Student Right-to-Know Act)
- Graduation or completion rates and transfer-out rates of undergraduate student athletes
- Placement of and types of employment obtained by graduates of Missouri Western's degree and certificate programs.
- Placement of and types of employment obtained by graduates of Missouri Western's graduate certificate programs (Gainful Employment)
- Refund Policy, Requirements for Withdrawal and Return of Title IV Funds
- Retention rate as reported to IPEDS
- Rights and responsibilities of Title IV aid recipients
- Services for Students with Disabilities
- Standards for maintaining Satisfactory Academic Progress (SAP)
- Student Body Diversity
- Textbook Information/Required Course Materials
- Vaccination Policies
- Voter Registration Information

In keeping with the requirements of Title IX of the Education Amendments Act of 1972 in regard to sex discrimination, Section 504 of the Rehabilitation Act of 1973 in regard to disability discrimination and the Age Discrimination Act of 1975 as to age discrimination, as well as other applicable federal and state laws and regulations as they pertain to discrimination in the areas of age, race, color, religion, sex, sexual orientation, gender identity or expression, marital status, pregnancy or parental status, national origin, veteran status, genetic information, disability, and all other legally protected classes, Missouri Western State University follows a policy of nondiscrimination in the aforementioned areas in regard to all employment practices and to the awarding of student financial aid as well as recruitment, admission, housing, placement, and retention of students. The Title IX Coordinator is Adam McGowan, Student Affairs and the Equal Opportunity Officer is Sara Freemyer, Director of Human Resources. The Section 504-ADA Coordinator is Michael Ritter, Disability Service Coordinator.

For additional information, including requesting a paper copy of any materials, please contact the appropriate office.

## Academic Services & Support

The Academic Services & Support chapter addresses the following information -

- ATLAS (Advising, Tutoring, Learning, & Academic Support (p. 21)
- Study Abroad & Exchange Programs (p. 21)
- Library (p. 21)
- Instructional Media Center (p. 21)

## ATLAS (Advising, Tutoring, Learning, & Academic Support)

The ATLAS unit is comprised of the Center for Academic Support, Student Success & Academic Advising Center, and Freshman Seminar. ATLAS provides pathways to foster student academic and individual success. Our vision is to work as a unit, helping students navigate their educational journey through advising, tutoring, learning, and academic support.

### Center for Academic Support

(816) 271-4524

[www.missouriwestern.edu/cas](http://www.missouriwestern.edu/cas) (<http://www.missouriwestern.edu/cas>)

The Center for Academic Support is dedicated to helping students excel academically in college. The primary goal of the Center is to complement students' classroom instruction by providing support in the following areas:

1. tutoring in general studies math, from MAT 083 Foundations for University Mathematics II through MAT 167 Calculus with Analytic Geometry I;
2. tutoring in writing for any course on campus;
3. content tutoring for most courses on campus.

The Center also sponsors study groups, Supplemental Instruction (SI) and workshops. The Center's services are designed to assist students in both their general studies and upper division courses.

Staffed by full-time professionals and trained student tutors, the Center emphasizes individualized attention and flexible services. Most students receive one-on-one tutoring, while others work in small groups or independently. The Center's website contains numerous handouts that students can download, a list of available content tutors, information about the staff, and a detailed explanation of services and hours.

The Center for Academic Support is located in Hearnes Center 213. The services, materials and programs the Center has to offer are free to Missouri Western students. For more information or to make an appointment, call the CAS.

## Study Abroad & Exchange Programs

(816) 271-4194

[www.missouriwestern.edu/studyaway](http://www.missouriwestern.edu/studyaway) (<http://www.missouriwestern.edu/studyaway>)

The Office of Study Abroad and Exchange Programs exists to offer Missouri Western students the opportunity to enrich their educational experience by studying away from the St. Joseph campus. This is achieved through institutional affiliation with several international universities and domestic organizations that provide study abroad and exchange opportunities around the world. In addition, the Office of Study Abroad and Exchange Programs sponsors several study abroad opportunities each year that are taught by Missouri Western faculty. Study abroad and exchange programs vary in length, but can last as little as a few days or extend to an entire academic year.

Students wishing to participate in a study abroad or an exchange program are encouraged to contact the Office of Study Abroad

and Exchange Programs in Spratt 105. The email address is [studyaway@missouriwestern.edu](mailto:studyaway@missouriwestern.edu).

## Library

The MWSU Library has a variety of resources and services that meet the learning and research needs of the students, faculty, and staff. The collection contains print and electronic resources in a variety of subject areas. In addition to the 228,000 volumes housed in the library, students have access to over 25 million items through the Missouri Consortium of Academic Libraries (MOBIUS). Professionally trained librarians provide individual assistance and classroom instruction. Research assistance is available by walk-in, email, chat, or Book-a-Librarian for personalized assistance.

Group and individual study rooms are available for collaboration or quiet study. A general use computer lab is housed in the library. Laptops are also available for use in the library. MWSU library provides a variety of seating and study spaces as well as a coffee bar. The library is a popular destination for research, study, meetings, and group work.

## Instructional Media Center

The IMC provides Missouri Western's faculty and students with computer and video-based technology and services to enhance educational outcomes. The IMC provides equipment, equipment maintenance, production and design services, programming, training, and consulting. The IMC also serves non-academic sectors of the University and the community. Below are summaries of the functional units of the IMC.

For assistance, please call (816) 271-5880, visit the IMC in Hearnes 149 or refer to [www.missouriwestern.edu/imc](http://www.missouriwestern.edu/imc) (<http://www.missouriwestern.edu/imc>).

**Classroom Services** facilitates the use of multimedia presentation technologies in all university classrooms and meeting rooms, consults on university projects involving computer-based technologies, and provides a variety of instructional technology services to faculty and students.

**Instructional Design and Web Development Services** provides training and support to help faculty design, create and implement online courses and computer-based instructional modules for face-to-face courses, with the goal of enhancing educational outcomes. This unit is also responsible for the University's Web site, and provides Web-based applications programming, reporting and database services.

**Video Services** provides a variety of video-based services to assist in the development and delivery of courses, programs the University's television systems, provides videoconferencing services, and participates in the development of University video-based products (e.g., promotional videos, video capture of University events).

**Academic Computing Services** provides oversight for academic computing labs, including supervision of student monitors and maintenance of lab software and supplies.

**Engineering Services** is responsible for the design, installation and maintenance of computer-based equipment in classrooms, labs and meeting rooms, and provides engineering assistance to the other areas of the IMC.

**Adaptive Technology** provides a wide array of services and tools to enhance the learning and teaching experiences of students and faculty with disabilities.

**Cinema Equipment Cage** is responsible for checking out, organizing and maintaining cinema equipment used by faculty and undergraduate and graduate students.

**Graphics Services** develops animations and graphics for IMC projects.

## Student Services

The Student Services chapter addresses the following information -

- Health and Wellness (p. 22)
- Student Development (p. 23)
- Other Services (p. 24)

## Health and Wellness Counseling Center

Free counseling is available to assist students in becoming oriented to college, making a career choice and resolving personal difficulties. Areas of difficulty for which students frequently seek counseling include poor concentration, test anxiety, performance anxiety; sexual assault healing, self-esteem struggles, depression, time management, stress management and relationship problems. Visits to the Counseling Center are strictly confidential and information from counseling sessions will not be shared on campus or off campus without the written consent of the student. There is no charge for counseling services. The Counseling Center is located in Eder Hall 203. For more information see [www.missouriwestern.edu/counseling](http://www.missouriwestern.edu/counseling) (<http://www.missouriwestern.edu/counseling>) or contact (816) 271-4327.

## Accessibility Resource Center

The purpose of the Accessibility Resource Center is to create an inclusive learning environment where students with disabilities have access to the same opportunities available to their peers. Once a student makes a voluntary disclosure to the University regarding their status as a person with a disability, they are protected from discrimination and reasonable accommodations are made in order to remove barriers that would otherwise limit participation in all of the programs the University has to offer. For more information, visit the Accessibility Resource Center in Eder 203, online at [www.missouriwestern.edu/arc](http://www.missouriwestern.edu/arc) (<http://www.missouriwestern.edu/arc>) or by phone (816) 271-4330.

## Esry Student Health Center

Esry Student Health Center is located on the second floor of Blum Union in Room 203. A nurse practitioner and nursing staff are available to provide assistance with health care needs through diagnosis and treatment, immunizations, health counseling and specialist referral services. The Health Center also offers a variety of educational pamphlets and health information. Health records are maintained with strict confidentiality.

The following is Missouri State Mandated and is required for all students:

1. Tuberculosis Screening Questionnaire

The following is Missouri State Mandated and is required for students living on campus:

1. Tuberculosis Screening Questionnaire
2. Meningococcal (Meningitis), given at 16 years of age or older

The link to complete the Tuberculosis Screening Questionnaire, required forms, as well as the MWSU health policy is available at [www.missouriwestern.edu/HealthServ](http://www.missouriwestern.edu/HealthServ) (<http://www.missouriwestern.edu/HealthServ>). Records may be mailed or faxed to Esry Student Health Center, (816) 271-4498 or emailed to [health@missouriwestern.edu](mailto:health@missouriwestern.edu).

International students that do not plan to live on campus should complete the Tuberculosis Risk Assessment, the Health History Form and the Immunization Documentation Form and submit them to:

Esry Student Health Center  
4525 Downs Drive – Blum 203  
St. Joseph, MO 64507.

The Esry Health Center is open 8:00-4:30, Monday through Friday. Contact the Health Center at (816) 271-4495 for information regarding nurse/nurse practitioner hours and appointments or any other questions.

## Recreation Services

MWSU Recreation Services Department includes the Looney Complex, Baker Fitness Center and outdoor amenities on campus.

The Looney Complex includes the arena, small gymnasium and pool. A full intramural sports recreation program is offered in Looney to enrolled college students and Missouri Western personnel. The program includes individual, dual, team and special events for men, women and coeds. The intramural program encourages the development of mental, physical, emotional and social health. In general, Missouri Western State University provides the opportunity for every individual, regardless of ability to realize the fun of participation in a favorite sport or activity at various levels of competition. For more information, visit our website: [www.missouriwestern.edu/recreation](http://www.missouriwestern.edu/recreation) (<http://www.missouriwestern.edu/recreation>).

The Baker Fitness Center includes the Nautilus Nitro weight machines, Hammer Strength weight machines, Dumbbells, Multi-Functioning Weight Station, Dual Pulley machine, Smith Machine and various benches with free weights for lifting. The Baker Fitness Center also offers LifeFitness Treadmills, Ellipticals, Bicycles, Stair Climbers, a Concept II Rowing machine and Cybex Arc Trainers. Fitness Classes for students are offered for free during the Fall and Spring semesters in Baker. Students, Faculty and Staff can access Baker with a valid MWSU ID; some membership restrictions apply. Membership information can be found at [www.missouriwestern.edu/recreation/fitnesscenter](http://www.missouriwestern.edu/recreation/fitnesscenter) (<http://www.missouriwestern.edu/recreation/fitnesscenter>).

Outdoor amenities on the beautiful MWSU campus include the Trap Range, Disc Golf Course, Wood Chip Trail and Intramural practice field. The Trap Range is located on the west portion of campus and is open approximately April 1 to November 1. The Disc Golf Course has 18 holes located behind the Baker Fitness Center. More information on the course can be found at the Missouri Western DG Course Review (<https://www.dgcoursereview.com/course.php?id=1568&mode=ci>). The Wood Chip Trail is 1.9 miles long with the start/end back behind Baker. The Intramural Practice Field is located behind Leaverton Hall. For a campus map, please visit: [www.missouriwestern.edu/recreation/directions-and-parking/campus-map](http://www.missouriwestern.edu/recreation/directions-and-parking/campus-map) (<https://www.missouriwestern.edu/recreation/directions-and-parking/campus-map>).

## Student Development

### The Center for Multicultural Education

The Center for Multicultural Education (CME) envisions a campus that is dynamic, challenging and welcoming to its diverse constituents. Toward this end, the CME will enhance student, faculty and staff understanding and appreciation of peoples, traditions and cultures, while promoting academic inquiry and self-reflection. As it is committed to developing leaders who are culturally competent and poised to create environments and communities that encourage, respect, and celebrate diversity, you will find the CME has an exciting and vibrant atmosphere.

The CME invites students to get involved by attending programs, volunteering on planning committees or visiting the office to discuss college success tips or dialogue about current issues on campus and in the community. The CME also offer community service opportunities in the St. Joseph area and beyond, throughout the year.

The Center for Multicultural Education is located in the Blum Student Union, Room 207. Visitors are always welcome. For more information contact The Center for Multicultural Education at [www.missouriwestern.edu/cme](http://www.missouriwestern.edu/cme) (<http://www.missouriwestern.edu/cme>) or call (816) 271-4150.

### Career Development Center

The Career Development Center is a centralized, comprehensive operation offering career preparedness services to students at the St. Joseph and Northland campus locations. MWSU's Griffons 4 Hire Career Management Portal is the official 24/7/365 online career and employment system to which all students have access. The portal provides students career readiness and workforce development resources at their fingertips.

Trained professional staff and student Career Mentor staff facilitate career services including; seminars, workshops, events, assessment instruments and discussion in the areas of career skills, job search strategies and contemporary business and social networking etiquette to meet the needs of the global workforce. Please visit us in Eder Hall, Suite 202, see [www.missouriwestern.edu/careerdevelopment](http://www.missouriwestern.edu/careerdevelopment) (<http://www.missouriwestern.edu/careerdevelopment>) or contact (816) 271-4292.

### Student Employment Program

The student employment program provides students resources to earn, learn, and connect. Our services help provide a source of income to help finance or supplement educational costs. We help students gain valuable transferable skills needed to reach career goals, and become a valued member of the campus and community workforce. To view available on and off campus part time jobs, visit Griffons4Hire.

Student Employment is housed in the Career Development Center in Eder Hall, Suite 202. Please call (816) 271-4292 or view the website at [www.missouriwestern.edu/careerdevelopment/](http://www.missouriwestern.edu/careerdevelopment/) (<http://www.missouriwestern.edu/careerdevelopment/>).

### Center for Student Involvement (Student Life)

The Center for Student Involvement offers campus involvement and engagement opportunities to all students. Student organizations are offered in the areas of academic/departmental, cultural/ethnic,

governance, Greek life (fraternities & sororities), honorary/scholastic, political/advocacy, religious, service, sports and recreation, and special interest. Students not finding an organization that meets their interests are invited to form a new student organization. The process for starting new student organizations can be obtained in the Center for Student Involvement. Additionally, the Barbara Sprong Leadership Challenge and the Student Organization Leadership Institute serve to prepare Missouri Western's top students for leadership roles at Missouri Western and upon graduation.

To find out more, visit us in the Blum Student Union, Room 207, phone (816) 271-4159, or find us at [www.missouriwestern.edu/csi](http://www.missouriwestern.edu/csi) (<http://www.missouriwestern.edu/csi>).

### Nontraditional/Veterans/Commuter Student Center

Nontraditional, Veterans and Commuter Student Center provides support and assistance for nontraditional students, veterans, and for those students who are commuters to Missouri Western's campus. The Center is located in Eder Hall 200. For more information refer to [www.missouriwestern.edu/nontrad](http://www.missouriwestern.edu/nontrad) (<http://www.missouriwestern.edu/nontrad>) or contact (816) 271-4281.

### International Center

The International Center provides global engagement opportunities for students, staff and faculty at Missouri Western. The strategic international events are designed to promote global awareness, cultural exposure, diverse perspectives, and to encourage understanding, respect and global citizenship. These purposeful learning and development activities include "Meet the World", "international Education Fair", "Tea & Talk" and many more. Over 30 cultural programs are typically offered on- and off-campus. The events are often free and open to the public.

In addition, the Center coordinates strategic recruitment activities overseas to introduce Missouri Western to interested prospective students/parents and recruits. Staff enroll new undergraduate and graduate students to the university. Once enrolled, the International Center staff provide ongoing support for F-1 and J-1 visa international students at the University including a mandatory orientation week for incoming international students. The Center staff coordinate student immigration advisement, acculturation opportunities, assistance with campus adjustment, and other non-academic related services. The Center staff also provides general mentorship and guidance to international students. Contact or visit the office for student leadership opportunities, program initiatives, partnerships, co-sponsorships, and international student recruitment guidance. Call (816) 271-5981, or visit Blum Union, Suite 210 or go to [www.missouriwestern.edu/international](http://www.missouriwestern.edu/international) (<http://www.missouriwestern.edu/international>).

### Residential Life

Residential Life is an integral part of the academic and educational mission of the University. The department provides a variety of living options and joins with students to create and maintain safe, supportive communities that promote the development of life and leadership skills. We further provide meaningful experiences and opportunities for student growth through activities and programs that recognize, address, and appreciate the needs, interests, and diversity in our population.

We are committed to continuous improvement in the quality of the residential experience. In order to fulfill our mission, the Office of Residential Life employs a variety of professional and student staff

including Master's degree-level professionals as the Director, Assistant Director, and Residence Hall Directors; and Resident Assistants, whose purpose is to assist residents in their success at Missouri Western. If you would like to learn more about campus living, please contact the Office of Residential Life, located in the Commons Building, at (816) 383-7100, or at [www.missouriwestern.edu/reslife](http://www.missouriwestern.edu/reslife) (<http://www.missouriwestern.edu/reslife>).

## Blum Student Union

The Blum Student Union is the campus center for co-curricular programs and activities. The Union houses many services for students, including the Blum Academic Resource Center, Campus Cupboard food pantry, Barnes and Noble Bookstore, Starbucks, Western Dining Hall, Food Court (Chick-Fil-A, Zoca, and Subway), Catering Services, student computers & printing services, lost & found, parking permits, technologically advanced event facilities, ATMs, technology charging stations, the Kelley Commons, and student commons areas. The following offices are located in the Student Union: Vice President for Student Affairs, Dean of Students, Center for Student Involvement, Center for Multicultural Education, Missouri Western State University Police Department, Esry Student Health Center, Griffs Give Back, International Center, Student Governor, Student Government Association and the Western Activities Council.

## Student Conduct

The University has established rules and policies that all students, as responsible members of the learning community, are required to follow in order to provide and maintain an effective environment for learning. Students are expected to fully respect the rights of others and to observe university rules and regulations as well as city, state and federal laws.

The Student Handbook [www.griff.vn/handbook](http://www.griff.vn/handbook) (<http://www.griff.vn/handbook>) contains specific information concerning student conduct and related disciplinary action, which may include dismissal in case of serious infraction. For more information, stop by Blum Union, Room 228 or call (816) 271-4432.

## Student Government Association (SGA)

Students of Missouri Western State University are encouraged to take part in the Student Government Association, the governing body for students. SGA is comprised of the Legislative Branch, Judicial Branch, and the Executive Branch. The Mission Statement of SGA is: The Student Government Association (SGA) at Missouri Western is committed to being an advocate for the student body, enhancing campus life and promoting the image of the University. SGA holds itself to the highest standards of: Service, Enthusiasm, Respect, Quality, Freedom, and Courage. As SGA, we lead with integrity, listening to the students and serving Missouri Western State University. Visit [www.missouriwestern.edu/sga](http://www.missouriwestern.edu/sga) (<http://www.missouriwestern.edu/sga>) for more information, call (816) 271-4164, or drop by Blum Union, Room 217.

## Title IX Coordinator

Missouri Western State University is committed to providing a learning, working, and living environment that promotes personal integrity, civility, and mutual respect in an environment free of discrimination on the basis of sex. Missouri Western considers sex discrimination in all its forms to be a serious offense. Sex discrimination constitutes a violation of this policy, is unacceptable, and will not be tolerated. Sex discrimination

includes discrimination on the basis of pregnancy, gender identity, and failure to conform to stereotypical notions of femininity and masculinity.

The Title IX Coordinator oversees the University's compliance with Title IX by managing the investigation of complaints of sex discrimination, providing information on services and resources for students who have faced sexual discrimination and for those accused, and facilitating campus training initiatives on prevention. For more information on Missouri Western's Title IX Policies and Procedures and available resources please see [www.missouriwestern.edu/titleix](http://www.missouriwestern.edu/titleix) (<http://www.missouriwestern.edu/titleix>) or call (816) 271-4432.

## University Bookstore

All required textbooks are available at the University Bookstore, in new and used copies. Many titles can be rented or purchased in a digital format. The bookstore also stocks barcharts, bestselling paperbacks, and a wide variety of other books. Other items are also available at the Bookstore, including school supplies, art supplies, clothing, insignia novelty items, candy, and many other sundry items.

Normal Bookstore hours are from 8:00 a.m. - 5:00 p.m. Monday through Thursday and 8:00 a.m. - 4:30 p.m. Friday. Hours are extended at the beginning of each semester for your shopping convenience. More information may be found at [www.missouriwestern.bncollege.com](http://www.missouriwestern.bncollege.com) (<http://www.missouriwestern.bncollege.com>) or by visiting the Bookstore on the first floor of the Blum Student Union.

## Other Services

### Scheduling Services

Scheduling Services is responsible for oversight of all campus facility usage and reservation and coordination of event support services. Campus facilities may be reserved and used by campus departments and student organizations free of charge (charges may apply for event support services, extensive set-up/tear-down or use of the Fulkerson Center, Griffon Indoor Sports Complex or Spring Sports Complex). Event support services include facility set-up and tear-down, campus dining, audio/visual equipment and support, sound and light production (in facilities where available), recreational and athletic equipment, and Police Department. Information about Scheduling Services may be obtained on-line at [www.missouriwestern.edu/scheduling](http://www.missouriwestern.edu/scheduling) (<http://www.missouriwestern.edu/scheduling>).

Priority for facility usage and governing policies are outlined in the Missouri Western Policy Guide that can be found on-line at [www.missouriwestern.edu/hr](http://www.missouriwestern.edu/hr) (<http://www.missouriwestern.edu/hr>).

### Testing Center

The Testing Center is responsible for standardized tests offered to University students, prospective students and to community residents; and monitors testing for students and community residents whose exams need to be proctored. Visit [www.missouriwestern.edu/testing](http://www.missouriwestern.edu/testing) (<http://www.missouriwestern.edu/testing>) for more information.

### Information Technology Services

The Information Technology Services (ITS) department, located in Hearnes Center Room 110, is a technology services group that provides centralized computer services, microcomputer support, network services, and an optical character recognition scanning service. Central Computer Systems Administration provides support for centralized computer



operations, registration of PCs, programming services, and production control services for running centralized computer based applications. Microcomputer Support Services provides the faculty and staff with support for hardware installation and repair service, software installation and problem resolution, hardware and software acquisition support, printer installation and repair services, and a help desk. Network Support provides services for network administration, printer and file sharing, wireless networking, Local Area Network (LAN), Internet, centralized servers, campus-wide data cable plant including fiber optics cable between buildings and Category-5 cable to each desktop. Optical Character Recognition (OCR) Scanning Services provides a scanning service for academic tests and campus elections. ITS may be contacted at (816) 271-4354; the Help Desk is available at (816) 271-4555; further information may be found at [www.missouriwestern.edu/its](http://www.missouriwestern.edu/its) (<http://www.missouriwestern.edu/its>).

## Police Department

The Missouri Western Police Department is located on the second floor of Blum Union, Room 201. The Police Department Office is open 8:00 a.m. until 4:30 p.m. through the week. The office is closed on weekends, campus closures and University observed holidays. Police assistance is provided 24 hours a day, every day of the year by calling (816) 271-4438.

The Missouri Western Police Department has commissioned police officers that assist students by responding to calls for service. These calls range from emergencies, police services and some safety and security situations.

Missouri Western Police Department information is also available at [www.missouriwestern.edu/policedepartment](http://www.missouriwestern.edu/policedepartment) (<http://www.missouriwestern.edu/policedepartment>).

## Parking & Security Services

The Parking and Security Services Office is located in Blum Union, Room 100 (next to Barnes and Noble Bookstore). The Parking and Security Services Office is open 7:00 a.m. until 5:00 p.m. Monday through Friday. Students and staff may register their vehicles, receive their Identification Cards and obtain information about parking and other services during office hours. Parking and Security Services may be reached at (816) 271-5666. Vehicle operation and parking regulations are also available at [www.missouriwestern.edu/policedepartment/aboutparking](http://www.missouriwestern.edu/policedepartment/aboutparking) (<http://www.missouriwestern.edu/policedepartment/aboutparking>).

## Griffon Media

### The *Griffon News*

The *Griffon News* is the award-winning official student newspaper and designated campus forum for Missouri Western State University. The paper has won numerous national and state awards and has had Missouri College Journalist of the Year and Photojournalist of the Year recipients. It is published weekly during the fall and spring semesters and its weekly content and back issues are available on its website, [www.thegriffonnews.com](http://www.thegriffonnews.com) (<http://www.thegriffonnews.com>). For more information, contact The Griffon News in Eder Hall 221 or at (816) 271-4446.

### *Griffon Yearbook*

The *Griffon* yearbook is a yearly campus publication that consistently wins both national and state awards. It covers all aspects of university life through full-color photography, in-depth interviews, feature stories, and enlightening articles. Working for the *Griffon* yearbook is a learning

experience. Students apply what they have learned in their classrooms to the actual production. Students who want to become journalists learn first hand what journalism is all about. For more information, visit Murphy Hall 208. [www.missouriwestern.edu/yearbook](http://www.missouriwestern.edu/yearbook) (<https://www.missouriwestern.edu/yearbook>)

### *Griffon Update*

*Griffon Update* is an award-winning student-produced digital media program highlighting the people, places and events at Missouri Western State University and the surrounding region. Students apply the theory and practical knowledge learned in class to produce feature news packages. These packages are combined to create a broadcast feature magazine-format program shown on local cable and the web. Students who want to gain experience in broadcast journalism can find more information, by visiting Murphy Hall 204 or calling (816) 271-5605. [Griff.VN/Griffmedia](http://Griff.VN/Griffmedia) (<http://Griff.VN/Griffmedia>)

## Athletics

Griffon Athletics consists of 16 intercollegiate athletic teams, seven for men (football, cross country, basketball, indoor track and field, baseball, golf, outdoor track and field) and nine for women (volleyball, cross country, basketball, indoor track and field, softball, tennis, soccer, golf, outdoor track and field). Missouri Western is affiliated with the National Collegiate Athletic Association (NCAA) at the Division II level and competes within the Mid-America Intercollegiate Athletics Association (MIAA). The MIAA is composed of 14 institutions in Kansas, Missouri, Nebraska and Oklahoma and is widely considered the top conference at the Division II level. A varied amount of scholarship aid is available to student-athletes in each sport at Missouri Western. For more information on Griffon Athletics, visit [www.GoGriffons.com](http://www.GoGriffons.com) (<http://www.GoGriffons.com>).

# Applied Science, Chemistry (Master of Applied Science, M.A.S.)

Dr. Michael Ducey, Program Director

ducey@missouriwestern.edu

(816) 271-4391

[www.missouriwestern.edu/chemistry/maschemistry](http://www.missouriwestern.edu/chemistry/maschemistry) (<https://>

[www.missouriwestern.edu/chemistry/maschemistry](http://www.missouriwestern.edu/chemistry/maschemistry))

The Master of Applied Science in Chemistry degree is designed to allow you to pursue advanced training in chemistry, while simultaneously developing workplace skills highly valued by employers. The program is an innovative degree consisting of academic training in chemistry, along with a professional component including cross-training in business and communications developed in concert with industry and designed to dovetail into present and future professional career opportunities.

Graduates are equipped to manage the breakthroughs that are created by the research teams. They can interact between researchers and managers, especially in the marketing, finance, and legal departments.

The Master of Applied Science in Chemistry allows students to pursue advanced training and excel in the field of chemistry while simultaneously developing highly-valued business skills, preparing them for science careers in business, government, or nonprofit organizations, where workforce needs are increasing. The program is certified as a Professional Science Masters program by the Committee on Graduate Schools, combining rigorous study of chemistry with skills-based coursework in business fundamentals, economics, regulatory affairs, intellectual property, project management, and skills-oriented training in: communications, computation, and working in teams.

## Admission

### Admission Requirements

- Submission of application for admission to the MWSU Graduate School.
- Completion of an undergraduate degree in chemistry, or a closely related discipline from an accredited undergraduate institution.
- Minimum undergraduate GPA of 3.0.
- Application essay stating career goals and how this program fits into those goals. Submit this directly to the Department at the address below.
- Two letters of reference, preferably at least one from an academic source. These should be sent directly to the Department on your behalf.
- Application reviewed and approved by the MAS Chemistry Graduate Admissions Committee.

## Requirements

Code	Title	Credit Hours
<b>Professional Core</b>		
MGT 604	Organizational Behavior Management	3
MAS 695	Graduate Colloquium	3
Communication Skills - Select 2 courses from the following (6 credits)		6
COM 601	Professional and Organizational Communications	
ENG 540	Writing for Management and Supervision	

ENG 685	Multilingual Graduate Writing	
ETC 600	Technical Communications Theory and Practice	
EPR 620	Proposal and Grant Writing	
Professional Skills - Select 2 courses from the following (6 credits)		6
PHL 535	Foundations of Professional Ethics	
ECO 607	Managerial Economics	
MAT 609	Technical Analysis for Decision Making	
MKT 605	Strategic Marketing	
<b>Concentration Requirements</b>		
CHE 520	Laboratory Safety and Management	3
CHE 530	Principles of Quality Assurance	3
CHE 640	Principles of Industrial Scale-up and Production	3
CHE 650	Analytical Method Development and Validation	3
CHE 680	Intellectual Property in the Scientific Setting	2
Select three hours from the following list of courses:		3
CHE 610	Applied Chemical Separations	
CHE 611	Applied Spectroscopy	
CHE 612	Applied Biochemical Techniques	
CHE 613	Principles of Drug Discovery	
CHE 675	Graduate Internship in Chemistry	
Total Credit Hours		35

NOTE: Students are required to submit a capstone portfolio prior to graduation.

## Graduation Requirements

1. Filing an approved Application for Graduation.
2. Satisfactory completion of all required coursework as listed on the approved Program of Study.
3. Earn a minimum overall GPA of 3.0, with no more than 6 credit hours of C in all required coursework.
4. Official approval of required Master Educator Experience (or capstone).

# Applied Science, Engineering Technology Management (Master of Applied Science, M.A.S.)

Dr. Long Qiao, Program Director

lqiao@missouriwestern.edu

(816) 271-4561

[www.missouriwestern.edu/engtech/graduate-studies](http://www.missouriwestern.edu/engtech/graduate-studies) (<https://>

[www.missouriwestern.edu/engtech/graduate-studies](http://www.missouriwestern.edu/engtech/graduate-studies))

The Master of Applied Science in Engineering Technology Management, a STEM major program, is aimed at expanding your knowledge in both the technical aspects of engineering technology and project management, as well as advancing your career. The program provides a thorough understanding of emerging technologies and management skills with emphases on applied research and practical experiences. Graduates of the program are expected to fill positions such as: assembly line supervisor, job supervisor, shift supervisor, maintenance manager, shop manager, plant manager, group leader, project leader, high school technology teachers or college level engineering technology instructors.

## Admission

### Admission Requirements

- Submission of application for admission to the MWSU Graduate School.
- Completion of an undergraduate degree in engineering, technology, business or a closely related discipline from an accredited undergraduate institution.
- Minimum undergraduate GPA of 2.75.
- Submission of an application essay stating career goals and how this program fits into those goals. Submit this directly to the graduate program director.
- Two letters of reference, preferably at least one from an academic source. These should be sent directly to the graduate program director on your behalf.
- Application reviewed and approved by the Engineering Technology Graduate Admission Committee.

## Requirements

Code	Title	Credit Hours
<b>Professional Core</b>		
MGT 604	Organizational Behavior Management	3
MAS 695	Graduate Colloquium	3
Communication Skills - Select 2 courses from the following (6 credits)		6
COM 601	Professional and Organizational Communications	
ENG 540	Writing for Management and Supervision	
ENG 685	Multilingual Graduate Writing	
ETC 600	Technical Communications Theory and Practice	
EPR 620	Proposal and Grant Writing	
Professional Skills - Select 2 courses from the following (6 credits)		6
PHL 535	Foundations of Professional Ethics	

ECO 607	Managerial Economics	
MAT 609	Technical Analysis for Decision Making	
MKT 605	Strategic Marketing	
<b>Concentration Requirements</b>		
EGT 520	Project and Process Management	3
EGT 530	Current Advancements in Engineering Technology	3
EGT 610	Advanced Engineering Technology	3
EGT 690	Engineering Technology Research	6
<b>Total Credit Hours</b>		<b>33</b>

## Graduation Requirements

1. Filing an approved Application for Graduation.
2. Satisfactory completion of all required coursework as listed on the approved Program of Study.
3. Earn a minimum overall GPA of 3.0, with no more than 6 credit hours of C in all required coursework.
4. Official approval of required Master Educator Experience (or capstone).

# Applied Science, Industrial Life Science (Master of Applied Science, M.A.S.)

Dr. Jason Baker, Program Director  
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www.missouriwestern.edu/mas-ils (<https://www.missouriwestern.edu/mas-ils>)

The Master of Applied Science in Industrial Life Science degree provides students the opportunity to pursue advanced training in biology and chemistry, while simultaneously developing their business and communication skills. The curriculum is characterized as science-plus, combining a rigorous study of biology and chemistry with skills-based coursework in business fundamentals, economics, regulatory affairs, intellectual property, project management, and skills-oriented training in communications, data-driven decision making, and working in teams.

Graduates will be prepared for science careers in business, government, and nonprofit organizations, where workforce needs are increasing. They will be able to manage research team breakthroughs, serve in quality assurance roles, and interact with researchers and managers, especially in the marketing, finance, and legal departments.

## Admission

### Admission Requirements

- Submission of application for admission to the MWSU Graduate School.
- Completion of an undergraduate degree majoring in biology, chemistry, or related science discipline.
- Minimum undergraduate GPA of 3.0.
- Application essay stating career goals and how this program fits into those goals (this should be sent directly to the program director.)
- Two letters of reference, preferably at least one from an academic source. (this should be sent directly to the program director.)
- Applicants should have experience in the following disciplines: Cell Biology, Organismal Biology, Microbiology, Statistics, Biochemistry, Quantitative Chemical Analysis.
- Application reviewed and approved by the MAS ILS Graduate Admissions Committee.

## Requirements

Code	Title	Credit Hours
<b>Professional Core</b>		
MGT 604	Organizational Behavior Management	3
MAS 695	Graduate Colloquium	3
Communication Skills - Select 2 courses from the following (6 credits)		6
COM 601	Professional and Organizational Communications	
ENG 540	Writing for Management and Supervision	
ENG 685	Multilingual Graduate Writing	
ETC 600	Technical Communications Theory and Practice	

EPR 620	Proposal and Grant Writing	
Professional Skills - Select 2 courses from the following (6 credits)		6
PHL 535	Foundations of Professional Ethics	
ECO 607	Managerial Economics	
MAT 609	Technical Analysis for Decision Making	
MKT 605	Strategic Marketing	
<b>Concentration Requirements</b>		
ILS 520	Laboratory Safety and Management	3
ILS 530	Principles of Quality Assurance	3
ILS 640	Principles of Industrial Scale-up and Production	3
ILS 680	Intellectual Property in the Scientific Setting	2
<b>Science Elective Courses</b>		
Select six credit hours of the following not previously taken for undergraduate credit:		6
BIO 510	Molecular Cell Biology	
BIO 511	Developmental Biology	
BIO 516	Vertebrate Biology	
BIO 517	Medical Parasitology	
BIO 521	Immunology	
BIO 530	Molecular Basis of Disease	
BIO 541	Virology	
BIO 625	Graduate Internship in Biology	
CHE 526	Graduate Topics in Chemical Instrumentation	
CHE 541	Graduate Topics in Inorganic Chemistry	
CHE 545	Advanced Chemical Methods	
CHE 570	Graduate Topics in Biochemistry	
CHE 675	Graduate Internship in Chemistry	
500/600 level course approved by the program admissions committee		
<b>Total Credit Hours</b>		<b>35</b>

## Graduation Requirements

1. Filing an approved Application for Graduation.
2. Satisfactory completion of all required coursework as listed on the approved Program of Study.
3. Earn a minimum overall GPA of 3.0, with no more than 6 credit hours of C in all required coursework.

# Applied Science, Sport and Fitness Management (Master of Applied Science, M.A.S.)

Dr. Paul Choi, Program Director

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[www.missouriwestern.edu/hper/mas-sport-fitness-management](https://www.missouriwestern.edu/hper/mas-sport-fitness-management) (https://

[www.missouriwestern.edu/hper/mas-sport-fitness-management](https://www.missouriwestern.edu/hper/mas-sport-fitness-management))

The Sport and Fitness Management graduate program is a comprehensive masters degree that prepares students to assume supervisory and administrative positions in sport and fitness settings, such as running health clubs and managing sport teams at all levels. Students learn business, sales and marketing skills as applied to the sport and fitness industry. The program also provides training in health and safety standards and public communication to foster professional growth. Graduates of the MAS Sport and Fitness Management program are well prepared for leadership positions and careers in facility and event management, college athletics, professional sports organizations, non-profit agencies, public/private/corporate fitness facilities, cardiac rehabilitation and community based/amateur athletic programs.

## Admission

### Admission Requirements

- Submission of application for admission to the MWSU Graduate School.
- Completion of an undergraduate degree in Health, Sport Management, or a closely related discipline.
- Minimum undergraduate GPA of 2.75.
- Application essay stating career goals and how this program fits into those goals.
- One letter of reference from an academic source.
- Applications are reviewed and approved by the MAS Sport & Fitness Management Graduate Admission Committee.

## Requirements

Code	Title	Credit Hours
<b>Professional Core</b>		
MGT 604	Organizational Behavior Management	3
MAS 695	Graduate Colloquium	3
Communication Skills - Select 2 courses from the following (6 credits)		6
COM 601	Professional and Organizational Communications	
ENG 540	Writing for Management and Supervision	
ETC 600	Technical Communications Theory and Practice	
EPR 620	Proposal and Grant Writing	
Professional Skills - Select 2 courses from the following (6 credits)		6
PHL 535	Foundations of Professional Ethics	
ECO 607	Managerial Economics	
MAT 609	Technical Analysis for Decision Making	

MKT 605	Strategic Marketing	
<b>Concentration Requirements</b>		
SFM 525	Legal Aspects of Sport and Fitness	3
SFM 542	Facilities and Design Management	3
SFM 610	Leadership and Effectiveness in Sport and Fitness Management	3
SFM 651	Research Methods	3
SFM 630	Internship	3-6
or SFM 655	Thesis	
Total Credit Hours		33-36

## Graduation Requirements

1. Filing an approved Application for Graduation.
2. Satisfactory completion of all required coursework as listed on the approved Program of Study.
3. Earn a minimum overall GPA of 3.0, with no more than 6 credit hours of C in all required coursework.
4. Official approval of required Master Educator Experience (or capstone).

# Assessment, K-12 Cross-Categorical Special Education (Masters of Applied Science, M.A.S.)

## Overview

Dr. Susan M. Bashinski, Program Director  
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[www.missouriwestern.edu/masa/asd-option](http://www.missouriwestern.edu/masa/asd-option) (<https://www.missouriwestern.edu/masa/asd-option>)

The K-12 Cross-Categorical Special Education option is designed to meet the needs of the following professionals:

- Current and future educators, from both general education and special education, who want to learn techniques to more effectively support learners who experience mild/moderate disability in diverse, inclusive, PreK-12 classrooms
- Speech/language pathologists and other related service providers, who desire additional information to assist them to more effectively serve learners who experience mild/moderate disability
- School administrators, who are interested in improving special education services in their school or district
- Current or future educational policy makers, who wish to enhance their understanding of the unique needs of learners who experience mild/moderate disability and the most up-to-date research in the field of special education

Successful completion of the K-12 Cross-Categorical Special Education master's degree will prepare graduates for special education licensure from the Missouri Department of Elementary and Secondary Education.

The need for effective educators knowledgeable of strategies for teaching learners who experience mild/moderate disability becomes more critical every year. Severe shortages of qualified special education teachers continue to persist - locally, regionally, statewide and nationally. In addition to learning how to advocate for effective and responsive education for learners who experience mild/moderate disability, graduate students should gain the following from coursework in the K-12 Cross-Categorical Special Education program:

- A deep understanding of fundamental issues associated with teaching learners who experience a broad range of mild/moderate disabilities
- Specific skills associated with assessment and eligibility determination for learners who experience mild/moderate disabilities
- Knowledge of differentiated instructional methods needed to successfully teach learners who experience mild/moderate disabilities
- Opportunities to learn the effective implementation of behavioral interventions with learners who experience mild/moderate disabilities
- Knowledge of considerations for the selection and effective implementation of assistive technologies and augmentative communication strategies
- Focused methods for preparing learners and their families for transition from secondary education to a successful career
- Opportunities to learn a variety of strategies for effectively collaborating with families and members of inter-professional teams in education

- Enhanced general knowledge of diverse, inclusive classroom settings
- Training in analytical and critical thinking methods
- Support for an internship experience, which requires the application of content information gained from participation in the M.A.S. program

What are the unique benefits of the K-12 Cross-Categorical Special Education program option at Missouri Western State University?

- All required courses are available online; this flexibility allows courses to be completed from anywhere in the world
- The master's degree in K-12 Cross-Categorical Special Education includes a professional core sequence, which focuses on critical reading of education literature and analyzing research in education
- Strong foundation in current research in the field of K-12 Cross-Categorical Special Education

## Admission Admission Requirements

Admission to the graduate program in K-12 Cross-Categorical Special Education requires meeting all qualifications for acceptance to the Missouri Western State University Graduate School.

- Submission of application for admission to the MWSU Graduate School.
- Completion of an undergraduate degree in education, or a closely related discipline, from an accredited undergraduate institution.
- Minimum undergraduate GPA of 2.75.
- Statement of Purpose: A one-page narrative, which describes his/her purpose for seeking admission to a graduate program, as well as what he/she hopes to gain from the experience.
- The GRE is not required.

## Requirements

Code	Title	Credit Hours
<b>Professional Core</b>		
EDU 611	Research Development and Literature Analysis	3
EDU 678 and EDU 679	Master Educator Experience I and Master Educator Experience II	6
OR		
EDU 630	Capstone (in lieu of EDU 678 & EDU 679)	
<b>Concentration Requirements</b>		
EDU 571	Fundamentals of Autism Spectrum Disorder	3
EDU 572	Assistive Technology and Augmentative Communication in Inclusive Settings	3
EDU 573	Preparing Students and Families for Transitions and Careers	3
EDU 574	Collaborating with Families and School Personnel for Inclusion	3
EDU 675	Assessment and the Identification Process	3
EDU 676	Behavioral Interventions	3

EDU 677	Advanced Methods, Differentiation, and Instruction	3
Approved graduate-level elective course(s)		3
Total Credit Hours		33

## Graduation Requirements

1. Filing an approved Application for Graduation.
2. Satisfactory completion of all required coursework as listed on the approved Program of Study.
3. Earn a minimum overall GPA of 3.0, with no more than 6 credit hours of C in all required coursework.
4. Official approval of required Master Educator Experience (or capstone).

# Autism Spectrum Disorders (ASD)

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[www.missouriwestern.edu/masa/asd-option](http://www.missouriwestern.edu/masa/asd-option) (<https://www.missouriwestern.edu/masa/asd-option>)

The Autism Spectrum Disorders (ASD) program options are designed to meet needs of the following professionals:

- Current and future educators, from both general education and special education, who want to effectively teach learners who experience an autism spectrum disorder in diverse, inclusive, PreK-12 classrooms
- Speech/language pathologists and school psychologists who desire additional information to assist them to more effectively serve learners with autism spectrum disorders
- School administrators, who are interested in improving special education services in their school or district
- Current or future educational policy makers, who wish to enhance their understanding of the unique needs of learners who experience autism spectrum disorders and the most up-to-date research in the field of autism

The need for effective educators knowledgeable of strategies for teaching learners who experience autism spectrum disorders (ASD) becomes more critical every year, as the number of children and young adults diagnosed with ASD is increasing. In addition to learning how to advocate for effective and responsive education for learners who experience autism spectrum disorders, graduate students should gain the following from coursework in the ASD programs:

- A deep understanding of fundamental issues associated with autism spectrum disorders
- Specific skills associated with the assessment and identification of learners with autism spectrum disorders
- Knowledge of programming strategies needed to successfully teach learners who experience autism spectrum disorders
- Opportunities to learn the effective implementation of behavioral intervention and instructional strategies with learners who experience autism spectrum disorders
- Enhanced general knowledge of diverse, inclusive classroom settings
- Training in analytical and critical thinking methods
- Support for a capstone experience (thesis or internship), which requires the application of content information gained from participation in the M.A.S. program

The Gainful Employment Disclosure for the Autism Spectrum Disorders Certificate may be found online at [www.missouriwestern.edu/finaid/gainful-employment-disclosures](http://www.missouriwestern.edu/finaid/gainful-employment-disclosures) (<http://www.missouriwestern.edu/finaid/gainful-employment-disclosures>).

## Admission

### Admission Requirements

Admission to either of the graduate programs in ASD requires meeting all qualifications for acceptance to the Missouri Western State University Graduate School.

- Submission of application for admission to the MWSU Graduate School.
- Completion of an undergraduate degree in education, or a closely related discipline, from an accredited undergraduate institution.
- Minimum undergraduate GPA of 2.75.
- The GRE is not required.

## Programs

- Autism Spectrum Disorders (ASD) (Graduate Certificate) (p. 32)
- Assessment, Autism Spectrum Disorders (ASD) (Masters of Applied Science, M.A.S.) (p. 32)

## Autism Spectrum Disorders (ASD) (Graduate Certificate)

### Requirements

Code	Title	Credit Hours
<b>Certificate Requirements</b>		
EDU 571	Fundamentals of Autism Spectrum Disorder	3
EDU 651	Assessment and Planning for the Student with Autism Spectrum Disorders	3
EDU 652	Classroom Programming for Students with Autism Spectrum Disorders	3
EDU 653	Behavioral Interventions for Students with Autism Spectrum Disorders	3
EDU 654	Teaching Communication and Social Skills for Students with Autism Spectrum Disorders	3
EDU 655	Intensive Early Intervention for Students with Autism Spectrum Disorder	3
Total Credit Hours		18

### Graduation Requirements

1. Filing an approved Application for Graduation.
2. Satisfactory completion of all required coursework as listed on the approved Program of Study.
3. Earn a minimum overall GPA of 3.0, with no more than 6 credit hours of C in all required coursework.

The Gainful Employment Disclosure for this program may be found here (<https://forms.missouriwestern.edu/finaid/gedt/13.1013-ASDGedt.html>).

## Assessment, Autism Spectrum Disorders (ASD) (Masters of Applied Science, M.A.S.)

### Requirements

Code	Title	Credit Hours
<b>Professional Core</b>		
EDU 611	Research Development and Literature Analysis	3



EDU 678 & EDU 679	Master Educator Experience I & II	6
OR		
EDU 630	Capstone (in lieu of EDU 678 & EDU 679)	
<b>Concentration Requirements</b>		
EDU 571	Fundamentals of Autism Spectrum Disorder	3
EDU 651	Assessment and Planning for the Student with Autism Spectrum Disorders	3
EDU 652	Classroom Programming for Students with Autism Spectrum Disorders	3
EDU 653	Behavioral Interventions for Students with Autism Spectrum Disorders	3
EDU 654	Teaching Communication and Social Skills for Students with Autism Spectrum Disorders	3
EDU 655	Intensive Early Intervention for Students with Autism Spectrum Disorder	3
EDU 630	Capstone	3
Total Credit Hours		30

## Graduation Requirements

1. Filing an approved Application for Graduation.
2. Satisfactory completion of all required coursework as listed on the approved Program of Study.
3. Earn a minimum overall GPA of 3.0, with no more than 6 credit hours of C in all required coursework.
4. Official approval of required Master Educator Experience (or capstone).

# Business Administration (Master of Business Administration)

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(816) 271-5918

The MWSU Master of Business Administration program is a professional degree program that offers students, of all educational and professional backgrounds, a broad business education to help launch or advance their professional careers. The program focuses on applied education to enhance a student's analytical and decision making abilities. The MBA program includes classes covering several business disciplines such as accounting, finance, marketing, and management. By offering late afternoon and evening classes, the program is designed to accommodate working professionals seeking to advance their careers as well as recent graduates eager to advance into graduate studies.

The AACSB accredited MBA program offers several concentrations. The first is a general business concentration, which allows students to focus on graduate work in business or the student's particular professional discipline. Next, the forensic accounting concentration is designed for students wanting to work in either forensic fields of study or accounting students wanting to qualify for the CPA examinations. Also, the MBA program offers a concentration in enterprise resource planning (ERP) for students wanting a deeper understanding of business processes and ability to apply that knowledge to any ERP environment. Finally, the MBA program offers a concentration in animal and life sciences, which allows students to pursue advanced training in biology and chemistry, while simultaneously developing their business and communication skills.

The online option is an accelerated General Business concentration allowing students to complete the program in one year. Courses are delivered online in an eight week format.

## Admission

### Admission Requirements

- Submission of application for admission to the MWSU Graduate School.
- Bachelor's degree in Business with an overall GPA of 3.0 or higher
- Bachelor's degree in Business with an overall GPA of 2.75 or higher and a GPA of 3.0 or higher in the last 60 hours.
- Minimum 24 hour minor in business with a minimum GPA 3.0 in the business minor courses AND an overall GPA of 2.75 or higher.
- GMAT exam (or equivalent) of score 450 or higher AND non Business Bachelor's Degree with either an overall GPA of 3.0 or higher or (an overall GPA of 2.75 or higher and a GPA of 3.0 or higher in the last 60 hours).
- Successfully complete MWSU competency exams AND non Business Bachelor's Degree with either an overall GPA of 3.0 or higher or (an overall GPA of 2.75 or higher and a GPA of 3.0 or higher in the last 60 hours).
- Students applying for the Life and Animal Science concentration must also meet the admission criteria for the ILS program.

All students must meet course prerequisites. Students with an undergraduate degree other than Business will meet with an advisor

to determine if prerequisites or competency exams are required in addition to the 30 hours necessary to complete the degree.

## Requirements

Code	Title	Credit Hours
<b>Professional Core</b>		
ACC 633	Foundations of Finance and Accounting	3
GBA 633	Managerial Communication	3
MKT 633	Applied Strategic Marketing	3
MGT 633	Contemporary Issues in Management	3
MIM 633	Business Intelligence and Analytics	3
MIM 643	Supply Chain and Customer Relationship Management	3
MGT 695	Applied Strategic Management	3

### Concentration

Select one of the following concentrations:

Enterprise Resource Planning

Forensic Accounting

General Business <sup>1</sup>

Life and Animal Science

<sup>1</sup> Onsite and online delivery options are available with this concentration.

### Concentration Requirements:

Enterprise Resource Planning (p. 34)

Forensic Accounting (p. 34)

General Business (p. 35)

Life and Animal Science (p. 35)

## Enterprise Resource Planning Concentration

Code	Title	Credit Hours
<b>Concentration Requirements</b>		
MIM 613	ERP Fundamentals	3
MIM 623	ERP Configuration	3
Three credit hours from the following electives		3
MIM 673	EA Technology	
MIM 683	Strategic Information Systems	
MIM 693	SAP TERP 10 Certification	
<b>Total Credit Hours</b>		<b>9</b>

## Forensic Accounting Concentration

Code	Title	Credit Hours
<b>Concentration Requirements</b>		
ACC 613	Forensic Accounting	3
Six credit hours from the following electives		6
ACC 623	Auditing for Fraud	
ACC 643	Advanced Accounting	
ACC 653	Business Taxation	
LAW 600	Criminal Law, Evidence and Legal Procedures	
LAW 640	Computer Forensics	

**Total Credit Hours** 9

## General Business Concentration

Code	Title	Credit Hours
<b>Concentration Requirements</b>		
	Select nine credit hours chosen in consultation with the MBA advisor (with a maximum of three credit hours at the 500 level)	9
<b>Total Credit Hours</b>		9

The General Business concentration is offered onsite as well as online. The online option is a one year accelerated program.

## Life and Animal Science Concentration

Code	Title	Credit Hours
<b>Concentration Requirements</b>		
	Nine credit hours of CHE, ILS, or BIO courses chosen in consultation with an advisor	9
<b>Total credit hours</b>		9

## Graduation Requirements

1. Filing an approved Application for Graduation.
2. Satisfactory completion of all required coursework as listed on the approved Program of Study.
3. Earn a minimum overall GPA of 3.0, with no more than 6 credit hours of C in all required coursework.
4. Official approval of required Master Educator Experience (or capstone).

## Digital Media

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(816) 271-4446

[www.missouriwestern.edu/digitalmedia](https://www.missouriwestern.edu/digitalmedia) (https://  
[www.missouriwestern.edu/digitalmedia](https://www.missouriwestern.edu/digitalmedia))

The Master of Applied Arts in Digital Media curriculum covers the full range of issues and skills to prepare graduates for the 21st century digital workplace. Students learn to think creatively and effectively meet the challenges facing businesses, media, and digital artists today. They acquire team-based and hands-on experience that is highly valued in the professional marketplace. This interdisciplinary approach gives graduates the knowledge and confidence required to merge with and thrive in the new media landscape. Both students and faculty come from a wide range of fields, including graphic design, journalism, animation, music, and cinema.

The Digital Media graduate certificate can be especially beneficial for high school teachers, journalists, and graphic design or music or video professionals who want to expand their skill set but do not have the time to complete the full degree. The certificate is designed with flexibility in mind, allowing students to take only those courses that fit their needs and schedule.

The Gainful Employment Disclosure for the Digital Media Certificate may be found here (<https://forms.missouriwestern.edu/finaid/gedt/09.0702-DMGedt.html>).

## Admission

### Admission Requirements

- Submission of application for admission to the MWSU Graduate School.
- Minimum undergraduate GPA of 2.75.
- Statement of purpose essay outlining goals and how this program fits into those goals. Email this to the program director.
- Three letters of recommendation, preferably at least one from an academic source, also sent directly to the program director.
- A resume/C.V. detailing skills, education and work experience, sent to the program director.
- A portfolio, preferably put on the WWW, that demonstrates both technical skill and creativity in one or more areas of digital media.

The Digital Media faculty will evaluate the student's transcripts and all of these other materials in deciding upon admission.

## Programs

- Digital Media (Graduate Certificate) (p. 36)
- Digital Media (Master of Applied Arts, M.A.A.) (p. 36)

## Digital Media (Graduate Certificate)

### Requirements

Code	Title	Credit Hours
ADM 500	Digital Media Orientation <sup>1</sup>	1
Select fifteen credit hours of the following: <sup>2</sup>		15

ADM 505	Convergent Media Theory and Practice
ADM 510	Research and Development
ADM 520	Professional Writing for Media
ADM 525	Project Management
ADM 610	Media Expression
or ADM 630	Convergent Media Law and Ethics
ADM 615	Digital Compositing
ADM 625	Digital Media Internship <sup>3</sup>
or ADM 635	Collaboratory
ADM 640	Interactive Design
ADM 645	Digital Cinema
ADM 650	Digital Production
ADM 665	Digital Audio Production

Total Credit Hours 16

<sup>1</sup> To be taken in the first semester

<sup>2</sup> Eight credit hours must be 600-level.

<sup>3</sup> While master's students currently repeat the Collaboratory course twice, certificate students may not have more than three Collaboratory/Internship credits apply toward their certificate (they cannot repeat Collaboratory or take a Collaboratory and an Internship). Both the Collaboratory and Internship courses require students to complete nine hours in the program before enrollment.

## Graduation Requirements

1. Filing of an approved Application for Graduation.
2. Satisfactory completion of all required coursework as listed on the approved Program of Study.
3. Earn a minimum overall GPA of 3.0, with no more than 6 credit hours of C in all required coursework.
4. At least half of the 16 credit hours must be 600-level.

The Gainful Employment Disclosure for this program may be found here (<https://forms.missouriwestern.edu/finaid/gedt/09.0702-DMGedt.html>).

## Digital Media (Master of Applied Arts, M.A.A.)

### Requirements

Code	Title	Credit Hours
<b>Required Courses</b>		
ADM 500	Digital Media Orientation	1
ADM 505	Convergent Media Theory and Practice	3
ADM 510	Research and Development	2
ADM 520	Professional Writing for Media	3
ADM 525	Project Management	2
ADM 610	Media Expression	2
or ADM 630	Convergent Media Law and Ethics	
ADM 615	Digital Compositing	3
ADM 635	Collaboratory	3
ADM 635	Collaboratory (repeat for credit)	3
or ADM 625	Digital Media Internship	
ADM 640	Interactive Design	3
ADM 645	Digital Cinema	3

ADM 650	Digital Production	3
ADM 665	Digital Audio Production	2
ADM 690	Final Project	5
Total Credit Hours		38

## Graduation Requirements

1. Filing an approved Application for Graduation.
2. Satisfactory completion of all required coursework as listed on the approved Program of Study.
3. Earn a minimum overall GPA of 3.0, with no more than 6 credit hours of C in all required coursework.
4. Official approval of required Master Educator Experience (or capstone).

## Forensic Investigation

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 (816) 271-4434

[www.missouriwestern.edu/cj-ls-swk/forensic-investigation](http://www.missouriwestern.edu/cj-ls-swk/forensic-investigation) (https://  
[www.missouriwestern.edu/cj-ls-swk/forensic-investigation](http://www.missouriwestern.edu/cj-ls-swk/forensic-investigation))

The Master of Applied Science Forensic Investigations degree is designed to expose the student to broad based forensic investigations, to provide advanced training in crime scene investigation, evidence evaluation, collection and documentation, case management, data analysis, critical thinking, and professional writing. Students are challenged in an academic setting as well as practical application of skills required to process crime scenes, collect evidence, and analyze various types of evidence to understand the sequence of events at a crime scene.

The Master of Applied Science Forensic Investigations program will prepare the student for careers as crime scene investigators, crime laboratory personnel, police detectives, evidence technicians, and other fields related to forensic investigations. The Master of Applied Science Forensic Investigations program will also benefit those currently employed in law enforcement or forensic fields by improving their knowledge and skills necessary to perform their duties and prepare them for professional advancement.

The Graduate Certificate in Forensic Investigations is ideal for the student who has already earned a graduate degree in another discipline and seeks to increase or formalize their knowledge of forensic fields. The Certificate will also be of interest to persons already employed in a related field, but not requiring a degree.

The Gainful Employment Disclosure for the Forensic Investigations Certificate may be found here (<http://catalog.missouriwestern.edu/graduate/programs/forensic-investigation/%20https://forms.missouriwestern.edu/finaid/gedt/43.0106-FORGedt.html>).

## Admission

### Admission Requirements

- Submission of application for admission to the MWSU Graduate School.
- Completion of a B.A. or B.S. degree in any discipline from an accredited college or university.
- Minimum overall G.P.A. of 2.75.
- Completion of a 300 or 400 level undergraduate research course with a grade of C or higher as approved by the Program Director.
- Personal Statement describing how the Forensic Investigations degree will further their career goals.
- Two letters of reference; one from an academic source and another from an employer. References and Personal Statement should be submitted to the Forensic Investigation Program Director.
- Application reviewed and approved by the MAS Forensic Investigations Admissions Committee.

## Programs

- Forensic Investigation (Graduate Certificate) (p. 38)
- Forensic Investigation (Master of Applied Science, M.A.S.) (p. 39)

## Forensic Investigation (Graduate Certificate)

### Requirements

Code	Title	Credit Hours
<b>Certificate Requirements</b>		
LAW 500	Death Investigation	3
or LAW 640	Computer Forensics	
LAW 504	Crime Scene Investigation	3
LAW 600	Criminal Law, Evidence and Legal Procedures	3
LAW 615	Forensic Photography and Crime Scene Investigation	3
<b>Restricted Electives</b>		
Select six credit hours from the following courses		6
ACC 613	Forensic Accounting	
ACC 623	Auditing for Fraud	
LAW 510	Bloodstain Pattern Analysis in Violent Crimes	
LAW 525	Forensic Anthropology for Law Enforcement	
LAW 530	Human Remains: Search, Recovery, and Identification	
LAW 540	Forensic Entomology	
LAW 545	Forensic Interviewing	
LAW 550	Profiling and Behavioral Analysis	
LAW 560	Administration, Planning, and Ethics	
LAW 596-599	Special Topics	
LAW 610	Courtroom Testimony and Procedure	
LAW 620	Analysis of Biological Evidence	
LAW 630	Analysis of Physical Evidence	
LAW 635	Internet Commerce Fraud and Investigation	
LAW 650	Advanced Research Methods	
LAW 670	Graduate Internship	
LAW 680	Research and Publication	
LAW 696-699	Special Topics	
<b>Total Credit Hours</b>		<b>18</b>

### Graduation Requirements

1. Filing of an approved Application for Graduation.
2. Satisfactory completion of all required coursework as listed on the approved Program of Study.
3. Earn a minimum overall GPA of 3.0, with no more than 6 credit hours of C in all required coursework.
4. At least half of the 18 credit hours must be 600-level.

The Gainful Employment Disclosure for this program may be found here (<http://catalog.missouriwestern.edu/graduate/programs/forensic-investigation/forensic-investigation-certificate/%20https://forms.missouriwestern.edu/finaid/gedt/43.0106-FORGedt.html>).

# Forensic Investigation (Master of Applied Science, M.A.S.)

## Requirements

Code	Title	Credit Hours
<b>Core Requirements</b>		
LAW 500	Death Investigation	3
LAW 504	Crime Scene Investigation	3
LAW 560	Administration, Planning, and Ethics	3
LAW 600	Criminal Law, Evidence and Legal Procedures	3
LAW 610	Courtroom Testimony and Procedure	3
LAW 615	Forensic Photography and Crime Scene Investigation	3
LAW 640	Computer Forensics	3
LAW 695	Forensic Capstone	2
<b>Restricted Electives</b>		
Choose 9 credit hours from the following courses, at least 3 credits must be 600 level		9
ACC 613	Forensic Accounting	
ACC 623	Auditing for Fraud	
LAW 510	Bloodstain Pattern Analysis in Violent Crimes	
LAW 525	Forensic Anthropology for Law Enforcement	
LAW 530	Human Remains: Search, Recovery, and Identification	
LAW 540	Forensic Entomology	
LAW 545	Forensic Interviewing	
LAW 550	Profiling and Behavioral Analysis	
LAW 596-599	Special Topics	
LAW 620	Analysis of Biological Evidence	
LAW 630	Analysis of Physical Evidence	
LAW 650	Advanced Research Methods	
LAW 670	Graduate Internship	
LAW 680	Research and Publication	
LAW 696-699	Special Topics	
Total Credit Hours		32

## Graduation Requirements

1. Filing of an approved Application for Graduation.
2. Satisfactory completion of all required coursework as listed on the approved Program of Study.
3. Earn a minimum overall GPA of 3.0, with no more than 6 credit hours of C in all required coursework.
4. Completion of at least 32 credit hours of the program of study.
5. 17 of the 32 total credit hours must be taken at the 600 level.

# Information Management, Enterprise Resource Planning (Master of Information Management, M.I.M.)

Dr. Mike Lane, Dean, Craig School of Business

mim@missouriwestern.edu

(816) 271-4338

www.missouriwestern.edu/mim (<https://www.missouriwestern.edu/mim>)

This Master of Information Management degree with an Enterprise Resource Planning (ERP) concentration prepares graduates to work in an ERP environment in the business world. The software utilized in the program is SAP. This is the number one software used by companies around the globe including most Fortune 500 companies as well as local and regional companies. Implementing ERP applications is not a technical exercise but is a strategic business initiative. It requires involvement of all areas in a business; those that are leading the initiative work with all areas in a business. Graduates of the program will have a deep understanding of business processes and will be able to apply that knowledge to any ERP environment. Students have the opportunity to take a course that includes a SAP certification exam. The MIM program is classified as a STEM program.

## Admission

### Admission Requirements

- Submission of application for admission to the MWSU Graduate School.
- Once admitted to the MWSU Graduate School, prospective students must meet one of the 4 requirements below. If none of these requirements are met, a minimum GMAT (or GRE equivalent) score of 450 is required to request conditional admission:
  - a. Undergraduate Degree in Business from an AACSB accredited school with a minimum overall GPA of 3.0 (or an overall GPA of 2.75 or higher and a GPA of 3.0 or higher in the last 60 hours.) OR
  - b. Non-business undergraduate degree in a technical field such as Computer Science, Engineering, Computer Information Systems or related field with a minimum overall GPA of 3.0 (or an overall GPA of 2.75 or higher and a GPA of 3.0 or higher in the last 60 hours.) OR
  - c. Undergraduate degree in any field with a minimum overall GPA of 2.75 or higher and at least 3 years of relevant work experience (a one paragraph description of relevant work experience is required) OR
  - d. Undergraduate degree in any field with a minimum overall GPA of 2.75 or higher and GMAT Test– Minimum 450 (or GRE equivalent).

## Requirements

Code	Title	Credit Hours
<b>Required Courses</b>		
MIM 603	SDLC Analysis and Design	3
MIM 613	ERP Fundamentals	3
MIM 623	ERP Configuration	3
MIM 633	Business Intelligence and Analytics	3
MIM 643	Supply Chain and Customer Relationship Management	3

MIM 653	Systems Project Management	3
<b>Elective Courses</b>		
Select twelve credit hours from the following: <sup>1</sup>		12
MIM 502	Business Process Integration	
MIM 663	e-Commerce and Mobile Platforms	
MIM 673	EA Technology	
MIM 683	Strategic Information Systems	
MIM 692	Special Topics in ERP	
MIM 693	SAP TERP 10 Certification	
Total Credit Hours		30

<sup>1</sup> Six of the twelve credit hours may be taken from a related technical field selected in consultation with the advisor.

## Graduation Requirements

1. Filing an approved Application for Graduation.
2. Satisfactory completion of all required coursework as listed on the approved Program of Study.
3. Earn a minimum overall GPA of 3.0, with no more than 6 credit hours of C in all required coursework.



# Information Technology Assurance Administration (Master of Science, M.S.)

Dr. Yipkei Kwok, Program Director  
 itaa (itaa@missouriwestern.edu)@missouriwestern.edu  
 (byan@missouriwestern.edu)  
 (816) 271-4288  
[www.missouriwestern.edu/itaa](https://www.missouriwestern.edu/itaa) (<https://www.missouriwestern.edu/itaa>)

The Master of Science in Information Technology Assurance Administration (ITAA) program provides a broad technical understanding of current and evolving technologies in Information Assurance with an emphasis on applying concepts to business fundamental needs. The information assurance specification provides a thorough knowledge base for managers and technology professionals concerned with the design, development, implementation, operation, and management of secure information systems and with the protection of an organization's information assets. The specialization provides students with a practical understanding of the principles of data protection, network administration and security, cryptography, etc. The specialization also introduces students to the ethical, legal, and policy issues associated with information security. Laboratory exercises are included in courses to enhance the learning experience.

## Admission Admission Requirements

- Submission of application for admission to the MWSU Graduate School.
- Completion of an undergraduate degree in computer science, computer information system, engineering or a closely related discipline from an accredited undergraduate institution.
- Minimum undergraduate GPA of 3.0.
- Application reviewed and approved by the ITAA Graduate Admissions Committee.

## Requirements

Code	Title	Credit Hours
<b>Program Requirements</b>		
CSC 520	Advance Networking and Network Administration	3
CSC 550	Applied Cryptography	3
CSC 570	Ethical Hacking	3
CSC 580	Cloud Computing Security	3
CSC 590	Information Technology Project Management	3
CSC 615	Routing and Switching	3
CSC 625	Network Information Systems Security	3
CSC 630	Database Management and Security	3
CSC 635	Software and Computer Security	3
CSC 650	Information Assurance	3
MAT 609	Technical Analysis for Decision Making	3
Total Credit Hours		33

## Graduation Requirements

1. Filing of an approved Application for Graduation.
2. Satisfactory completion of all required coursework as listed on the approved Program of Study.
3. Earn a minimum overall GPA of 3.0, with no more than 6 credit hours of C in all required coursework.
4. Acquire an industrial certificate. (Appropriate certificates are determined by the ITAA faculty)

## Nursing

Dr. Jacklyn Gentry, Program Director  
jgentry8@missouriwestern.edu  
(816) 271-4415

[www.missouriwestern.edu/nursing/msn](http://www.missouriwestern.edu/nursing/msn) (<https://www.missouriwestern.edu/nursing/msn>)

The Master of Science in Nursing program is comprised of two tracks (Health Care Leadership and Nurse Educator). Each track requires completion of 32 credit hours, 20 of these hours are Core shared courses between the two tracks.

Additionally, a graduate Nurse Educator Certificate is available. This option requires completion of 15 credit hours and is designed to serve those individuals who do not want to complete the full MSN program, but desire to build knowledge and skills specific to the academic or professional staff development educator role.

Graduates will demonstrate leadership abilities in:

- Promoting professional practice
- Creating effective work environments
- Applying health informatics for informed decision-making
- Leading and developing teams
- Managing resources effectively
- Embracing organizational complexity and change
- Fostering evidenced-based practice
- Influencing healthcare policy

The Gainful Employment Disclosure for the Nurse Educator Certificate may be found here (<https://forms.missouriwestern.edu/finaid/gedt/51.3802-NEGedt.html>).

## Admission

### Admission Requirements

- Submission of application for admission to the MWSU Graduate School.
- Minimum undergraduate GPA of 2.75 and nursing GPA 3.0 or higher.
- B.S.N. from a CCNE or NLNAC accredited college or university.
- Evidence of current, unencumbered RN license .
- Completion of undergraduate statistics and research methods courses with a minimum of 'B' in each.
- Completed MSN program application form and curriculum vitae/ resume.
- A supporting statement of interest discussing career goals and interest in the MSN Health Care Leadership or Nurse Educator track; or the Nurse Educator Certificate.
- Three (3) professional references; sent directly to the MSN Program Director on your behalf.
- Criminal background checks may be required. An applicant who has been found guilty of a Class A or B Felony will not be admitted.

## Programs

- Nurse Educator (Graduate Certificate) (p. 42)
- Nursing (Master of Science in Nursing, M.S.N.) (p. 42)

## Nurse Educator (Graduate Certificate)

### Requirements

Code	Title	Credit Hours
<b>Certificate Requirements</b>		
NUR 504	Professional Role Development for Nursing Leaders	3
NUR 608	Curriculum and Program Development	3
NUR 610	Instructional and Evaluation Strategies	3
Select six credit hours from the following:		6
NUR 501	Foundations for Nursing Leadership	
NUR 502	Advanced Health Assessment and Health Promotion	
NUR 503	Advanced Pathopharmacology	
NUR 507	Statistics for Decision Support	
NUR 606	Informatics for Decision Support	
NUR 616	Research for Evidence-Based Nursing Leadership	
Total Credit Hours		15

### Graduation Requirements

1. Filing an approved Application for Graduation.
2. Satisfactory completion of all required coursework as listed on the approved Program of Study.
3. Earn a minimum overall GPA of 3.0, with no more than 6 credit hours of C in all required coursework.

The Gainful Employment Disclosure for this program may be found here (<https://forms.missouriwestern.edu/finaid/gedt/51.3802-NEGedt.html>).

## Nursing (Master of Science in Nursing, M.S.N.)

### Requirements

Code	Title	Credit Hours
<b>Required Courses</b>		
NUR 501	Foundations for Nursing Leadership	3
NUR 504	Professional Role Development for Nursing Leaders	3
NUR 505	Nursing Seminar I	1
NUR 507	Statistics for Decision Support	3
NUR 606	Informatics for Decision Support	3
NUR 616	Research for Evidence-Based Nursing Leadership	3
NUR 624	Nursing Seminar II	1
NUR 650	Nurse Leader Internship	3
<b>Nursing Track</b>		
Select one of the following:		12
Nurse Educator Track		
Health Care Leadership Track		
Total Credit Hours		32

## Nurse Educator Track

Code	Title	Credit Hours
<b>Track Requirements</b>		
NUR 502	Advanced Health Assessment and Health Promotion	3
NUR 503	Advanced Pathopharmacology	3
NUR 608	Curriculum and Program Development	3
NUR 610	Instructional and Evaluation Strategies	3
Total Credit Hours		12

## Health Care Leadership Track

Code	Title	Credit Hours
<b>Track Requirements</b>		
MGT 604	Organizational Behavior Management	3
NUR 506	Health Care Policy, Organization, and Financing	3
NUR 607	Leadership in Financial Management	3
NUR 618	Health Promotion and Disease Prevention in Diverse Populations	3
Total Credit Hours		12

## Graduation Requirements

1. Filing an approved Application for Graduation.
2. Satisfactory completion of all required coursework as listed on the approved Program of Study.
3. Earn a minimum overall GPA of 3.0, with no more than 6 credit hours of C in all required coursework.
4. Official approval of required Master Educator Experience (or capstone).

# Professional Skills (Graduate Certificate)

Dr. Ben Caldwell, Program Director  
caldwell@missouriwestern.edu  
(816) 271-4394

[www.missouriwestern.edu/graduate/profskills](http://www.missouriwestern.edu/graduate/profskills) (<https://www.missouriwestern.edu/graduate/profskills>)

The Graduate Certificate in Professional Skills is designed to allow students to pursue and develop workplace skills that are highly valued by employers. Graduates will gain an understanding of business fundamentals, economics, project management, and skills-oriented training in communications, statistical analysis, and team work. The program's professional components are designed to dovetail into present and future career opportunities that will help you gain an advantage in today's increasingly competitive job market.

The Graduate Certificate in Professional Skills is designed for working professionals who are seeking to advance their careers where a full MBA is not desired or required. This program is particularly valuable to recent graduates looking to gain a competitive edge in the professional job market, and anyone re-entering the workforce who is looking to refine professional and technical skills.

The Gainful Employment Disclosure for this program may be found here (<https://forms.missouriwestern.edu/finaid/gedt/52.0101-PSGedt.html>). (<https://www.missouriwestern.edu/finaid/gainful-employment-disclosures>)

## Admission

### Admission Requirements

- Submission of application for admission to the MWSU Graduate School.
- Completion of an undergraduate degree from an accredited undergraduate institution.
- Minimum undergraduate GPA of 2.75.

## Requirements

Code	Title	Credit Hours
<b>Certificate Requirements</b>		
MGT 604	Organizational Behavior Management	3
MAS 695	Graduate Colloquium	3
Communication Skills - Select 2 courses from the following (6 credits)		6
COM 601	Professional and Organizational Communications	
ENG 540	Writing for Management and Supervision	
ENG 685	Multilingual Graduate Writing	
ETC 600	Technical Communications Theory and Practice	
EPR 620	Proposal and Grant Writing	
Professional Skills - Select 2 courses from the following (6 credits)		6
PHL 535	Foundations of Professional Ethics	
ECO 607	Managerial Economics	

MAT 609 Technical Analysis for Decision Making

MKT 605 Strategic Marketing

Total Credit Hours

18

## Graduation Requirements

1. Filing an approved Application for Graduation.
2. Satisfactory completion of all required coursework as listed on the approved Program of Study.
3. Earn a minimum overall GPA of 3.0, with no more than 6 credit hours of C in all required coursework.

The Gainful Employment Disclosure for this program may be found online at [www.missouriwestern.edu/finaid/gainful-employment-disclosures](http://www.missouriwestern.edu/finaid/gainful-employment-disclosures) (<http://www.google.com/url?q=http%3A%2F%2Fwww.missouriwestern.edu%2Ffinaid%2Fgainful-employment-disclosures%2F&sa=D&sntz=1&usq=AFQjCNGAzsAUhwFHphvYkWYxnTZCCDrEww>). (<https://www.missouriwestern.edu/finaid/gainful-employment-disclosures>)

## Teaching English to Speakers of Other Languages (TESOL)

Dr. Susan M. Bashinski, Program Director  
sbashinski@missouriwestern.edu  
(816) 271-5629

[www.missouriwestern.edu/masa/tesol-option](https://www.missouriwestern.edu/masa/tesol-option) (https://  
[www.missouriwestern.edu/masa/tesol-option](https://www.missouriwestern.edu/masa/tesol-option))

The Teaching English to Speakers of Other Languages (TESOL) program options are designed to meet needs of the following professionals:

- Current and future educators, who want to effectively teach English in a wide variety of settings, including: PreK-12 diverse classrooms, adult language programs, businesses, community colleges, and international schools
- Speech/language pathologists and school psychologists, who desire additional information to assist them to better distinguish language differences from language delay and language impairment
- School administrators, who are interested in creating or improving English as a Second Language programs in their school or district
- Current or future educational policy makers, who wish to enhance their understanding of the unique needs of the English language learner and the most up-to-date research in second language acquisition

The need for knowledgeable and effective teachers of English to speakers of other languages (TESOL) is growing, both nationally and internationally. In addition to learning how to advocate for effective and responsive education for English language learners from diverse communities, graduate students should gain the following from coursework in the TESOL programs:

- A deep understanding of the challenges faced by English language learners
- Specific skills and knowledge needed to successfully teach English language learners
- Experience teaching and interacting with linguistically and culturally diverse communities
- Training in analytical and critical thinking methods
- Professional licensure (for the State of Missouri *and* reciprocal licensure states) in TESOL education (*optional*)

Four programs in Teaching English to Speakers of Other Languages programs are offered at the graduate level:

1. Master's degree in TESOL
2. Master's degree in TESOL, with State of Missouri licensure to teach in K-12 public schools
3. Graduate certificate in TESOL
4. Graduate certificate in TESOL, with State of Missouri licensure to teach in K-12 public schools

The Gainful Employment Disclosure for the TESOL Certificate may be found here (<http://catalog.missouriwestern.edu/graduate/programs/teaching-english-speakers-other-languages-tesol/%20https://forms.missouriwestern.edu/finaid/gedt/13.1401-TESOLGedt.html>).

## Admission Admission Requirements

Admission to any of the graduate programs in TESOL requires meeting all qualifications for acceptance to the Missouri Western State University Graduate School.

- Submission of application for admission to the MWSU Graduate School.
- Completion of an undergraduate degree in education, or a closely related discipline, from an accredited undergraduate institution.
- Minimum undergraduate GPA of 2.75.
- Statement of Purpose: A one-page narrative, which describes his/her purpose for seeking admission to a graduate program, as well as what he/she hopes to gain from the experience.
- The GRE is not required.

## Programs

- Teaching English to Speakers of Other Languages (TESOL) (Graduate Certificate) (p. 45)
- Assessment, Teaching English to Speakers of Other Languages (TESOL) (Master of Applied Science, M.A.S.) (p. 46)

## Teaching English to Speakers of Other Languages (TESOL) (Graduate Certificate)

### Requirements

**For Students Seeking the Graduate Certificate Only, but *not* State of Missouri Licensure**

Code	Title	Credit Hours
<b>Certificate Requirements</b>		
TSL 559	Policy, Curriculum and Instruction for ELLs	3
TSL 560	Methods of Teaching ELLs	3
TSL 561	Second Language Acquisition	3
TSL 562	Materials and Assessments for ELLs	3
TSL 632	Introduction to Linguistics	3
TSL 664	Language and Culture	3
Total Credit Hours		18

### Graduation Requirements

1. Filing an approved Application for Graduation.
2. Satisfactory completion of all required coursework as listed on the approved Program of Study.
3. Earn a minimum overall GPA of 3.0, with no more than 6 credit hours of C in all required coursework.

**For Students Seeking the Graduate Certificate *and* State of Missouri Licensure**

Code	Title	Credit Hours
<b>Certificate Requirements</b>		
TSL 559	Policy, Curriculum and Instruction for ELLs	3

TSL 560	Methods of Teaching ELLs	3
TSL 561	Second Language Acquisition	3
TSL 562	Materials and Assessments for ELLs	3
TSL 632	Introduction to Linguistics	3
TSL 664	Language and Culture	3
TSL 665	Practicum in ELL: Elementary <sup>1</sup>	2
TSL 667	Practicum in ELL: Secondary <sup>1</sup>	2
Total Credit Hours		22

<sup>1</sup> TSL 665 Practicum in ELL: Elementary and TSL 667 Practicum in ELL: Secondary require prerequisites of EDU 311 Secondary Reading Techniques, EDU 315 Psychology and Education of the Exceptional Child and EDU 430 Teaching Students with Reading Deficits or EDU 521 Teaching Students with Reading Deficits.

## Graduation Requirements

1. Filing an approved Application for Graduation.
2. Satisfactory completion of all required coursework as listed on the approved Program of Study.
3. Earn a minimum overall GPA of 3.0, with no more than 6 credit hours of C in all required coursework.

The Gainful Employment Disclosure for this program may be found here (<http://catalog.missouriwestern.edu/graduate/programs/teaching-english-speakers-other-languages-tesol/tesol-graduate-certificate/%20https://forms.missouriwestern.edu/finaid/gedt/13.1401-TESOLGedt.html>).

# Assessment, Teaching English to Speakers of Other Languages (TESOL) (Master of Applied Science, M.A.S.)

## Requirements

### For Students Seeking the Master's Degree Only, but *not* State of Missouri Licensure

A minimum of 33 credit hours is required.

Code	Title	Credit Hours
<b>Professional Core</b>		
EDU 611	Research Development and Literature Analysis	3
EDU 678 & EDU 679	Master Educator Experience I & Master Educator Experience II	6
OR		
EDU 630	Capstone (in lieu of EDU 678 & EDU 679)	
<b>Concentration Requirements</b>		
TSL 559	Policy, Curriculum and Instruction for ELLs	3
TSL 560	Methods of Teaching ELLs	3
TSL 561	Second Language Acquisition	3
TSL 562	Materials and Assessments for ELLs	3
TSL 632	Introduction to Linguistics	3

TSL 664	Language and Culture	3
Approved graduate-level elective course(s)		6
Total Credit Hours		33

## Graduation Requirements

1. Filing an approved Application for Graduation.
2. Satisfactory completion of all required coursework as listed on the approved Program of Study.
3. Earn a minimum overall GPA of 3.0, with no more than 6 credit hours of C in all required coursework.
4. Official approval of required Master Educator Experience (or capstone).

### For students Seeking the Master's Degree *and* State of Missouri Licensure

Code	Title	Credit Hours
<b>Professional Core</b>		
EDU 611	Research Development and Literature Analysis	3
EDU 678 & EDU 679	Master Educator Experience I and Master Educator Experience II	6
OR		
EDU 630	Capstone (in lieu of EDU 678 & EDU 679)	
<b>Concentration Requirements</b>		
TSL 559	Policy, Curriculum and Instruction for ELLs	3
TSL 560	Methods of Teaching ELLs	3
TSL 561	Second Language Acquisition	3
TSL 562	Materials and Assessments for ELLs	3
TSL 632	Introduction to Linguistics	3
TSL 664	Language and Culture	3
TSL 665	Practicum in ELL: Elementary <sup>1</sup>	2
TSL 667	Practicum in ELL: Secondary <sup>1</sup>	2
Approved graduate-level elective course		3
Total Credit Hours		34

<sup>1</sup> TSL 665 Practicum in ELL: Elementary and TSL 667 Practicum in ELL: Secondary require prerequisites of EDU 311 Secondary Reading Techniques, EDU 315 Psychology and Education of the Exceptional Child and EDU 430 Teaching Students with Reading Deficits or EDU 521 Teaching Students with Reading Deficits.

## Graduation Requirements

1. Filing an approved Application for Graduation.
2. Satisfactory completion of all required coursework as listed on the approved Program of Study.
3. Earn a minimum overall GPA of 3.0, with no more than 6 credit hours of C in all required coursework.
4. Official approval of required Master Educator Experience (or capstone).

## Writing

Dr. Michael Charlton, Program Director  
mcharlton@missouriwestern.edu  
(816) 271-4323

[www.missouriwestern.edu/eml/graduate-studies/masaw](http://www.missouriwestern.edu/eml/graduate-studies/masaw) (<https://www.missouriwestern.edu/eml/graduate-studies/masaw>)

The Master of Applied Science in Assessment with a Writing option is intended for new or experienced teachers interested in improving their skills at the teaching of writing. Key ideas include constructing writing assignments, integrating writing into the curriculum, applying exciting and innovative approaches to writing, assessing writing, and communicating the value and results of writing and writing assessment to students, parents, and administrators.

The MAS in Assessment with a Writing option uses core courses taught primarily by Education Department faculty. The core courses are offered online. Descriptions of these courses can be found on the Education Department's website (<http://www.missouriwestern.edu/masa>).

The MAS in the Assessment of Writing option also uses experienced writing teachers and researchers from the English and Modern Languages faculty. English faculty, including those involved in Missouri Western's National Writing Project, teach courses on topics such as composition theory and research and intensive institutes on curricular design.

The Graduate Certificate in the Teaching of Writing is primarily focused on current teachers who want greater practice and application with teaching writing in the K-12, community college, or college writing classroom. It is closely aligned with the English and Modern Languages department and with the Prairie Lands Writing Project, a member of the National Writing Project.

The Gainful Employment Disclosure for the Teaching of Writing Certificate may be found here (<https://forms.missouriwestern.edu/finaid/gedt/23.1304-TWGEDt.html>).

## Admission

### Admission Requirements (Master of Applied Science, M.A.S.)

- Submission of application for admission to the MWSU Graduate School.
- Bachelor's degree in Education or closely related field.
- Letter of intent that summarizes the skills, experiences, and competencies students can bring to the program.
- Curriculum Vitae or resume.
- Portfolio, 10 to 15 pages total length, that includes two or three writing samples.
- Undergraduate G.P.A. of at least 2.75, as indicated on undergraduate transcript submitted to the Graduate School.
- Three letters of reference from professors, supervisors, or other suitably qualified personnel.
- Application reviewed and approved by the English and Modern Languages Graduate Committee.

## Admission Requirements (Graduate Certificate)

- Submission of application for admission to the MWSU Graduate School.
- Letter of intent.
- Writing samples.
- Professional resumé.
- Appropriate documentation from Summer Institute.
- Application reviewed and approved by Prairie Lands Writing Project director.

## Programs

- Teaching of Writing (Graduate Certificate) (p. 47)
- Assessment, Writing (Master of Applied Science, M.A.S.) (p. 48)

## Teaching of Writing (Graduate Certificate)

### Requirements

Code	Title	Credit Hours
<b>Certificate Requirements</b>		
EDU 512	Teaching Writing with Technology	3
or ENG 512	Teaching Writing with Technology	
EDU 610	Prairie Lands Writing Project Invitational Institute	6
or ENG 610	Prairie Lands Writing Project Invitational Institute	
EDU 612	Seminar in Professional Writing for Teachers	3
or ENG 612	Seminar in Professional Writing for Teachers	
<b>Elective</b>		
Select six credit hours from the following:		6
EDU 501	Topics in Teaching Writing	
or ENG 501	Topics in Teaching Writing	
EDU 502	Professional Learning Community	
or ENG 502	Professional Learning Community	
EDU 570	Seeking Support for Assessment: Funds, Partners, and Disseminating Results	
ENG 500	Literature for Adolescents	
ENG 503	Literature for Children	
ENG 567	Grammar and the Teaching of Grammar	
ENG 573	History of the English Language	
ENG 664	Composition Theory and Pedagogy	
<b>Total Credit Hours</b>		<b>18</b>

## Graduation Requirements

1. Filing an approved Application for Graduation.
2. Satisfactory completion of all required coursework as listed on the approved Program of Study.
3. Earn a minimum overall GPA of 3.0, with no more than 6 credit hours of C in all required coursework.

The Gainful Employment Disclosure for this program may be found here (<https://forms.missouriwestern.edu/finaid/gedt/23.1304-TWGEDt.html>).

## Assessment, Writing (Master of Applied Science, M.A.S.)

### Requirements

Code	Title	Credit Hours
<b>Professional Core</b>		
EDU 611	Research Development and Literature Analysis	3
EDU 678 & EDU 679	Master Educator Experience I & II <sup>1</sup>	6
OR		
EDU 630	Capstone (in lieu of EDU 678 & EDU 679)	
<b>Concentration Requirements</b>		
EDU 512 or ENG 512	Teaching Writing with Technology	3
EDU 609	Educational Research Formation	3
EDU 610 or ENG 610	Prairie Lands Writing Project Invitational Institute	6
ENG 664	Composition Theory and Pedagogy	3
Electives - Nine credits from the following		9
EDU 501 or ENG 501	Topics in Teaching Writing	
EDU 502 or ENG 502	Professional Learning Community	
EDU 570	Seeking Support for Assessment: Funds, Partners, and Disseminating Results	
ENG 500	Literature for Adolescents	
ENG 503	Literature for Children	
ENG 567	Grammar and the Teaching of Grammar	
ENG 573	History of the English Language	
EDU 620	Applied Educational Research: Developing a Learning and Assessment Plan	
Total Credit Hours		33

### Graduation Requirements

1. Filing an approved Application for Graduation.
2. Satisfactory completion of all required coursework as listed on the approved Program of Study.
3. Earn a minimum overall GPA of 3.0, with no more than 6 credit hours of C in all required coursework.
4. Official approval of required Master Educator Experience (or capstone).



## Written Communication

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(816) 271-4323

[www.missouriwestern.edu/eml/graduate-studies/maawc](https://www.missouriwestern.edu/eml/graduate-studies/maawc) (https://  
[www.missouriwestern.edu/eml/graduate-studies/maawc](https://www.missouriwestern.edu/eml/graduate-studies/maawc))

The Master of Applied Arts in Written Communication is an interdisciplinary degree that helps students to improve their understanding of how to identify, develop, and guide others in the creation of quality writing. The program offers two options: Technical Communication and Writing Studies.

The Technical Communication option was developed for students who want to advance their careers in government, business, and industry through improved writing skills and preparation to supervise and train others to become better writers. This program is also designed for students who are seeking to put their technical expertise to work as technical communicators, as well as students who are already working in the field and wish to earn a Master's degree to move into supervisory positions or otherwise advance their career. In the Technical Communication option, students will study publications management, organizational behavior, user-centered design, and effective written communication.

The Writing Studies option was developed for educators who want a masters degree that gives them strength in writing as a content area and for students who are interested in preparing to teach writing at the post-secondary level. Students in the Writing Studies option will improve their understanding of writing theory and pedagogy, as well as improving their preparation to use technology in the teaching of writing. Issues explored in the Writing Studies option include writing and technology, the connections between rhetorical theory and writing pedagogy, and effective writing program administration.

## Admission

### Admission Requirements

- Submission of application for admission to the MWSU Graduate School.
- Minimum undergraduate GPA of at least 3.0.
- Letter of intent that summarizes the skills, experiences, and competencies students can bring to the program. Students should also explain why they are applying to this program, which of the two options (Writing Studies or Technical Communication) the student intends to enroll in, and what their goals are for their work in the program. The letter should also discuss the portfolio materials (see below), explaining the audience, context, and purpose for which they were written.
- Curriculum Vitae or resume.
- Portfolio, 10 to 15 pages total length, that includes two or three writing samples. Students applying for the Writing Studies option should include at least one academic paper. Students applying for the Technical Communication option should include at least one example of workplace writing. Students in both options are encouraged to prepare a portfolio that shows the range and quality of their writing.
- Three letters of reference from professors, supervisors, or other suitably qualified personnel. These may sent directly to the address below.

- Application reviewed and approved by the English and Modern Languages Graduate Committee.

## Programs

- Written Communication - Technical Communication (Graduate Certificate) (p. 49)
- Written Communication - Technical Communication (Master of Applied Arts, M.A.A.) (p. 50)
- Written Communication - Writing Studies (Master of Applied Arts, M.A.A.) (p. 50)

## Technical Communication (Graduate Certificate)

Dr. Michael Charlton, Program Director  
mcharlton@missouriwestern.edu  
(816) 271-4323

The Graduate Certificate in Technical Communication is a fifteen credit hour program which can be taken completely online and is taught by full-time faculty at Missouri Western State University. The goal of the Certificate is for people currently working in industry, government, non-profit, or other professional settings to gain graduate-level experience with the many facets of technical communication, including practice with day-to-day workplace writing, writing for management and supervision, writing for digital environments, grant and proposal writing, and editing.

People who complete the program should be more competitive as technical and professional writers and would be well positioned for career advancement or further graduate study. The program is designed to be completed in a single academic year but is flexible. Required application materials include the standard Graduate School admission form, a brief writing sample, and two letters of recommendation.

The Gainful Employment Disclosure for the Technical Communication Certificate may be found here (<https://forms.missouriwestern.edu/finaid/gedt/23.1304-TechComGedt2.html>).

## Admission

### Admission Requirements

- Submission of application for admission to the MWSU Graduate School.
- Completion of an undergraduate degree from an accredited undergraduate institution.
- Minimum undergraduate GPA of 2.75.

## Requirements

Code	Title	Credit Hours
<b>Certificate Requirements</b>		
ETC 508	Technical Editing	3
ENG 540	Writing for Management and Supervision	3
ETC 600	Technical Communications Theory and Practice	3
ETC 630	Documenting Procedures	3
EPR 620	Proposal and Grant Writing	3
Total Credit Hours		15

## Graduation Requirements

1. Filing an approved Application for Graduation.
2. Satisfactory completion of all required coursework as listed on the approved Program of Study.
3. Earn a minimum overall GPA of 3.0, with no more than 6 credit hours of C in all required coursework.

The Gainful Employment Disclosure for this program may be found here (<https://forms.missouriwestern.edu/finaid/gedt/23.1304-TechComGedt2.html>).

## Written Communication, Technical Communication (Master of Applied Arts, M.A.A.)

### Requirements

Code	Title	Credit Hours
<b>Required Courses</b>		
ENG 609	Qualitative Methods Theories and Methods	3
COM 601	Professional and Organizational Communications	3
or MGT 603	Organizational Theory	
ENG 620	History and Theory of Rhetoric	3
EPR 620	Proposal and Grant Writing	3
Select one of the following options:		6
Option A:		
ETC 690	Capstone Project	
or ENG 690	Capstone Project	
Additional Graduate Elective		
Option B:		
ETC 695	Thesis	
or ENG 695	Thesis	
<b>Concentration Requirements</b>		
ETC 600	Technical Communications Theory and Practice	3
ETC 616	Internship in Technical Communication	3
Select nine credit hours from the following:		9
ADM 505	Convergent Media Theory and Practice	
ADM 520	Professional Writing for Media	
ADM 630	Convergent Media Law and Ethics	
ADM 640	Interactive Design	
ENG 540	Writing for Management and Supervision	
ENG 612	Seminar in Professional Writing for Teachers	
ETC 508	Technical Editing	
ETC 520	Publications Management	
ETC 524	Instructional Design	
ETC 612	Seminar in Professional Writing	
ETC 630	Documenting Procedures	
Total Credit Hours		33

## Graduation Requirements

1. Filing an approved Application for Graduation.
2. Satisfactory completion of all required coursework as listed on the approved Program of Study.
3. Earn a minimum overall GPA of 3.0, with no more than 6 credit hours of C in all required coursework.
4. Official approval of required Master Educator Experience (or capstone).

## Written Communication, Writing Studies (Master of Applied Arts, M.A.A.)

### Requirements

Code	Title	Credit Hours
<b>Required Courses</b>		
ENG 609	Qualitative Methods Theories and Methods	3
COM 601	Professional and Organizational Communications	3
or MGT 603	Organizational Theory	
ENG 620	History and Theory of Rhetoric	3
EPR 620	Proposal and Grant Writing	3
Select one of the following options:		6
Option A:		
ENG 690	Capstone Project	
or ETC 690	Capstone Project	
Additional Graduate Elective		
Option B:		
ENG 695	Thesis	
or ETC 695	Thesis	
<b>Concentration Requirements</b>		
ENG 512	Teaching Writing with Technology	3
or EDU 512	Teaching Writing with Technology	
ENG 664	Composition Theory and Pedagogy	3
Select nine credit hours from the following:		9
EDU 501	Topics in Teaching Writing	
or ENG 501	Topics in Teaching Writing	
EDU 502	Professional Learning Community	
or ENG 502	Professional Learning Community	
ENG 567	Grammar and the Teaching of Grammar	
ENG 573	History of the English Language	
EDU 610	Prairie Lands Writing Project Invitational Institute	
or ENG 610	Prairie Lands Writing Project Invitational Institute	
EDU 612	Seminar in Professional Writing for Teachers	
or ENG 612	Seminar in Professional Writing for Teachers	
ENG 616	Internship in Writing Program Administration	
ENG 540	Writing for Management and Supervision	

ETC 600	Technical Communications Theory and Practice
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Literature course numbered 500 or higher

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Total Credit Hours

33

## Graduation Requirements

1. Filing an approved Application for Graduation.
2. Satisfactory completion of all required coursework as listed on the approved Program of Study.
3. Earn a minimum overall GPA of 3.0, with no more than 6 credit hours of C in all required coursework.
4. Official approval of required Master Educator Experience (or capstone).

# COURSE DESCRIPTIONS

## Accounting (ACC)

### ACC 613 Forensic Accounting Credits: 3

**Typically Offered:** Fall.

**Course Description:** This course will explore the forensic accountant's role in today's society. Topics include fraud detection and fraud investigation techniques, valuation of closely held businesses, lost profit analysis and various types of litigation support services. **Prerequisite(s):** B.S. in Business or ACC Competency exam.

### ACC 623 Auditing for Fraud Credits: 3

**Typically Offered:** Spring.

**Course Description:** This course will cover the major methods used to commit occupational fraud including an examination of how and why occupational fraud is committed, how to assess where an organization is at the greatest risk for fraud, how fraudulent conduct can be deterred, and how allegations of fraud should be investigated and resolved.

**Prerequisite(s):** B.S. in Business or ACC Competency exam.

### ACC 633 Foundations of Finance and Accounting Credits: 3

**Typically Offered:** Spring.

**Course Description:** A decision focused study of the nature of business transactions including identification of economic events and how they are recorded on financial statements. This course presents the analytical tools to be used for decision purposes and financial asset valuation.

**Prerequisite(s):** B.S. in Business or ACC Competency exam.

### ACC 643 Advanced Accounting Credits: 3

**Typically Offered:** Fall.

**Course Description:** Accounting principles and procedures relating to consolidated statements, partnerships, principles of fund accounting, budgeting, auditing and financial reporting in governmental and not-for-profit entities. **Prerequisite(s):** B.S. with a Major in Accounting or Minor in Accounting.

### ACC 653 Business Taxation Credits: 3

**Typically Offered:** Spring.

**Course Description:** Business Taxation is an examination of the theory, practice and research methodology of taxation as applied to corporations, partnerships, estates and trusts. **Prerequisite(s):** B.S. with a major in Accounting or minor in Accounting.

## Applied Digital Media (ADM)

### ADM 500 Digital Media Orientation Credits: 1

**Typically Offered:** Fall.

**Course Description:** A two-day orientation to the Digital Media program, including university resources and access, expectations of graduate student performance, basic training in use of key equipment, review of Digital Media curriculum, completion of individual skill set inventories, advisement for any remedial coursework, and explanation of final project requirements.

### ADM 505 Convergent Media Theory and Practice Credits: 3

**Typically Offered:** Fall.

**Course Description:** A consideration of the mixing and convergence of contemporary media: print, film, video, photography, music, electronic, and digital. The course delineates media forms, including their emergence and uses, and examines theories of culture, media, and information that include theories of audience participation, non-hierarchical flattening, rhetorical positioning, long tails and niches, pervasive economical marketing, dispersals of authority, and others.

### ADM 510 Research and Development Credits: 2

**Typically Offered:** Fall.

**Course Description:** In-depth study of digital media developers, educational resources, media analysis and criticism. Includes the structuring of a continuous research agenda.

### ADM 520 Professional Writing for Media Credits: 3

**Typically Offered:** Fall.

**Course Description:** Introduction to the varied demands of professional writing, including storyboarding, scripting, and creative expression for convergent and interactive contexts.

### ADM 525 Project Management Credits: 2

**Typically Offered:** Fall.

**Course Description:** Study of media project organization from original conception to finished project. Includes responsibilities, timeline, marketing, etc.

### ADM 610 Media Expression Credits: 2

**Typically Offered:** Fall.

**Course Description:** In-depth analysis of digital media creations: conceptualizing visualization, sound design, sequencing, and narrative form.

### ADM 615 Digital Compositing Credits: 3

**Typically Offered:** Fall.

**Course Description:** Techniques and theory of motion graphics and digital compositing. The course will focus on developing and gathering elements for integrating animation, video, audio, and still sources while applying techniques to manipulate them. Project emphasis will be given to motion graphics and combining real-world and digital elements using chroma keying (green screen). The class will be project based and will encourage students to produce portfolio-quality work.

### ADM 625 Digital Media Internship Credits: 3

**Typically Offered:** Departmental Discretion.

**Course Description:** Students gain hands-on experience producing digital media products for a business or non-profit organization, working a minimum 100 clock hours. Course grade will be based on an end-of-semester portfolio and self-evaluation and an evaluation from the client. **Prerequisite(s):** Must complete one semester of graduate coursework prior to internship.

### ADM 630 Convergent Media Law and Ethics Credits: 2

**Typically Offered:** Fall.

**Course Description:** Relevant legal issues and ethical concerns arising from convergent media. Issues examined include copyright law and its relevance in an electronic age, privacy issues, fair use in the context of mixed- or multi-media, legal and ethical responsibilities of Internet site providers, ethical and rhetorical positioning of bloggers, and implications of the Telecommunications Act of 1996.

### ADM 635 Collaboratory Credits: 3

**Typically Offered:** Fall, Spring.

**Course Description:** Creation of original media projects with an integrated team approach. Project management and collaboration are emphasized. May be repeated for credit.

**ADM 640 Interactive Design Credits: 3****Typically Offered:** Spring.

**Course Description:** A study of the integration of components utilized in multimedia applications with authoring software. Students use industry standard software as a tool for producing interactive projects for CD-ROM, information kiosk, DVD, or Internet delivery. Students will learn the fundamentals of design for these platforms, including interactive storytelling, navigation metaphors, technical constraints, and usability. Topics include but are not limited to basic animation techniques, transitions, user interactivity, basic scripting, interactive development process, and usability. Efficiency and optimization of programs as well as usability and interface design will be emphasized.

**ADM 645 Digital Cinema Credits: 3****Typically Offered:** Fall.

**Course Description:** Application of the theories, aesthetics, and techniques used in Digital Video Production. Examines the preproduction, production, and postproduction processes from concept, scripting, budgeting and directing, to completion, evaluation, and distribution. Students will expand upon practical knowledge in the realization of a short narrative, experimental, or documentary style digital video project.

**ADM 650 Digital Production Credits: 3****Typically Offered:** Fall, Spring.

**Course Description:** Advanced project to develop in-depth knowledge with Media Tools and techniques in all digital media. May be repeated for credit.

**ADM 665 Digital Audio Production Credits: 2****Typically Offered:** Spring.

**Course Description:** Digital audio production: hardware, software, concepts and terminology involved in signal capture, processing, synthesis. Includes equipment setup, software selection methods, file formats, and individual/group projects. Critical analysis of professional productions will be developed.

**ADM 680 Independent Graduate Study Credits: 1-3****Typically Offered:** Fall, Spring.

**Course Description:** This course is an advanced study of a particular theme or topic related to digital media through readings, research, seminars, project development and analysis. Independent projects will be developed in consultation with a graduate faculty mentor. May be repeated for credit.

**ADM 690 Final Project Credits: 1-6****Typically Offered:** Fall, Spring.

**Course Description:** A major cumulative and integrated media project and the creation of a portfolio of all degree activity. Must be taken during the final semester of the program. May be repeated for up to 6 credit hours.

## Applied Science (MAS)

**MAS 501 TA Training Credits: 3****Typically Offered:** Fall.

**Course Description:** This course is designed to provide an overview of Departmental and University policies, regulations and resources to new Graduate Students. The course aims to emphasize teaching practices and problem solving at a college level, providing new TA's with the fundamentals required for their teaching experience. The course will cover the following topics: course design, syllabus creation, setting course objectives, assignment and test creation, evaluation and assessment, as well as intercultural awareness. This course is designed to meet the requirements of the Missouri Revised Statutes, Chapter 170 Section: 170.012.3.

**MAS 695 Graduate Colloquium Credits: 3****Typically Offered:** Fall, Spring, Summer.

**Course Description:** Preparation of individual plan for idea development to solicit funding from internal or external sources; professional development factors including project management and leadership.

**Prerequisite(s):** Graduate standing, MGT 603, MKT 605 and taken the last semester of program.

## Biology (BIO)

**BIO 510 Molecular Cell Biology Credits: 3****Typically Offered:** Spring.

**Course Description:** Advanced cell biology covering topics relevant to cellular structure and function. Selected topics may include: Cell signaling, cell adhesion, membrane function, cell motility and cytoskeletal structure and function. The cellular basis for some human syndromes and disease will also be covered. **Prerequisite(s):** BIO 205 or equivalent with grade of C or higher and graduate standing.

**BIO 511 Developmental Biology Credits: 3****Typically Offered:** Fall.

**Course Description:** Examines the morphological changes and the genetic and molecular pathways involved in animal embryonic development. **Prerequisite(s):** BIO 205 or equivalent with grade of C or higher and graduate standing.

**BIO 516 Vertebrate Biology Credits: 3****Typically Offered:** Spring (odd-numbered years).

**Course Description:** Comparative anatomy, biological principles, and taxonomy of the vertebrates. **Prerequisite(s):** Graduate standing; BIO 205 and BIO 225, or equivalent, both with a grade of C or higher.

**BIO 517 Medical Parasitology Credits: 3****Typically Offered:** Spring.

**Course Description:** An introduction to the major protozoal, helminth, and arthropod parasites of humans. **Prerequisite(s):** BIO 205 and BIO 225 or equivalent, both with grade of C or higher and graduate standing.

**BIO 521 Immunology Credits: 3****Typically Offered:** Spring (odd-numbered years).

**Course Description:** Investigation of the cellular and molecular basis of the immune response. Methods in immunology as applied to various fields. **Prerequisite(s):** Graduate standing; BIO 390 or equivalent with a grade of C or higher.

**BIO 530 Molecular Basis of Disease Credits: 3****Typically Offered:** Spring (even-numbered years).

**Course Description:** Investigation of the basic biological causes of human disease at molecular, cellular, and physiological levels. **Prerequisite(s):** BIO 205 or equivalent with a grade of C or higher and graduate standing.

**BIO 541 Virology Credits: 3****Typically Offered:** Spring (even-numbered years).

**Course Description:** Principles of virology that will focus on virus classification, various molecular aspects of virus replication, and pathogenesis. **Prerequisite(s):** BIO 390 or equivalent with a grade of C or higher and graduate standing.

**BIO 625 Graduate Internship in Biology Credits: 1-3****Typically Offered:** Fall, Spring and Summer.

**Course Description:** An extracurricular experience related to a biological career. Must contain a significant amount of independent thinking and problem solving. Course grades assigned on a credit/fail basis. May be repeated for a maximum of 3 credits. Prerequisites: Department approval and graduate standing.

## Chemistry (CHE)

### CHE 520 Laboratory Safety and Management Credits: 3

**Typically Offered:** Spring (even-numbered years).

**Course Description:** Covering chemical safety, biological safety, chemical management, risk management, industrial toxicology, industrial hygiene, best practices, chemical compatibility, and regulatory controls and compliance. **Prerequisite(s):** Graduate standing in Chemistry.

### CHE 526 Graduate Topics in Chemical Instrumentation Credits: 5

**Typically Offered:** Spring (even-numbered years).

**Course Description:** Advanced applications and troubleshooting of chemical instrumentation. Three hours lecture, six hours lab.

**Prerequisite(s):** Graduate standing and completion of organic chemistry with lab (CHE 381 and CHE 382) and quantitative analysis (CHE 321) or the equivalents.

### CHE 530 Principles of Quality Assurance Credits: 3

**Typically Offered:** Fall (even-numbered years).

**Course Description:** Good Laboratory Practices (GLP), Good Manufacturing Practices (GMP), quality control, process monitoring and control, statistical methods, record keeping and regulatory compliance.

**Prerequisite(s):** Graduate standing in Chemistry.

### CHE 541 Graduate Topics in Inorganic Chemistry Credits: 3

**Typically Offered:** Spring (even-numbered years).

**Course Description:** Graduate topics in the field of inorganic chemistry. Three hours lecture. **Prerequisite(s):** Graduate standing and completion of organic chemistry with lab (CHE 310 and CHE 311) or equivalent.

### CHE 545 Advanced Chemical Methods Credits: 3

**Typically Offered:** Spring (odd-numbered years).

**Course Description:** Advanced chemical methods for process control, monitoring and analysis as applied to the practice of industrial chemistry. Topics include: Environmental Chemical Methods, Forensic Chemical Methods, Synthetic Chemical Methods, Clinical Chemical Methods, and Biochemical Methods. **Prerequisite(s):** Graduate standing in Chemistry.

### CHE 570 Graduate Topics in Biochemistry Credits: 3

**Typically Offered:** Spring (even-numbered years).

**Course Description:** Advanced study of the biochemical properties of living systems, the diversity of biochemical functions, and mechanisms for biosynthesis. Emphasis on developing a more expansive understanding of biomolecular structure and dynamics, and intermediary metabolism. **Prerequisite(s):** Graduate standing and completion of biochemistry (CHE 370) or equivalent.

### CHE 610 Applied Chemical Separations Credits: 1

**Typically Offered:** Summer.

**Course Description:** Covering applications of chemical separations as they relate to industrial process monitoring and control, drug discovery and development, environmental analysis, and research and development. **Prerequisite(s):** Graduate standing in Chemistry.

### CHE 611 Applied Spectroscopy Credits: 1

**Typically Offered:** Summer.

**Course Description:** Covering applications of spectroscopy to industrial process monitoring and control, drug discovery and development, environmental analysis, and research and development. **Prerequisite(s):** Graduate standing in Chemistry.

### CHE 612 Applied Biochemical Techniques Credits: 1

**Typically Offered:** Summer.

**Course Description:** Covering applications of biochemical methods as they relate to industrial process monitoring and control, drug discovery and development, environmental analysis, and research and development. **Prerequisite(s):** Graduate standing in Chemistry.

### CHE 613 Principles of Drug Discovery Credits: 1

**Typically Offered:** Summer.

**Course Description:** Covering general principles of drug discovery. Topics include the drug discovery process, drug targets, design and screening methods, and approaches to synthesis. **Prerequisite(s):** Graduate standing in Chemistry.

### CHE 640 Principles of Industrial Scale-up and Production Credits: 3

**Typically Offered:** Fall (odd-numbered years).

**Course Description:** Topics include industrial chemical and biotechnology processes and process scale up, catalysis, process monitoring, green chemistry, and industrial scale preparations. **Prerequisite(s):** Graduate standing in Chemistry.

### CHE 650 Analytical Method Development and Validation Credits: 3

**Typically Offered:** Spring (odd-numbered years).

**Course Description:** This course will cover topics including defining the chemical problem, stability indicating methods, impurity testing, process monitoring and control, classes of methods including instrumental and wet methods. Validation will be covered with respect to validation of equipment, process, method, and cleaning. **Prerequisite(s):** Graduate standing in Chemistry.

### CHE 675 Graduate Internship in Chemistry Credits: 3

**Typically Offered:** Fall, Spring, Summer.

**Course Description:** The Graduate Internship offers qualified students the opportunity to work in a setting or workplace outside of the University to gain industrial or professional experience. Student will be supervised by an on-site supervisor and a departmental coordinator. **Prerequisite(s):** Successful completion of at least 6 hours of graduate CHE credit and permission of department.

### CHE 680 Intellectual Property in the Scientific Setting Credits: 2

**Typically Offered:** Spring (odd-numbered years).

**Course Description:** Physical limitations to present technologies will be examined along with the use of chemistry and biology to identify potential opportunities for new venture creation. The course will provide experience in using life sciences for the identification of incremental improvements and as the basis for alternative technologies. A proposal for a new business venture with applications in the life sciences will be required. Case studies will be used to illustrate recent commercially successful (and unsuccessful) ventures, and the associated characteristics for success. **Prerequisite(s):** Graduate standing in Chemistry.

## Communication Studies (COM)

### COM 601 Professional and Organizational Communications Credits: 3

**Typically Offered:** Fall.

**Course Description:** Theories, applications, research and problems in human communication within a variety of organizational environments; the relationship of communication to motivation, leadership, organizational culture, organizational structure, and other advanced topics. **Prerequisite(s):** Graduate standing.

## Computer Science (CSC)

### **CSC 520 Advance Networking and Network Administration Credits: 3**

**Typically Offered:** Fall.

**Course Description:** Exploration of protocols and methods needed to plan, deploy, and manage network resources at the small business through corporate scale. Includes the use of network monitoring tools and exploration of emerging technologies. **Prerequisite(s):** Admittance to ITAA or CSC 294 or approval by instructor.

### **CSC 550 Applied Cryptography Credits: 3**

**Typically Offered:** Fall.

**Course Description:** This course focuses on the issues associated with the design, provision and management of security services for modern communication and information systems. Students will learn different practical encryption methods for data protection. **Prerequisite(s):** Admittance to ITAA or approval by instructor.

### **CSC 570 Ethical Hacking Credits: 3**

**Typically Offered:** Fall.

**Course Description:** This course will introduce the student to the essential concepts and skills in ethical hacking. A practical, hands-on approach will be adopted to examine computer/networking security for protection of sensitive data. Topics include security policy, vulnerability assessment, port scanning, penetration testing, WIFI hacking, foot printing, social engineering, etc. This course helps the student prepare for an ethical hacking certification test. **Prerequisite(s):** Admittance to ITAA or approval by instructor.

### **CSC 580 Cloud Computing Security Credits: 3**

**Typically Offered:** Spring.

**Course Description:** Enterprise-scale cloud computing is proliferating because of its cost effectiveness and enhanced resource manageability. The primary objective of this course is to equip students with solid understanding of cloud computing. It covers cloud computing and services in both business and technical viewpoints. Cloud security architecture will also be covered with an emphasis on the four major categories of security controls. **Prerequisite(s):** Admittance to ITAA or approval by instructor.

### **CSC 590 Information Technology Project Management Credits: 3**

**Typically Offered:** Fall.

**Course Description:** This course will provide coverage of core project management concepts and their application to managing information technology projects such as software development. Course content will prepare students for both the CompTIA Project+ and PMI Certified Associate of Project Management certification exams. Students will apply project management concepts through a significant semester-long project. **Prerequisite(s):** Admittance to the ITAA program or by instructor approval.

### **CSC 615 Routing and Switching Credits: 3**

**Typically Offered:** Spring.

**Course Description:** This course introduces students to the vendor-specific knowledge in designing, implementing, maintaining, and troubleshooting local and wide-area enterprise networks. Students will acquire understanding of network infrastructures and protocols, and how they work together in practice. In addition, they will learn about the concept of quality of service (QoS) elements and their applicability, securing networks by setting up firewalls, and configuring wireless controllers and access points. Students will also learn to work with IPv6. After the completion of this course, students may apply the knowledge and skills they have learned to related technologies such as cloud, data center, and advanced network security. **Prerequisite(s):** Admittance to the ITAA program or by instructor approval.

### **CSC 625 Network Information Systems Security Credits: 3**

**Typically Offered:** Fall.

**Course Description:** This course is designed to instruct students on various facets of network security and to introduce students to the tools that are available to secure and monitor TCP/IP-based networks. Students will have an opportunity to see both commercial and open source tools in action and to learn about the technology behind each tool. Some of the technologies discussed include public keys cryptography, firewalls, authentication, intrusion detection and control of malicious code. Students also learn about OS hardening fundamentals as well as security assessment tools and techniques. A research project is required. **Prerequisite(s):** Admittance to the ITAA program or approval by instructor.

### **CSC 630 Database Management and Security Credits: 3**

**Typically Offered:** Spring.

**Course Description:** This course will introduce the student to the essential best practices in database security strategies. The student will be provided with the tools, techniques and industry accepted methodologies so that upon completion of the course the student will be able to describe key concepts database security and how to apply those concepts to securing database management systems within their organization. It will also acquaint the student with key concepts in database security. The student will learn DBMS concepts: modeling, modeling languages, relational database theory as applied to database security/integrity and concurrency. **Prerequisite(s):** Admittance to ITAA or approval by instructor.

### **CSC 635 Software and Computer Security Credits: 3**

**Typically Offered:** Spring.

**Course Description:** This course covers fundamental issues and first principles of software and computer security. This course will discuss basics of physical security, operating system security, and network security, web/e-commerce security as well as distributed application security. Security models and policies, standards and methodologies for security evaluation and certification will also be covered. **Prerequisite(s):** Admittance to the ITAA program and CSC 550, or approval by instructor.

### **CSC 650 Information Assurance Credits: 3**

**Typically Offered:** Spring.

**Course Description:** This course will explore cyber-security principles by examining security policies and procedures for managing critical and sensitive data. Implications for government compliance, professional ethics, and organizational risk management will be addressed in relation to the task of preserving the confidentiality, authenticity, integrity, and availability of such data. **Prerequisite(s):** Admittance to the ITAA program and CSC 550, or by instructor approval.

**CSC 660 Graduate Research and Internship Practicum Credits: 3****Typically Offered:** Fall, Spring, Summer.**Course Description:** This course offers graduate students in the Information Technology Assurance Administration program an opportunity to integrate theory with practice. Students work full-time or part-time for a company in a position related to their graduate research. Anticipated learning objectives are established in a contract agreed to by the student, the company supervisor, and the departmental faculty sponsor. May be repeated for credit, but at most 3 hours may count towards the total number of hours required for the master's program. International students should enroll in this course when completing their CPT training.

## Criminal Justice (LAW)

**LAW 500 Death Investigation Credits: 3****Typically Offered:** Spring.**Course Description:** A required course for the Certificate and Masters Program designed to present the basic topics in forensic pathology. These topics include manner, cause and mechanism of death, sharp force trauma, blunt force trauma, gunshot wounds, child abuse, deaths from drug abuse, motor vehicular deaths, sex-related deaths, and sudden-unexpected deaths.**LAW 504 Crime Scene Investigation Credits: 3****Typically Offered:** Departmental Discretion.**Course Description:** This course provides the student with a series of lectures, labs and exercise practicums for documenting crime scenes, identifying evidence and collecting various types of evidence as well as the preliminary techniques for crime scene processing. Students will process mock crime scenes to access what is evidence, how to collect, preserve and examine various types of evidence. This course will include an introduction to basic crime scene searching and sketching, photography, fingerprint development and recovery, footwear lifting and casting, blood collection, firearms recovery safety, trace metal detection techniques.**LAW 505 Research Methods in Criminal Justice Credits: 3****Typically Offered:** Spring.**Course Description:** A required course for the Masters Program provides a comprehensive overview of key methods of evaluation and research in criminal justice. This includes essential components to consider prior to evaluation; such as organizational mission and ethical dilemmas. Techniques of sampling, data gathering, and evaluation will be demonstrated via classroom application and academic resources. Academic writing skills will be generated within the framework of a research proposal. Requirement will be waived for students with comparable credit or suitable professional experience, to be determined by the director.**LAW 510 Bloodstain Pattern Analysis in Violent Crimes Credits: 3****Typically Offered:** Departmental Discretion.**Course Description:** This course is a combination of lecture and laboratory experiences. It is designed so that the student understands the physics of bloodstains and what forces act on blood in forming bloodstains. At the completion of the course, students should be able to analyze bloodstains found at the scenes of various crimes and determine the angles of impact, directionality of impact, and velocity of impact, pattern transfer and photography of bloodstains.**LAW 520 Quantitative Analysis in Criminal Justice Credits: 3****Typically Offered:** Departmental Discretion.**Course Description:** A required course for the Masters Program, quantitative analysis bridges the gap between evaluation and policy implication by providing the student experience utilizing, interpreting, and presenting statistics and statistical models. A key component of this course will be examining restrictions on data and matching the appropriate statistical technique to the data source. Requirement will be waived for students with comparable credit or suitable professional experience, to be determined by the director. **Prerequisite(s):** LAW 505.**LAW 525 Forensic Anthropology for Law Enforcement Credits: 3****Typically Offered:** Departmental Discretion.**Course Description:** A required course for the Masters Program designed to allow the student to study human skeletal material and determine basic information from this material. Topics include establishing age, sex, race, stature, and other individual characteristics from skeletal remains. Special lectures on recognition of trauma, common bone diseases, and the taphonomy of bone will also be provided. Laboratory exercises will allow student groups to analyze forensic cases to reinforce lecture material.**LAW 530 Human Remains: Search, Recovery, and Identification****Credits: 3****Typically Offered:** Departmental Discretion.**Course Description:** This course provides the student with a series of lectures and field experiences in the various methods of the recovery of human skeletal remains. Lecture topics include recovery techniques, map reading, scene documentation, and basic forensic anthropology to aid in identification. Forensic odontology, forensic radiology, and other basic methods of identification will also be presented. Field experiences on recovery and documentation of surface scenes, grave scenes, and fire scenes will be provided to support principals discussed in lecture.**LAW 540 Forensic Entomology Credits: 3****Typically Offered:** Departmental Discretion.**Course Description:** A course designed to provide students with the basic concepts of forensic entomology. Topics covered will include insect identification, proper specimen sampling and collection of field data, and the importance of collecting, preserving, and rearing immature forms of insects of forensic interest. Field exercises using animal models will be used to reinforce lecture topics.**LAW 545 Forensic Interviewing Credits: 3****Typically Offered:** Departmental Discretion.**Course Description:** This course provides students with an understanding and application of oral and written interview and interrogation techniques commonly used in criminal justice environments. Topics include the theory and practice of conducting and documenting interviews and interrogations, developing suspects in criminal cases, managing informants and information sources, de-escalation, deception detection, and influence and persuasion. An emphasis will be placed on documentation through traditional report writing and electronic documentation of interviews and interrogations, communication preparation, verbal and nonverbal behavioral symptom analysis, and body language.



**LAW 550 Profiling and Behavioral Analysis Credits: 3**

**Typically Offered:** Departmental Discretion.

**Course Description:** This course provides an introduction to the study and analysis of various techniques and procedures for assessing, analyzing, and understanding offender behavior through crime, victim, and crime scene analysis in furtherance of understanding and solving crime. The course presents two uniquely different approaches to offender profiling and behavioral analysis: Criminal Investigative Analysis as pioneered by the FBI and Investigative Psychology. Lectures and case studies involving sexual deviance, serial murder, spree murder, mass murder, active shootings, hostage-taking, and burglarizing, will be used to illustrate the concepts and principals that underlie this course. Lecture, readings, and case studies will provide a learning environment for understanding and applying these concepts.

**LAW 560 Administration, Planning, and Ethics Credits: 3**

**Typically Offered:** Departmental Discretion.

**Course Description:** This course provides an overview and analysis of organizational theory, structures, and strategies for managing forensic investigations in various criminal justice entities such as police departments, detective bureaus, and crime laboratories. Emphasis will be placed on issues such as styles and types of leadership, organizational communication, and approaches to planning, decision-making, accountability, integrity, case management, problem solving and ethics. Program planning, development, and integration will also be discussed.

**LAW 600 Criminal Law, Evidence and Legal Procedures Credits: 3**

**Typically Offered:** Departmental Discretion.

**Course Description:** A required course for the Certificate Program and the Masters Degree introducing the student to the basic principles of criminal law as it applies to physical and biological evidence and the presentation of this evidence in court. Other topics will include the role and qualifications of the expert witness, rules of evidence, maintaining a chain of custody, and administrative procedures that apply to the forensic scientist and courtroom presentations.

**LAW 610 Courtroom Testimony and Procedure Credits: 3**

**Typically Offered:** Spring.

**Course Description:** This course is designed to prepare the student for courtroom testimony. Prosecution and defense attorneys will serve as instructors. Topics include examination of expert witnesses, admissibility of evidence, maintaining a chain of custody, use of notes and reports while on the witness stand, and courtroom ethics and protocol.

**LAW 615 Forensic Photography and Crime Scene Investigation**

**Credits: 3**

**Typically Offered:** Departmental Discretion.

**Course Description:** A course designed to provide the student with the basic concepts of crime scene photography and documentation. Special lectures will be given on use of Polaroids, videotaping, copy stand photography, bloodstain documentation, tool mark analysis, and court presentations. Staged crime scenes will be used to support the concepts provided in lecture. These scenes will be designed to allow the student to photograph and document difficult pieces of evidence such as bloodstain patterns. Group discussions and critiques will also allow participants to present their assessments and scene evaluations to the class and instructors.

**LAW 620 Analysis of Biological Evidence Credits: 3**

**Typically Offered:** Departmental Discretion.

**Course Description:** A required course for the Certificate Program and the Masters Degree, this course presents a series of lectures given by invited experts in biological evidence. Topics include collecting biological evidence, examination of hair, DNA evidence, and the analysis of blood and other body fluids. This course will allow students to be introduced to the latest developments in the fields of biological evidence. A series of landmark cases will be used to illustrate the role of this type of evidence in forensic science.

**LAW 625 Crime Reconstruction and Forensic Case Management**

**Credits: 3**

**Typically Offered:** Departmental Discretion.

**Course Description:** The purpose of this course is to introduce the student to the advanced concepts that are used to manage complex forensic investigations. The use of math and physics in bloodstain pattern analysis, shooting event reconstruction, and crash site reconstruction will be covered. The history of event reconstruction as a scientific field will be studied with a more thorough look at general crime scene reconstruction. No case is worked in a vacuum and this class will dissect the management of major case events (ex. school shootings, multiple victim homicides) as well as task force investigated pattern crimes (ex. serial robberies, serial burglaries). All concepts will be partnered with relevant real-life casework examples and historical cases. An introduction to the concept of crime analysis will be included as well as the relevance to the study of pattern crime tracking.

**LAW 630 Analysis of Physical Evidence Credits: 3**

**Typically Offered:** Departmental Discretion.

**Course Description:** A required course for the Certificate Program and the Masters Degree, this course presents a series of lectures by invited experts in physical evidence. Topics include collecting physical evidence, fingerprints, tool marks, ballistics, and fiber analysis. This course will allow students to be introduced to the latest developments in the field of physical evidence. A series of landmark cases will be used to illustrate the role of this type of evidence in forensic science.

**LAW 635 Internet Commerce Fraud and Investigation Credits: 3**

**Typically Offered:** Departmental Discretion.

**Course Description:** This course will expose the student to the wide range of criminal activity committed, facilitated and enhanced by digital technology and its effect on commerce such as digital terrorism; viruses and malicious code; digital laws and legislation; information security and infrastructure protection. Students will also be expected to put themselves in the theoretical position of company executive, school official or other decision maker to devise means to secure and prevent degradation in the ability to conduct commerce via digital means as well as protect users and institutions.

**LAW 640 Computer Forensics Credits: 3**

**Typically Offered:** Departmental Discretion.

**Course Description:** This course will cover the basic concepts of computer forensics including computer file systems, file attributes and data structures. Processes and procedures to recover and interpret digital evidence will be discussed. The legal theory and evolution of the field will be covered in depth.

**LAW 650 Advanced Research Methods Credits: 3****Typically Offered:** Departmental Discretion.**Course Description:** A required course for the Masters Program designed to provide students with advanced research methods, statistics and design. As part of this course, students will be required to attend the annual meeting of the American Academy of Forensic Science, attend a pre-determined number of presentations, and submit a written critical review of the presentations and the published abstracts. **Prerequisite(s):** Grade of C or higher in LAW 505 and LAW 525, or consent of instructor.**LAW 670 Graduate Internship Credits: 1-6****Typically Offered:** Departmental Discretion.**Course Description:** This Internship is a one to three credit hour course that is an applied learning experience for the Certificate or the Master's of Applied Science Degree in Forensic Investigations. It requires the student to engage in a field experience of at least 150 hours, provide documentation and evaluation of work experience, participate in online discussions, and develop a paper which is of publishable quality.**LAW 680 Research and Publication Credits: 1-6****Typically Offered:** Departmental Discretion.**Course Description:** Designed to allow students to develop independent research projects or case studies. Students should select an advisor or advisors with expertise appropriate for the proposed project. The culmination of the project is the presentation of the work at a regional or national meeting and acceptance for publication in a recognized professional journal. Research projects are usually awarded 3 hours credit, and case studies 1 hour credit for each case. Students are limited to three case studies for credit. Offered on demand.**LAW 695 Forensic Capstone Credits: 2****Typically Offered:** Departmental Discretion.**Course Description:** The Forensic Capstone is an opportunity for students to complete their Master of Forensic Investigation degree by addressing practical, real world challenges using the skills and knowledge they have gained throughout their program of study. The capstone process is the culmination of graduate work in the program and the final product of the degree. The capstone process is an opportunity for students to articulate their knowledge of investigative methods and forensic principles and examine, in depth, important policy, ethical, and administrative questions affecting forensic investigations. **Prerequisite(s):** Completion of 27 MASFI Program credits or permission of the Capstone Committee.

## Economics (ECO)

**ECO 607 Managerial Economics Credits: 3****Typically Offered:** Fall (even-numbered years).**Course Description:** The application of microeconomic principles and methodologies to managerial decision problems. Topics include consumer choice and demand for products, production and cost functions, alternative market structures and the profit criteria for long-run planning and investment decisions. **Prerequisite(s):** Graduate standing and ECO 260 or 261 or equivalent.

## Education (EDU)

**EDU 500 Education Orientation Workshop Credits: 0****Typically Offered:** Fall, Spring, Summer.**Course Description:** This course is an introduction to the Department of Education's assessment system. The course should be taken during the first semester of a student's enrollment in graduate courses at MWSU. (New MWSU graduate students, who hold a current Tk20 account purchased during their bachelor's degree program, are exempt from this course.) The course fee is \$110.**EDU 501 Topics in Teaching Writing Credits: 1-2****Typically Offered:** Departmental Discretion.**Course Description:** Writing seminar for teachers or pre-service teachers with senior standing at MWSU which addresses a particular issue related to literacy teaching. May be repeated for a total of four credits. **Prerequisite(s):** Senior standing at MWSU with successful completion of EDU Junior Experience or BS or BA degree.**EDU 502 Professional Learning Community Credits: 1-2****Typically Offered:** Departmental Discretion.**Course Description:** Professional Learning Communities emphasize enhancing student achievement by involving classroom teachers in a cycle of inquiry, reflection, and action in regard to a particular issue regarding literacy instruction. Teachers question common practice, explore specific problems, consider research and evidence that proposes solutions, try some of those solutions in their teaching, and evaluate the results, starting the cycle anew. May be repeated for a total of four credits. **Prerequisite(s):** Senior standing at MWSU with successful completion of EDU Junior Experience or BS or BA degree.**EDU 510 Introduction to Research in Education Credits: 3****Typically Offered:** Fall, Spring, Summer.**Course Description:** This course is designed to acquaint the beginning graduate student with the methods professional scholars use to conduct their own inquiries in the field of education. Students will be introduced to major categories of educational policy, as well as the research that supports key pieces of current federal and state policy. Students will investigate different research designs, including qualitative, quantitative, single-subject, ethnography, survey and case study. To prepare students for the process of developing their capstone projects, the course will emphasize the rules and guidelines of APA format and style, including the basic features of technical and bias-free writing. This course might include one or two synchronous, on-line class meetings. The instructor will schedule these meetings at a time convenient to as many enrolled students as possible.**EDU 512 Teaching Writing with Technology Credits: 3****Typically Offered:** Spring.**Course Description:** In this course, participants will learn how to use technology to improve writing and learning in their classrooms. Students will investigate, experiment with and use word processing, spread sheet, electronic images, presentation software, and web pages. With these technologies, students will 1) Design writing assignments that follow the writing process; 2) Review software and Web design considerations; 3) Critique their own designs as well as existing software and Web programs for possible incorporation into their own curriculum; 4) Learn how to harness the power of the Internet to create writing and learning communities; 5) Develop a CD Portfolio of course lessons and assignments for use in their teaching. **Prerequisite(s):** Senior standing at MWSU with successful completion of EDU Junior Experience or BS or BA degree. Participants should have a basic understanding of computer applications.**EDU 520 21st Century Educator: Foundations of Professional Behaviors Credits: 3****Typically Offered:** Fall, Spring, Summer.**Course Description:** How the philosophical, historical, and political foundations of education inform research. Special attention will be placed on understanding the theories, values, and assumptions that drive much of the current research base in American schools and to help the professional educator engage research practices with more rigor and understanding.

**EDU 521 Teaching Students with Reading Deficits Credits: 3**

**Typically Offered:** Fall.

**Course Description:** Literacy assessment techniques and interventions for upper elementary, middle and high school students with reading deficits. **Prerequisite(s):** EDU 311 or EDU 310 and credit or concurrent enrollment in EDU 360.

**EDU 540 Current Barriers to Learning Improvement Credits: 3**

**Typically Offered:** Fall, Spring, Summer.

**Course Description:** A constructivist/research approach to identifying barriers to learning within P-12 classrooms and developing strategies to improve learning.

**EDU 570 Seeking Support for Assessment: Funds, Partners, and Disseminating Results Credits: 3**

**Typically Offered:** Fall, Spring, Summer.

**Course Description:** Exploration of the importance of partnerships to include funding opportunities and drafts of proposals to gain support. Attention will also be given to the importance of disseminating results and ways in which technology can assist.

**EDU 571 Fundamentals of Autism Spectrum Disorder Credits: 3**

**Typically Offered:** Fall.

**Course Description:** Provides an understanding of autism spectrum disorder (ASD) and its effects on life and learning (PreK-adulthood), as well as a comprehensive overview of history, issues, and practices. Topics include: the breadth and viability of ASD; educational criteria, identification, and assessment; interdisciplinary collaboration; learning, socialization, perception, communication, and sensory processing characteristics and teaching strategies; and the perspectives of individuals with ASD, as well as their family members.

**EDU 572 Assistive Technology and Augmentative Communication in Inclusive Settings Credits: 3**

**Typically Offered:** Spring.

**Course Description:** Focuses on current technology to support learners progress in the general curriculum in the areas of motor disabilities, sensory disabilities, reading and writing deficits, language disorders, and communication disorders. Includes theory and practical applications for students with and without identified disabilities in the context of universal design for learning.

**EDU 573 Preparing Students and Families for Transitions and Careers Credits: 3**

**Typically Offered:** Spring.

**Course Description:** Focuses on transition points for individuals with disabilities across, into, and out of their PreK-12 experience, from the initial identification or transition from early childhood services to the transition to postsecondary education or career. Emphasizes preparation at all grade levels for future career and employment, and identifying and preparing for postsecondary education options. Highlights ways to include parents and families in the process and provide them with resources.

**EDU 574 Collaborating with Families and School Personnel for Inclusion Credits: 3**

**Typically Offered:** Fall.

**Course Description:** Explores effective ways to work with parents/guardians and other family members as collaborators and to provide them with resources. Considers the collaborative relationships between school personnel: co-teachers; general educators; ancillary teachers, and consulting special educators; curriculum teams; teachers and paraprofessionals; teachers and related services personnel.

**EDU 609 Educational Research Formation Credits: 3**

**Typically Offered:** Fall, Spring, Summer.

**Course Description:** Using the essential content from EDU 510 as a foundation, this course will emphasize the selection of a narrowed topic for investigation. From this narrowed topic, students will develop an initial draft of the problem statement for the formal academic argument being developed by the student in his or her capstone project. To inform these efforts, this course will introduce students to appendices. Finally, the course will present important information about the Institutional Review Board and its procedures, and will challenge students to understand and to adhere to appropriate research ethics, this course might include one or two synchronous, on-line class meetings. The instructor will schedule these meetings at a time convenient to as many enrolled students as possible. **Prerequisite(s):** EDU 510 with a grade of C or better.

**EDU 610 Prairie Lands Writing Project Invitational Institute Credits: 6**

**Typically Offered:** Summer.

**Course Description:** This four-week writing workshop (plus spring orientation and fall reflection) brings together teachers, grades k-16, as they prepare to assume leadership roles that promote good writing in their own schools. Participants will 1) Write, revise, and publish their own writing; 2) Study current theory and research, especially research of teachers of writing; 3) Share classroom expertise, especially their most successful writing practices. **Prerequisite(s):** Admission into the Invitational Institute: at least one year of successful teaching experience; a commitment to writing as a way to learn and to communicate learning; recommendation from building administrator, department head or Prairie Lands Teacher Consultant; potential for leadership; successful meeting with Prairie Lands interview team.

**EDU 611 Research Development and Literature Analysis Credits: 3**

**Typically Offered:** Fall.

**Course Description:** The course is designed to explore the methods professional scholars use to conduct their own inquiries in the field of education. Students will investigate different research designs, including qualitative, quantitative, single-subject, ethnography, survey and case study. It will emphasize the rules and guidelines of APA format and style, including the basic features of technical and bias-free writing. The course will present important information about the Institutional Review Board (IRB) and its procedures, and challenge students to understand and adhere to appropriate research ethics. Students will compare and contrast scholarly publications in order to refine their skills in synthesizing literature. This course will include synchronous, on-line class meetings. (The instructor will schedule these meetings at a time convenient to as many enrolled students as possible)

**EDU 612 Seminar in Professional Writing for Teachers Credits: 3**

**Typically Offered:** Summer.

**Course Description:** This capstone course is designed for participants to develop the dual roles of writer and teacher of writing. Although the course will work with both types of professional writing, each participant will choose one of two emphases: (1) research writing growing out of a classroom inquiry into an issue of the teaching of writing; (2) expository and creative writing growing out of an inquiry into his/her own evolution as a writer. At the heart of both projects is a study of what is involved in becoming a writer. The work may build on writing produced in the Prairie Lands Writing Project Invitational Institute. May be repeated once for a total of six credits. **Prerequisite(s):** Completion of ENG 510 or EDU 510 Prairie Lands Writing Project Invitational Institute.

**EDU 615 Data Informed Analysis and Decisions Credits: 3****Typically Offered:** Fall, Spring, Summer.

**Course Description:** This final course in the professional core sequence focuses on an examination for the various types of measurement scales (i.e., nominal, ordinal, interval, and ratio) and a discussion of which particular statistical analyses are appropriate for use with each type of data. Content of EDU 615 will include coverage of descriptive statistical measures and basic inferential statistics. Students will examine various data sets, master Excel database construction and use, and learn the principles of data-based decision-making. EDU 615 should prepare students with the essential tools they will need to develop the methodology and data analysis sections of the experimental capstone project. This course might include one or two synchronous, on-line class meetings. The instructor will schedule these meetings at a time convenient to as many enrolled students as possible. **Prerequisite(s):** EDU 510 and EDU 611 with grades of C or higher.

**EDU 620 Applied Educational Research: Developing a Learning and Assessment Plan Credits: 3****Typically Offered:** Fall, Spring, Summer.

**Course Description:** The development of an applicable knowledge base regarding learning and assessment that is based on current research and best practice. Prominent educational research regarding learning and assessment with an emphasis on validity, reliability, measurability, accountability, differentiation, and application will be key elements as well as traditional and non-traditional methodologies to learning and assessment. As a culminating activity for the course, a comprehensive learning and assessment plan for a classroom, building, or district will be developed.

**EDU 630 Capstone Credits: 1-6****Typically Offered:** Fall, Spring, Summer.

**Course Description:** This Culminating course in professional core sequence for the M.A.S. degree requires the graduate student to design, formally propose, implement, and prepare a scholarly write-up of an individual capstone project. Two options are offered: (a) a traditional thesis project, for which the student will write research questions, conduct a thorough literature review, determine methodology, collect all relevant data, and complete analyses and discussion; and (b) a capstone internship experience project, for which the student will seek out and identify a host site and on-site mentor, then complete an intensive field-based internship- which must be beyond the scope of the graduate student's current employment. **Prerequisite(s):** EDU 510, EDU 611, and EDU 615 with grades of C or higher.

**EDU 640 Applied Research for School Improvement Credits: 3****Typically Offered:** Fall, Spring, Summer.

**Course Description:** Refinement of the draft learning and assessment plan to include interaction with in-school professional school leaders and one-on-one mentoring by an education faculty member. This course provides students with an opportunity to examine their learning and assessment plan within the authentic context of the school.

**EDU 651 Assessment and Planning for the Student with Autism Spectrum Disorders Credits: 3****Typically Offered:** Fall.

**Course Description:** Students become competent in the identification and assessment of individuals with autism spectrum disorders. Research based best practices in assessment will be discussed. Students will effectively select, utilize, and report results on appropriate tools for evaluation of autism spectrum disorders. **Prerequisite(s):** Credit or concurrent enrollment in EDU 571.

**EDU 652 Classroom Programming for Students with Autism Spectrum Disorders Credits: 3****Typically Offered:** Spring.

**Course Description:** Students examine the design and implementation of effective classroom programs, such as those based on the TEACCH model, for students with autism spectrum disorder who differ in age and level of functioning. The course topics include classroom structure and organization, group instruction strategies, educational assessment and IEP development, record keeping, curriculum, instructional activities and materials, parent involvement, and staffing and support services. **Prerequisite(s):** Credit or concurrent enrollment in EDU 571.

**EDU 653 Behavioral Interventions for Students with Autism Spectrum Disorders Credits: 3****Typically Offered:** Summer.

**Course Description:** Students explore the growing body of research findings showing that students with autism spectrum disorders can derive significant and durable benefits from interventions based on the principals of applied behavior analysis. Strategies for conducting functional analysis of problem behavior and developing multidimensional intervention plans are reviewed. **Prerequisite(s):** Credit or concurrent enrollment in EDU 571.

**EDU 654 Teaching Communication and Social Skills for Students with Autism Spectrum Disorders Credits: 3****Typically Offered:** Fall.

**Course Description:** This course examines the assessment and instructional strategies that have been shown to be effective in promoting the development of cognitive, language, and social skills for students with autism spectrum disorders. Language development and communication strategies, augmentative and alternative communication systems (AAC), social deficits in autism, and approaching for teaching social skills will be addressed. Participants examine the instructional adaptations needed to promote the development of cognitive, communicative, and social skills in students with ASD, and review relevant empirical literature. **Prerequisite(s):** Credit of concurrent enrollment in EDU 571.

**EDU 655 Intensive Early Intervention for Students with Autism Spectrum Disorder Credits: 3****Typically Offered:** Spring.

**Course Description:** This course focuses on children with autistic spectrum disorder (ASD) birth to age six. Topics addressed will include basic characteristics of children with ASD birth to age six, the developmental implications for these children and their families, and research supported early interventions utilizing a family centered approach with an emphasis on natural learning opportunities. **Prerequisite(s):** Credit or concurrent enrollment in EDU 571.

**EDU 675 Assessment and the Identification Process Credits: 3****Typically Offered:** Fall.

**Course Description:** Follows the identification process from the first evidence of a student's distress to eligibility determination. Emphasizes the roles and procedures of the following teams: pre-referral, child study, eligibility, and individualized education program (IEP). Focuses on data-based decision-making in the response-to-intervention (RtI) process and using behavioral data. Includes discussion of achievement, adaptive, social, and behavioral assessments.

**EDU 676 Behavioral Interventions Credits: 3**

**Typically Offered:** Summer.

**Course Description:** Approaches behavioral interventions through the lens of practical and legal aspects. Concentrates on collecting observational data, such as for a functional behavioral assessment (FBA), and developing data-based interventions documented through behavior intervention plans (BIP). Includes behavioral methods for working with students with challenging behavior in all education settings, including positive behavior intervention support (PBIS), as well as the legal aspects of manifestation determination.

**EDU 677 Advanced Methods, Differentiation, and Instruction Credits: 3**

**Typically Offered:** Summer.

**Course Description:** Builds on students' existing knowledge of methods for teaching students with disabilities by focusing on current research in the field. Emphasizes evaluating educational methods for usefulness and evidence-base, highlighting incorporation of these methods in inclusive environments to differentiate and serve all students. Additional focus is on the individualized education program (IEP) and how to serve a student's individualized needs within the general education curriculum.

**Prerequisite(s):** EDU 311, EDU 351, EDU 355, EDU 360, and EDU 411, or equivalents for each.

**EDU 678 Master Education Experience I Credits: 3**

**Typically Offered:** Fall, Spring, Summer.

**Course Description:** This seminar supports the preparatory phase for the Master Educator Experience - II and program completion. The course focuses on developing all aspects of the foundation for the applied Master Educator internship experience (i.e., identification of a location, agency, setting, on-site mentor, and letter of support from the cooperating organization). It includes preparation of a formal proposal and development of an annotated table of peer-reviewed literature.

**Prerequisite(s):** Completion of EDU 611 with a grade of C or better, and a minimum of 21 graduate credits (from designated Program of Study).

**EDU 679 Master Education Experience II Credits: 1-3**

**Typically Offered:** Fall, Spring, Summer.

**Course Description:** An immersion experience supports the opportunity to focus on an area / question of interest and a specific graduate level leadership role, mentored by a practicing master teacher or educational administrator. Students will present and defend outcomes of the Master Educator internship experience via a professional paper and formal presentation to members of the Department of Education's graduate committee. **Prerequisite(s):** Successful completion of EDU 678 with credit.

## Engineering Technology (EGT)

**EGT 520 Project and Process Management Credits: 3**

**Typically Offered:** Fall.

**Course Description:** Examination of project management for the total development process, including inter-relationships between owners, developers, financing sources, designers, contractors, and users; methods of project delivery; introduction to planning and scheduling; role and tasks of the project manager, feasibility analyses; construction claims, financing and cash flow analysis; introduction to control of cost, time and technical performance; computer applications. Lean process and six-sigma process. Three hours lecture.

**EGT 530 Current Advancements in Engineering Technology Credits: 3**

**Typically Offered:** Fall.

**Course Description:** Study one or more of the most recent developments in Engineering Technology such as dynamics, thermodynamics, digital image processing, renewable energy, data acquisition and automation, computer applications in structural analysis, and communication networks. Three hours of lecture.

**EGT 610 Advanced Engineering Technology Credits: 3**

**Typically Offered:** Spring.

**Course Description:** In-depth study of specific fundamental engineering technology subjects such as statics, structure analysis, signal processing, heat transfer, and fluids mechanics. Emphasis will be placed on theory development and problem-solving methodologies and techniques in those subjects. Three hours lecture.

**EGT 690 Engineering Technology Research Credits: 3**

**Typically Offered:** Fall, Spring.

**Course Description:** Research and study of a specific subject in Engineering Technology under the supervision of a graduate advisor. A detailed report and an intra-departmental presentation will be required. Three credit hours and can be repeated.

## English (ENG)

**ENG 500 Literature for Adolescents Credits: 3**

**Typically Offered:** Spring.

**Course Description:** A study of literature for young adults designed to increase appreciation of the genre through literary evaluation. Students will consider trends in publishing, the issues behind censorship, the history of literature for young adults and complete a research project.

**Prerequisite(s):** Senior standing at MWSU with successful completion of EED, SED Junior Experience or BS or BA degree.

**ENG 501 Topics in Teaching Writing Credits: 1-2**

**Typically Offered:** Departmental Discretion.

**Course Description:** Writing seminar for teachers or pre-service teachers with senior standing at MWSU which addresses a particular issue related to literacy teaching. May be repeated for a total of four credits.

**Prerequisite(s):** Senior standing at MWSU with successful completion of EED, SED Junior Experience or BS or BA degree.

**ENG 502 Professional Learning Community Credits: 1-2**

**Typically Offered:** Departmental Discretion.

**Course Description:** Professional Learning Communities emphasize enhancing student achievement by involving classroom teachers in a cycle of inquiry, reflection, and action in regard to a particular issue regarding literacy instruction. Teachers question common practice, explore specific problems, consider research and evidence that proposes solutions, try some of those solutions in their teaching, and evaluate the results, starting the cycle anew. May be repeated for a total of four credits. **Prerequisite(s):** Senior standing at MWSU with successful completion of EED, SED Junior Experience or BS or BA degree.

**ENG 503 Literature for Children Credits: 3**

**Typically Offered:** Fall.

**Course Description:** A study of literature for children designed to increase appreciation of children's books through literary evaluation. Students will read and evaluate picture books, junior novels and poetry, and complete a research project. **Prerequisite(s):** Senior standing at MWSU with successful completion of EDU Junior Experience or BS or BA degree.

**ENG 510 Prairie Lands Writing Project Invitational Institute Credits: 6**  
**Typically Offered:** Summer.

**Course Description:** This four-week writing workshop (plus spring orientation and fall reflection) brings together teachers, grades k-16, as they prepare to assume leadership roles that promote good writing in their own schools. Participants will 1) Write, revise, and publish their own writing; 2) Study current theory and research, especially research of teachers of writing; 3) Share classroom expertise, especially their most successful writing practices. **Prerequisite(s):** Admission into the Invitational Institute; at least one year of successful teaching experience; a commitment to writing as a way to learn and to communicate learning; recommendation from building administrator, department head or Prairie Lands Teacher Consultant; potential for leadership; successful meeting with Prairie Lands interview team.

**ENG 512 Teaching Writing with Technology Credits: 3**  
**Typically Offered:** Spring.

**Course Description:** In this course, participants will learn how to use technology to improve writing and learning in their classrooms. Students will investigate, experiment with and use word processing, spread sheet, electronic images, presentation software, and web pages. With these technologies, students will 1) Design writing assignments that follow the writing process; 2) Review software and Web design considerations; 3) Critique their own designs as well as existing software and Web programs for possible incorporation into their own curriculum; 4) Learn how to harness the power of the Internet to create writing and learning communities; 5) Develop a CD portfolio of course lessons and assignments for use in their teaching. **Prerequisite(s):** Senior standing at MWSU with successful completion of EED, SED Junior Experience or BS or BA degree. Participants should have a basic understanding of computer applications.

**ENG 540 Writing for Management and Supervision Credits: 3**  
**Typically Offered:** Spring (odd-numbered years).

**Course Description:** Investigation of traditional business genres such as correspondence and reports, with special attention to writing situations common for supervisors and managers, such as evaluations, directives, and employment documents, as well as managing the writing of others. Includes examination of the influence of transmission media and rhetorical context on written communication in professional settings. **Prerequisite(s):** Admission to graduate study program.

**ENG 567 Grammar and the Teaching of Grammar Credits: 3**  
**Typically Offered:** Fall (odd-numbered years).

**Course Description:** Explores various definitions of grammar, review knowledge base required by teachers, demonstrates teaching methods that illustrate current theory and research. Students will complete a research project applicable to teaching grammar. **Prerequisite(s):** Senior standing at MWSU with successful completion of EED, SED Junior Experience or BS or BA degree.

**ENG 573 History of the English Language Credits: 3**  
**Typically Offered:** Fall.

**Course Description:** From the development of the Indo-European language family to English as a world language, this course explores the influence of historical and cultural developments, internal changes, and language attitudes on the English language. Students will come to understand how languages begin and why they change, how language is a product of its socio-cultural history, and why there are dialectal differences in the English heard around the world. They will complete a research project related to language learning and teaching writing. **Prerequisite(s):** Senior standing at MWSU with successful completion of EDU Junior Experience or BS or BA degree.

**ENG 590 Selected Topics in Literature Credits: 3**  
**Typically Offered:** Departmental Discretion.

**Course Description:** A detailed examination of a specific topic in literature. The course may focus on a literary genre, theme, period, movement or authority. Topic will change each time the course is offered.

**ENG 601 Practicum in the Teaching of College Writing Credits: 3**  
**Typically Offered:** Fall.

**Course Description:** A survey of major concepts and issues in the study of writing, especially as applied to teaching composition. Practices in writing pedagogy are also discussed, and students' teaching of composition is observed and explored. Required of and enrollment limited to new teachers of ENG 104. May not be repeated for credit toward graduate degree.

**ENG 609 Qualitative Methods Theories and Methods Credits: 3**  
**Typically Offered:** Fall.

**Course Description:** Introduction to major issues and research methods in technical communication and writing studies. Includes qualitative research methods. Students will practice writing appropriate to Master's level work in written communication.

**ENG 610 Prairie Lands Writing Project Invitational Institute Credits: 6**  
**Typically Offered:** Summer.

**Course Description:** This four-week writing workshop (plus spring orientation and fall reflection) brings together teachers, grades k-16, as they prepare to assume leadership roles that promote good writing in their own schools. Participants will 1) Write, revise, and publish their own writing; 2) Study current theory and research, especially research of teachers of writing; 3) Share classroom expertise, especially their most successful writing practices. **Prerequisite(s):** Admission into the Invitational Institute: at least one year of successful teaching experience; a commitment to writing as a way to learn and to communicate learning; recommendation from building administrator, department head or Prairie Lands Teacher Consultant; potential for leadership; successful meeting with Prairie Lands interview team.

**ENG 612 Seminar in Professional Writing for Teachers Credits: 3**  
**Typically Offered:** Summer.

**Course Description:** This capstone course is designed for participants to develop the dual roles of writer and teacher of writing. Although the course will work with both types of professional writing, each participant will choose one of two emphases: (1) research writing growing out of a classroom inquiry into an issue of the teaching of writing; (2) expository and creative writing growing out of an inquiry into his/her own evolution as a writer. At the heart of both projects is a study of what is involved in becoming a writer. The work may build on writing produced in the Prairie Lands Writing Project Invitational Institute. May be repeated once for a total of six credits. **Prerequisite(s):** Completion of ENG 510 or EED 510 Prairie Lands Writing Project Invitational Institute.

**ENG 616 Internship in Writing Program Administration Credits: 1-3**  
**Typically Offered:** Fall, Spring, Summer.

**Course Description:** Practical application of rhetoric and writing theory in a campus setting such as the Composition program, Developmental Writing program, or Center for Academic Support; correlates academic preparation with on-site professional experience (thirty clock hours of work for each hour of credit). Projects developed in the course may be used in the thesis project. **Prerequisite(s):** Admission to graduate study at Missouri Western and departmental approval.

**ENG 620 History and Theory of Rhetoric Credits: 3****Typically Offered:** Spring.**Course Description:** Survey of major rhetorical theories, with attention to their use in creating and evaluating written discourse. **Prerequisite(s):** Admission to graduate study and departmental approval.**ENG 664 Composition Theory and Pedagogy Credits: 3****Typically Offered:** Fall.**Course Description:** Survey of composition theory as a field of study, examining major issues and theories in the study of writing.**ENG 685 Multilingual Graduate Writing Credits: 3****Typically Offered:** Departmental Discretion.**Course Description:** This course will help multilingual students examine the basic assumptions of academic writers, observe and target their variety of readers (general, academic, and field-expert), and use language effectively and correctly. Each student is encouraged to spotlight topics connected to their individual program of study. At the end of the semester, students will be better prepared to write academic papers, including their final projects. **Prerequisite(s):** Departmental permission.**ENG 690 Capstone Project Credits: 1-3****Typically Offered:** Fall, Spring.**Course Description:** Provides direction and support for students during the semester in which they are creating materials for the capstone project in Written Communication. Capstone project must include a portfolio of professional materials and reflective writing and a scholarly paper that reviews major theories in the student's field of study. Student must pass oral exam on the capstone project for credit to be recorded. May be repeated for up to 6 hours. **Prerequisite(s):** Successful completion of at least 27 hours of graduate credit and permission of department.**ENG 695 Thesis Credits: 1-6****Typically Offered:** Fall, Spring, Summer.**Course Description:** Provides direction and support for students during the semesters in which they are researching and writing their thesis. Thesis must be approved by thesis committee and student must pass oral exam on the thesis for credit to be recorded. May be repeated for up to 9 hours. **Prerequisite(s):** Successful completion of at least 18 hours of graduate credit and permission of department.

## English Public Relations (EPR)

**EPR 620 Proposal and Grant Writing Credits: 3****Typically Offered:** Spring (even-numbered years).**Course Description:** Practice in writing proposals and grant applications for a wide range of organizations, including business and industry, non-profits, and educational institutions.

## English Technical Communication (ETC)

**ETC 508 Technical Editing Credits: 3****Typically Offered:** Fall (odd-numbered years).**Course Description:** Emphasis on the role of the editor in organizational settings, including creating successful writer/editor collaboration. Practice in editing documents for grammar, syntax, organization, style, emphasis, document design, graphics, and user-centered design. Introduction to technology for creating, publishing, and distributing technical documents.**ETC 520 Publications Management Credits: 3****Typically Offered:** Spring (odd-numbered years).**Course Description:** Workshop oriented practice in producing and editing a variety of documents, as well as management of documentation projects and project teams. Discussion of the role of technical writers and managers in adapting texts for discourse communities and of current issues in technical writing. Included will be instruction in grammar and usage.**ETC 524 Instructional Design Credits: 3****Typically Offered:** Spring (even-numbered years).**Course Description:** Practice creating and testing instructions, user guides, and training materials for multiple digital platforms such as webhelp, wikis, e-books, and mobile applications. Students will learn skills and concepts such as modular writing, information design, instructional design, and single sourcing.**ETC 600 Technical Communications Theory and Practice Credits: 3****Typically Offered:** Spring.**Course Description:** Introduces the issues, goals, and methodologies of professional and technical communication. Examines definitions and histories of the field; relevant theories, practices and genres; data gathering and research; technology related issues; ethical and intercultural implications; and professionalism.**ETC 612 Seminar in Professional Writing Credits: 3****Typically Offered:** Departmental Discretion.**Course Description:** Selected topics in workplace writing and applied rhetorical or discourse theory.**ETC 616 Internship in Technical Communication Credits: 3****Typically Offered:** Fall, Spring.**Course Description:** Practical application of technical and organizational communication skills in a professional setting; correlates academic preparation with on-site professional experience (thirty clock hours of work for each hour of credit). Writing or design projects developed in the course may be tested and used in the thesis project. **Prerequisite(s):** Admission to graduate study at Missouri Western and departmental approval.**ETC 630 Documenting Procedures Credits: 3****Typically Offered:** Spring.**Course Description:** Practice in writing and publishing effective, usable documentation in a wide range of technical documentation forms and publication platforms. Students will write and test instructions and manuals that document procedures and products. The course includes documentation and training for compliance with regulations and best practices through genres such as Standard Operating Procedures (SOPs), training videos, and manuals.**ETC 690 Capstone Project Credits: 1-3****Typically Offered:** Fall, Spring.**Course Description:** Provides direction and support for students during the semester in which they are creating materials for the capstone project in Written Communication. Capstone project must include a portfolio of professional materials and reflective writing and a scholarly paper that reviews major theories in the student's field of study. Student must pass oral exam on the capstone project for credit to be recorded. May be repeated for up to 6 hours. **Prerequisite(s):** Successful completion of at least 27 hours of graduate credit and permission of department.

**ETC 695 Thesis Credits: 1-6****Typically Offered:** Fall, Spring, Summer.**Course Description:** Provides direction and support for students during the semesters in which they are researching and writing their thesis. Thesis must be approved by thesis committee and student must pass oral exam on the thesis for credit to be recorded. May be repeated for up to 9 hours. **Prerequisite(s):** Successful completion of at least 18 hours of graduate credit and permission of department.

## General Business (GBA)

**GBA 633 Managerial Communication Credits: 3****Typically Offered:** Fall.**Course Description:** This course emphasizes the importance of interpersonal relations and professional presentation skills. Organizational communication theories specifically pertaining to management will be covered. A variety of interpersonal communication issues will also be covered.

## Industrial Life Science (ILS)

**ILS 520 Laboratory Safety and Management Credits: 3****Typically Offered:** Spring (even-numbered years).**Course Description:** Covering chemical safety, biological safety, chemical management, risk management, industrial toxicology, industrial hygiene, best practices, chemical compatibility, and regulatory controls and compliance. **Prerequisite(s):** Graduate standing in MAS ILS program.**ILS 530 Principles of Quality Assurance Credits: 3****Typically Offered:** Fall (even-numbered years).**Course Description:** Covering Good Laboratory Practices (GLP), Good Manufacturing Practices (GMP), quality control, process monitoring and control, statistical methods, record keeping, and regulatory compliance. **Prerequisite(s):** Graduate standing in MAS ILS program.**ILS 640 Principles of Industrial Scale-up and Production Credits: 3****Typically Offered:** Fall (odd-numbered years).**Course Description:** Topics include industrial chemical and biotechnology processes and process scale up, catalysis, process monitoring, green chemistry, and industrial scale preparations. **Prerequisite(s):** Graduate standing in MAS ILS program.**ILS 680 Intellectual Property in the Scientific Setting Credits: 2****Typically Offered:** Spring (odd-numbered years).**Course Description:** Physical limitations to present technologies will be examined along with the use of chemistry and biology to identify potential opportunities for new venture creation. The course will provide experience in using life sciences for the identification of incremental improvements and as the basis for alternative technologies. A proposal for a new business venture with applications in the life sciences will be required. Case studies will be used to illustrate recent commercially successful (and unsuccessful) ventures, and the associated characteristics for success. **Prerequisite(s):** Graduate standing in MAS ILS program.

## Information Management (MIM)

**MIM 502 Business Process Integration Credits: 3****Typically Offered:** Departmental Discretion.**Course Description:** This course will examine how business processes are integrated in SAP. After looking at Enterprise Systems, processes including Financial Accounting, Cost Accounting, Procurement, Sales, Production and Planning, Warehouse Management, and Material Planning will be discussed and explored in SAP. For each module, the organizational data needed, master data necessary, key concepts, business processes, and reporting are the main chapter topics. How the modules are integrated in SAP is discussed.**MIM 603 SDLC Analysis and Design Credits: 3****Typically Offered:** Fall.**Course Description:** This course provides a detailed examination of systems analysis and design. Emphasis is placed on the Systems Development Life Cycle (SDLC) tools and techniques that a project leader and systems analyst would use to analyze, design, and document an information system including an Enterprise Applications implementation with different approaches. The course will also emphasize the importance of various skills, which the systems analyst should possess, including: communication, problem solving and risk assessment. Team-oriented projects and cases are utilized to aid in understanding how systems concepts are developed in the business world.**MIM 613 ERP Fundamentals Credits: 3****Typically Offered:** Fall.**Course Description:** Basic understanding of business process through both discussion and hands on activities in ERP software. Concepts discussed to include why a company would implement ERP software, what it means to a company to implement ERP, change management, successes and failures will both be discussed. Students will use ERP software in basic business processes including sales, procurement, and production.**MIM 623 ERP Configuration Credits: 3****Typically Offered:** Spring.**Course Description:** Configuration using ERP software. Configuration is discussed in this course. Students setup their own organizational structures for their company and then test their companies through completing basic business processes. An added dimension includes integrating companies together to complete business processes. **Prerequisite(s):** MIM 613.**MIM 633 Business Intelligence and Analytics Credits: 3****Typically Offered:** Spring.**Course Description:** The focus on this course is on analyzing data by utilizing techniques such as building data cubes and data mining to perform predictive analysis to answer the question why did something happen and what will happen if it continues to happen in the future. Databases and spreadsheet skills will be utilized in this course.**MIM 643 Supply Chain and Customer Relationship Management****Credits: 3****Typically Offered:** Fall.**Course Description:** APICS Standard Planning Framework is discussed and then applied with Enterprise Applications (EA) software. Time series forecasting, sales and operations planning, master scheduling, material requirements planning, capacity planning, and the purchasing cycle are covered in the course. Customer Relationship Management concepts are discussed and then applied with EA software.



**MIM 653 Systems Project Management Credits: 3****Typically Offered:** Fall.

**Course Description:** This course will present project management techniques, potential problems, and overall decision-making associated with the System Development Life Cycle (SDLC) and software development projects. Specific topics will address planning, organizing, scheduling, and controlling information technology projects, current tools and techniques, and the roles and responsibilities of project managers. SAP project management software will be used.

**MIM 663 e-Commerce and Mobile Platforms Credits: 3****Typically Offered:** Fall.

**Course Description:** This course explores the role of information and communication technology in the conduct of business activities via the Internet and mobile technologies. **Prerequisite(s):** Credit or concurrent enrollment in MIM 613.

**MIM 673 EA Technology Credits: 3****Typically Offered:** Spring (even-numbered years).

**Course Description:** Technology utilized in the behind the scenes applications of Enterprise Technologies will be explored in this course. The rapidly changing topics will include areas such as system security and documenting and customizing modules properly so that enhancements can be applied in a timely fashion. **Prerequisite(s):** MIM 633.

**MIM 680 Internship Experience Credits: 1-6****Typically Offered:** Departmental Discretion.

**Course Description:** Internship experience in industry to supplement the MIM curriculum. This course does not count toward the MIM degree requirements. May be repeated for credit.

**MIM 683 Strategic Information Systems Credits: 3****Typically Offered:** Spring (odd-numbered years).

**Course Description:** A high level approach will be utilized in this course to examine how information systems in general and ERP systems in particular are strategic information systems. Cases and industry contacts will be utilized to examine how different companies have had both successes and eventual successes with their implementations.

**MIM 692 Special Topics in ERP Credits: 3****Typically Offered:** Departmental Discretion.

**Course Description:** As Enterprise Applications special topics are developed, they can be taught under this course so that we can be agile and offer the material as soon as possible.

**MIM 693 SAP TERP 10 Certification Credits: 3****Typically Offered:** Summer.

**Course Description:** The objective of this course is to prepare students to take the TERP 10 certification exam offered by SAP. Emphasis is placed on data needs and understanding complex organizational structures.

Note: This is a course that is dictated by SAP as to how it is offered. It is offered two weeks; Monday through Friday from 8:00 to 5:00 with the 3 hour certification exam given the last Friday in the morning. Materials are provided in paper form only from SAP to be copied at the students' expense. Students also pay for the exam; approximately \$300.00.

**Prerequisite(s):** MIM 623.

## Management (MGT)

**MGT 603 Organizational Theory Credits: 3****Typically Offered:** Fall.

**Course Description:** This course focuses on the organizational level of analysis and how the organization relates to the individuals and departments within the organization as well as other organizations in the community or industry. It analyzes the whole organization as a unit that provides the context in which organizational behavior occurs. This course does not count toward MBA requirements.

**MGT 604 Organizational Behavior Management Credits: 3****Typically Offered:** Fall, Spring, Summer.

**Course Description:** This course will provide an overview of contemporary research and practice in the field of Organizational Behavior Management (OBM). Students will study individual-level theories of human behavior (e.g., self-efficacy, perception, motivation, attitudes, personality, and stress) in organizational settings. Additionally, students examine the dynamics of organizational behavior such as motivation, group dynamics, leadership, performance management, decision making, power and politics.

**MGT 633 Contemporary Issues in Management Credits: 3****Typically Offered:** Spring.

**Course Description:** Discussion of contemporary issues in management, including application, development and study of relevant cases and research findings. **Prerequisite(s):** B.S. in Business or MGT Competency exam or MGT 603.

**MGT 695 Applied Strategic Management Credits: 3****Typically Offered:** Fall, Spring.

**Course Description:** Preparation of individual plan for idea development to solicit funding from internal or external sources; professional development factors including project management and leadership.

**Prerequisite(s):** Completion or concurrent with all core courses in the MBA program; within 12 credit hours of completing degree.

## Marketing (MKT)

**MKT 605 Strategic Marketing Credits: 3****Typically Offered:** Fall, Spring.

**Course Description:** Examines the extension of corporate mission, image, and goals into the marketing arena. Utilization of marketing principles and advanced techniques in the development of marketing strategies and policies. Discussions of marketing concepts and their applications to marketing cases. This course does not count toward MBA requirements.

**Prerequisite(s):** Graduate standing.**MKT 633 Applied Strategic Marketing Credits: 3****Typically Offered:** Fall.

**Course Description:** A strategic approach to a firm's activities from the point of view of the marketing function. This course focuses on traditional and contemporary strategic marketing concepts in a dynamic business environment. **Prerequisite(s):** B.S. in Business or MKT Competency exam or MKT 605.

## Mathematics (MAT)

### **MAT 609 Technical Analysis for Decision Making Credits: 3**

**Typically Offered:** Spring.

**Course Description:** Exploration of the role of data analysis and statistical analysis in the decision-making process. In particular, the application database concepts and analysis of large-scale database projects, as well as the application of estimation procedures, tests of hypotheses, analysis of variance and linear regression will be examined.

## Nursing (NUR)

### **NUR 501 Foundations for Nursing Leadership Credits: 3**

**Typically Offered:** Fall.

**Course Description:** Historical, contemporary and evolving theories and concepts from nursing and related disciplines provide the framework for examination of nursing leadership in a variety of settings.

### **NUR 502 Advanced Health Assessment and Health Promotion Credits: 3**

**Typically Offered:** Fall.

**Course Description:** This course focuses on detailed health history taking, advanced physical assessment skills with an emphasis on clinical reasoning.

### **NUR 503 Advanced Pathopharmacology Credits: 3**

**Typically Offered:** Spring.

**Course Description:** This course focuses on integration of advanced concepts of pathophysiology and related pharmacologic interventions across the lifespan.

### **NUR 504 Professional Role Development for Nursing Leaders Credits: 3**

**Typically Offered:** Spring.

**Course Description:** Role theory provides the integrative foundation for professional nursing leadership at the individual, interpersonal, organizational and societal levels. Roles are explored in relation to standards-based practice with an emphasis on human resource management and workforce development.

### **NUR 505 Nursing Seminar I Credits: 1**

**Typically Offered:** Fall.

**Course Description:** This seminar supports orientation to the graduate curriculum and related knowledge, skills and competencies that will be integrated throughout the program.

### **NUR 506 Health Care Policy, Organization, and Financing Credits: 3**

**Typically Offered:** Spring.

**Course Description:** Foundational knowledge of U.S. health care delivery and financing system, with an emphasis on the role of health care leaders in advocating for health policies that reflect professional nursing values.

### **NUR 507 Statistics for Decision Support Credits: 3**

**Typically Offered:** Fall.

**Course Description:** An examination of statistics with a practical application to healthcare data management and decision support. Emphasis on quantitative research methods as a foundation for evidence-based health care decision-making. Completion of an undergraduate statistics course and a minimum working knowledge of basic Excel or SPSS functions prior to taking this course are recommended.

### **NUR 606 Informatics for Decision Support Credits: 3**

**Typically Offered:** Fall, Spring.

**Course Description:** Integration of concepts from nursing, computer and information science to assist the students in the management, communication and assimilation of data necessary for informed clinical decision making. Students will gain experience in information process, structures and technologies to promote quality outcomes.

### **NUR 607 Leadership in Financial Management Credits: 3**

**Typically Offered:** Fall.

**Course Description:** Financial management concepts and language are presented to prepare the nurse leader for collegial relationships with financial managers and other executives in health care organizations and setting to support attainment of optimal health care outcomes using fiscally sound management principles.

### **NUR 608 Curriculum and Program Development Credits: 3**

**Typically Offered:** Fall.

**Course Description:** The philosophical foundations, principles & issues involved in curriculum & program development are explored. Curriculum designs, frameworks, implementation and program outcomes are considered in view of contemporary forces and issues in nursing education.

### **NUR 610 Instructional and Evaluation Strategies Credits: 3**

**Typically Offered:** Spring.

**Course Description:** An integrated approach to traditional and innovative instructional and evaluation strategies for classroom, simulation lab and clinical practice is explored.

### **NUR 616 Research for Evidence-Based Nursing Leadership Credits: 3**

**Typically Offered:** Spring.

**Course Description:** This course focuses on elements of rigorous research approaches including analyzing and interpreting study outcomes. Theory, researchable practice problems, research methods, as well as ethical consideration are examined.

### **NUR 618 Health Promotion and Disease Prevention in Diverse Populations Credits: 3**

**Typically Offered:** Spring.

**Course Description:** Various health promotion and prevention strategies across the lifespan are reviewed. Emphasis is on health program planning, implementation and evaluation of nursing health care initiatives.

### **NUR 624 Nursing Seminar II Credits: 1**

**Typically Offered:** Fall.

**Course Description:** This seminar supports the preparatory phase for the Internship experience. **Prerequisite(s):** MSN Program Director approval.

### **NUR 650 Nurse Leader Internship Credits: 1-4**

**Typically Offered:** Fall, Spring, Summer.

**Course Description:** Synthesize and apply knowledge and experience from graduate courses to enhance preparation for advanced leadership. **Prerequisite(s):** NUR 624 and MSN Program Director approval.

## Psychology (PSY)

### **PSY 500 Psychological Testing and Assessment Credits: 3**

**Typically Offered:** Spring.

**Course Description:** Basic principles of tests, measurements, and assessment. Detailed study and evaluation of some of the most useful and meaningful person assessment techniques. Professional and ethical standards as well as social issues related to testing.

**PSY 515 Applied Univariate and Multivariate Statistics Credits: 3****Typically Offered:** Departmental Discretion.**Course Description:** Statistical procedures applied to behavioral research; focuses on the integration of the use of computers for data collection, analysis, and presentation.**PSY 550 Graduate Research Credits: 1-5****Typically Offered:** Fall, Spring, Summer.**Course Description:** Graduate Research.**PSY 590 Human Factors Theory and Methods Credits: 3****Typically Offered:** Fall.**Course Description:** The fundamental principles of Human Factors theory and evaluation methods. This course covers human performance in system design, perception, attention, displays, communication, selection of action, spatial cognition, haptic control, signal detection, judgment and decision making in system design, workload, situation awareness, operator stress, automation, and related topics. **Prerequisite(s):** Admission to the Psychology Major or MAS in Human Factors and Usability Testing program.**PSY 600 User Experience Principles Credits: 3****Typically Offered:** Fall.**Course Description:** The fundamental principles and theoretical bases of human computer interaction from a cross disciplinary perspective. This course covers the history of human computer interaction, the evolution of methodologies, and the current best practices.**PSY 610 User Experience Lab Credits: 3****Typically Offered:** Spring.**Course Description:** User Experience (UX) as it applies in professional practice, including current development practices, current tools, and current design processes and related topics. **Prerequisite(s):** PSY 600.**PSY 680 Internship Credits: 1-4****Typically Offered:** Fall, Spring.**Course Description:** Develops and applies skills and then work with professional development teams in a career work experience. May be repeated up to 4 credit hours.**PSY 692 Designing User Experiences Lab Credits: 1-6****Typically Offered:** .**Course Description:** Current professional practices in User Experience, Interaction Design, Human Factors, and related topics.**PSY 693 Seminar in Human Centered Design I Credits: 1****Typically Offered:** Fall.**Course Description:** This course is the first of two one credit seminars students take in the Human Factors and Usability Testing option. The goal is to facilitate discussion of general trends in Human Factors, share experiences from internships, and discuss current research in the area. **Prerequisite(s):** Admission to the Human Factors Program.**PSY 695 Thesis Credits: 1-4****Typically Offered:** Fall, Spring.**Course Description:** Graduate level research in Human Factors/Usability/ Human Computer Interaction which culminates in a Master's level thesis. May be repeated up to 4 credit hours.

## Sport and Fitness Management (SFM)

**SFM 525 Legal Aspects of Sport and Fitness Credits: 3****Typically Offered:** Fall.**Course Description:** To assist each student in understanding legal issues related to the fields of sport and fitness management.**SFM 542 Facilities and Design Management Credits: 3****Typically Offered:** Spring.**Course Description:** Explores problems, principles, and techniques of management, design, and operation of general park, recreation, and sport facilities. Course will emphasize sustainable techniques for design and management of facilities, including issues such as alternative energy sources and environmentally friendly practices.**SFM 610 Leadership and Effectiveness in Sport and Fitness****Management Credits: 3****Typically Offered:** Spring.**Course Description:** This course will provide application for the development of the skills necessary to be an effective and efficient leader regarding communication, motivation and decision making. An overview of the diverse leadership opportunities within the sports and fitness industry, keys to success and techniques for business development will be examined.**SFM 630 Internship Credits: 3****Typically Offered:** Departmental Discretion.**Course Description:** This course will provide the student with applied learning experiences in such areas of management, supervision, and organizational leadership in a variety of different sport and fitness settings.**SFM 650 Independent Study Credits: 3****Typically Offered:** Departmental Discretion.**Course Description:** This course is an individualized in-depth study of a subject in which the student is particularly interested in. The student investigate a research problem, project, or topic on an individual basis.**SFM 651 Research Methods Credits: 3****Typically Offered:** Fall.**Course Description:** This course will cover the fundamental tools of research, providing students with the skills to be able to engage in the process of graduate level research within the field. Various types of research process of scientific inquiry and critical analysis of research will be covered throughout the course. Topic selection and development of a research proposal will also be part of this course. **Prerequisite(s):** Graduate status within the program.**SFM 655 Thesis Credits: 1-6****Typically Offered:** Spring.**Course Description:** The thesis project is designed to enable students to choose a thesis topic with the consent of the student's thesis faculty director, implement the topic research design and produce a master's degree thesis suitable for publication.**SFM 680 Practicum in Sport and Fitness Credits: 3****Typically Offered:** Summer.**Course Description:** This course is designed to provide students with applied learning experiences at the Kansas City Chief's summer training camp/sport & fitness agency in order to utilize competencies learned in the classroom and embrace a deeper conceptual view of intended professional aspirations. This course may not be substituted for other required courses in the student's Sport and Fitness Management option area.

## Teaching Second Language (TSL)

### TSL 559 Policy, Curriculum and Instruction for ELLs Credits: 3

**Typically Offered:** Fall.

**Course Description:** Exploration of the legal requirements for providing services to ELLs, as well as the advocacy, political, and instructional issues related to curriculum development and program management. Students will examine best practices for delivering services to ELLs with diverse needs.

### TSL 560 Methods of Teaching ELLs Credits: 3

**Typically Offered:** Spring.

**Course Description:** This course provides an overview of the theoretical foundations and applications of language instruction approaches, methods, and techniques that are effective in the classroom. It will focus on interactive and communicative language teaching methods as well as specific strategies for students and English language learners (ELL) in mainstream classrooms. This course is the foundation course for the TESOL Option and is a prerequisite for all other courses in the Option. However, this course can be taken concurrently with any other course in the TESOL Option.

### TSL 561 Second Language Acquisition Credits: 3

**Typically Offered:** Spring.

**Course Description:** This course includes a study of the theories of first and second language acquisition specifically as related to the teaching of English as a second language and foreign languages. Subtopics of this area of study include: bilingualism, cognitive styles, communicative styles, personality factors, socio-cultural differences among learners, learning theory, models of language acquisition, strategies used by adults and children in acquiring second or third language and the application of these factors to TESOL and foreign language learning situations.

**Prerequisite(s):** A grade of C or higher in TSL 560.

### TSL 562 Materials and Assessments for ELLs Credits: 3

**Typically Offered:** Spring.

**Course Description:** Advanced course in the analysis and preparation of materials and the basics of test development in the field of ESOL.

**Prerequisite(s):** A grade of C or higher in TSL 560.

### TSL 632 Introduction to Linguistics Credits: 3

**Typically Offered:** Summer.

**Course Description:** This course provides an introduction to linguistics, the scientific study of human language, targeted to language educators. Core theoretical areas surveyed in this course include phonetics, phonology, morphology, syntax, and semantics, as well as interdisciplinary areas such as language acquisition and sociolinguistics. Students will explore how each of these theoretical areas apply to the field of language teaching.

### TSL 663 Research in ELL Credits: 3

**Typically Offered:** Summer.

**Course Description:** This class is designed to challenge students to discover, formulate ideas, and discuss various factors relating to second language acquisition and the successful instruction of second language students. Using approved research techniques and procedures, students will produce a research paper on a topic chosen by them and approved by the instructor. The final paper will be presented to both undergraduate and graduate students enrolled in the program. **Prerequisite(s):** TSL 560 and TSL 561 both with a grade of C or higher.

### TSL 664 Language and Culture Credits: 3

**Typically Offered:** Fall, Spring.

**Course Description:** Focuses on understanding the foundation on which language acquisition, reading, writing, specific instructional technologies, ELL curriculum development, assessment tools and theories, education reform, philosophy of second language instruction, and other topics relevant to instruction function in diverse classroom settings. This course is designed to provide insight into the multiple factors related to teaching second language students in grades K-12. **Prerequisite(s):** TSL 560 with a grade of C or higher, or concurrent enrollment.

### TSL 665 Practicum in ELL: Elementary Credits: 2

**Typically Offered:** Fall, Spring, Summer.

**Course Description:** Students having completed the required courses in the TESOL Option and are seeking the ELL certification will conclude the program of study by working in a classroom/s containing ELL students. The Practicum focuses on peer observation/peer coaching under the supervision of experienced teachers in the context of the ELL or regular classroom setting. **Prerequisite(s):** TSL 559, TSL 560, TSL 561, TSL 562, and TSL 664, each with a grade of C or higher.

### TSL 667 Practicum in ELL: Secondary Credits: 2

**Typically Offered:** Fall, Spring, Summer.

**Course Description:** Students having completed the required courses in the TESOL Option and are seeking the ELL certification will conclude the program of study by working in a classroom/s containing ELL students. The Practicum focuses on peer observation/peer coaching under the supervision of experienced teachers in the context of the ELL or regular classroom setting. **Prerequisite(s):** TSL 559, TSL 560, TSL 561, TSL 562, and TSL 664, each with a grade of C or higher.

# WESTERN INSTITUTE

Dr. Gordon Mapley, Dean & Executive Director  
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 (816) 271-4100

[www.missouriwestern.edu/wi](http://www.missouriwestern.edu/wi) (<http://www.missouriwestern.edu/wi>)

The Western Institute provides varied educational opportunities in a variety of settings. The institute serves adults – including active duty military and veterans - seeking to complete a college degree they began earlier in life, college students attending satellite sites or taking online courses, high school students seeking college credit, business and industry seeking to improve employees' skills and knowledge, adults seeking workplace skills or specific job training, children desiring to expand their skills in art and music, and adults seeking personal enrichment. The Western Institute is also the home for Conferences, the Walter Cronkite Memorial, Scheduling, Study Abroad & Exchange Programs, the Law Enforcement Academy, and the Testing Center. The mission of the Institute is to serve the community through a wide range of educational programs and educational delivery options.

## Credit Courses

The Western Institute provides initial advisement to adults interested in using the Bachelor of Science in Technology (<http://catalog.missouriwestern.edu/undergraduate/interdisciplinary-studies/custom-major-bst>) or the Bachelor of General Studies (<http://catalog.missouriwestern.edu/undergraduate/interdisciplinary-studies/general-studies-bgs>) to complete college degrees begun earlier in life.

The Western Institute sponsors several education programs for off-campus and nontraditional students. These include: online courses, Dual Credit classes (college credit offered in high schools), and upper-division and graduate credit classes in Kansas City.

The Western Institute offers a number of elective courses for college students. A maximum of six (6) credits in continuing education courses, numbered 100 or higher, and bearing the CED prefix, may be applied toward the total requirements required for a Missouri Western degree, but may not be applied toward the academic major.

The Western Institute is home for the MWSU Regional Law Enforcement Academy/Police Officer Standardized Training (P.O.S.T.) program. This program takes approximately 23 weeks and consists of 18 hours of Criminal Justice coursework (12 hours in Fall or Spring Semester, and 6 offered in two mini-semesters). A year-long part-time program is also available. These programs certify participants to become police officers in the state of Missouri. The 18 hours are fully applicable to both Western's associate and baccalaureate degrees in Criminal Justice. In addition, the curriculum includes physical training and health coursework that sufficiently overlaps PED 101 Fitness and Wellness such that cadets are required to enroll in an additional 3 credits for this course. Cadets who already have credit for PED 101 Fitness and Wellness will enroll in a substitute PED course.

Missouri Western State University offers degree programs and coursework at the North Kansas City site located at the Village at Burlington Creek:

6364 North Cosby Ave  
 Kansas City, Missouri 64151  
 (816) 746-1001

This site provides coursework for a Bachelor of Science in Education - Elementary Education. Additional courses are offered at this site.

Also, MSN courses are offered in a blended format (live and video conference) at hospitals in the Kansas City Northland. For information on this program call (816) 271-5845.

## Conferences and Community

The Western Institute is responsible for non-resident and resident conferences, seminars, and special events. Using University facilities, these conferences, seminars and special events serve local, regional and international groups and organizations.

The Western Institute offers training programs for business and industry and other workforce development programs, including re-certification courses. Programs may be customized to meet corporate needs.

The Western Institute is responsible for Artscape, the Griffon Junior Singers, and the Symphonic Youth Orchestra. These programs are designed to engage children in arts activities and to build their appreciation for and skills in the performing and creative arts.

Personal enrichment courses (e.g., photography, sign language, nutrition & weight control) are offered to the community.

## Scheduling Services

Scheduling Services is responsible for oversight of all campus facility usage and reservation and coordination of event support services. Campus facilities may be reserved and used by campus departments and student organizations free of charge (charges may apply for event support services, extensive set-up/tear-down or use of the Fulkerson Center, Griffon Indoor Sports Complex or Spring Sports Complex). Event support services include facility set-up and tear-down, campus dining and audio/visual equipment and support. Information about Scheduling Services may be obtained on-line at [www.missouriwestern.edu/scheduling](http://www.missouriwestern.edu/scheduling). (<http://www.missouriwestern.edu/scheduling>)

Priority for facility usage and governing policies are outlined in the Missouri Western Policy Guide that can be found on-line at [www.missouriwestern.edu/hr](http://www.missouriwestern.edu/hr). (<http://www.missouriwestern.edu/hr>)

## Study Abroad & Exchange Programs

(816) 271-4194  
[www.missouriwestern.edu/studyabroad](http://www.missouriwestern.edu/studyabroad) (<http://www.missouriwestern.edu/studyabroad>)

The Office of Study Abroad and Exchange Programs exists to offer Missouri Western students the opportunity to enrich their educational experience by studying away from the St. Joseph campus. This is achieved through institutional affiliation with several international universities and domestic organizations that provide study abroad and exchange opportunities around the world. In addition, the Office of Study Abroad and Exchange Programs sponsors several study abroad opportunities each year that are taught by Missouri Western faculty. Study abroad and exchange programs vary in length, but can last as little as a few days or extend to an entire academic year.

Students wishing to participate in a study abroad or an exchange program are encouraged to contact the Office of Study Abroad and Exchange Programs in Spratt 105. The email address is [studyaway@missouriwestern.edu](mailto:studyaway@missouriwestern.edu). ([studyaway@missouriwestern.edu](mailto:studyaway@missouriwestern.edu))

**INT 100 International Study-Lower Division Credits: 1-12**

**Typically Offered:** Departmental Discretion.

**Course Description:** Students studying in a semester abroad or exchange program recognized by Missouri Western State University may receive INT 100 credit if hours taken off campus are equivalent to a Western lower level course. By enrolling in INT 100, the students maintains MWSU enrollment and upon return to the campus facilitates the translation of courses taken abroad into Western credit. All credits received in INT 100 are subject to the pre-approval of the Director of Study Abroad and Exchange Programs.

**INT 200 International Study-Cultural Experience Credits: 1-12**

**Typically Offered:** Departmental Discretion.

**Course Description:** Students studying in a semester abroad or exchange program recognized by Missouri Western State University may receive INT 200 credit if hours have no equivalent in Missouri Western's curriculum. INT 200 allows credit for a cultural experience for which there is no MWSU equivalent. By enrolling in INT 200, the student maintains MWSU enrollment and upon return to the campus facilitates the translation of courses taken abroad into Western credit. All credits received in INT 200 are subject to the pre-approval of the Director of Study Abroad and Exchange Programs.

**INT 300 International Study-Upper Division Credits: 1-12**

**Typically Offered:** Departmental Discretion.

**Course Description:** Students studying in a semester abroad or exchange program recognized by Missouri Western State University may receive INT 300 credit if hours taken off campus are equivalent to upper division Missouri Western courses. By enrolling in INT 300, the student maintains MWSU enrollment and upon return to the campus facilitates the translation of courses taken abroad into Western credit. All credits received in INT 300 are subject to the pre-approval of the Director of Study Abroad and Exchange Programs.

## Testing Center

The Testing Center is responsible for standardized tests offered to University students, prospective students and to community residents; and monitors testing for students and community residents whose exams need to be proctored. Visit [www.missouriwestern.edu/testing](http://www.missouriwestern.edu/testing) (<http://www.missouriwestern.edu/testing>) for more information.

## CED Tuition and Fees

Tuition for continuing education classes are divided into two categories: credit and noncredit courses. Most credit courses carry the same tuition and fees as regular Missouri Western courses. Non-credit course fees are based on the expense to offer each course.

**Refund Policy:** The refund policy for credit classes is the same as other credit courses at MWSU. Noncredit students may receive a full refund on noncredit Institute classes, if notification is received one week prior to the first class period or if the class is cancelled. After the first class meeting, but prior to the second class session, students may receive a 50% refund (minus a \$5 administrative charge) if it is requested in writing. No refunds will be made after the second scheduled class meeting.

## Walter Cronkite Memorial

Since St. Joseph, Mo., is both the birthplace of Walter Cronkite and the home of Missouri Western State University, the university established the Walter Cronkite Memorial in 2013 as a tribute to the St. Joseph native - [www.missouriwestern.edu/wcm](http://www.missouriwestern.edu/wcm) (<http://www.missouriwestern.edu/wcm>). The memorial, which continues to expand in size and scope, currently occupies 6,000 square feet in the Spratt Hall Atrium. The

memorial includes images, videos and memorabilia from Cronkite's life and the many events he covered as a journalist. Additionally, the University created two original multimedia productions to honor Cronkite. These plays are periodically performed live at the memorial; recorded versions also are shown for visitors.

A central feature of the Walter Cronkite Memorial is a 9' X 21' work of art that includes 39 images of world and national news events reported by Cronkite. An interactive kiosk enables visitors to bring these images to life via video clips of actual news broadcasts, Cronkite's reflections and summaries of the historical significance of the events.

The memorial includes a replica of the newsroom from which Cronkite broadcast the news during the 1960s-1970s. Tours can be arranged calling (816) 271-4100.

# UNIVERSITY GOVERNANCE

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## University Cabinet

**Dr. Robert A. Vartabedian**, *President*

**Dr. Doug Davenport**, *Interim Provost and Vice President for Academic Affairs*

**Dr. Cale Fessler**, *Vice President for Financial Planning & Administration*

**Shana Meyer**, *Vice President for Student Affairs*

**Jerry Pickman**, *Vice President for University Advancement and Executive Director of University Foundation*

**Josh Looney**, *Director of Athletics*

**Brandt Shields**, *Director of External Relations*

**Jomel Nichols**, *Director, Public Relations and Marketing*

**Kim Sigrist**, *Executive Associate to the President*

## Board of Governors

**David Liechti** (term expires October 29, 2019)  
*Appointed by Governor Jay Nixon, March 2014*

**Brigadier General Gregory Mason, MOARNG, Retired** (term expires October 29, 2018)  
*Appointed by Governor Jay Nixon, December 2012*

**Alfred Purcell** (term expires October 29, 2018)  
*Appointed by Governor Jay Nixon, December 2012*

**Debbie Smith** (term expires October 29, 2020)  
*Appointed by Governor Jay Nixon, November 2015*

**Joseph Kellogg (Student Governor)** (term expires December 31, 2017)  
*Appointed by Governor Jay Nixon, May 2016*

# UNIVERSITY ACCREDITATIONS & APPROVALS

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Missouri Western State University is accredited by the Higher Learning Commission (HLC). For information about HLC Accreditation, contact:

The Higher Learning Commission  
30 North La Salle Street, Suite 2400  
Chicago, IL 60602-2504  
Telephone (800) 621-7440  
[www.hlcommission.org](http://www.hlcommission.org) (<http://www.hlcommission.org>)

In addition, Missouri Western has earned the following specialized accreditations:

- Commission on Collegiate Nursing Education (CCNE) – Nursing: MSN

## Program Affiliation

- Professional Science Masters – Chemistry: MAS,

## Campus Locations

Higher Learning Commission approved locations include:

- Missouri Western State University main campus located at:  
4525 Downs Drive  
St. Joseph, MO 64507  
(816) 271-4200
- MWSU Northlands campus located at:  
6364 N Cosby Avenue  
Kansas City, MO 64151  
(816) 746-1001



# ALUMNI & FOUNDATION

## Foundation

The Missouri Western State University Foundation was established in 1969 as an independent entity to promote private giving to help the University move into the forefront of public higher education. The Foundation encourages, holds, invests and disburses private gifts of cash, securities, appreciated assets and personal property, all toward the goal of providing services, programs and facilities that strengthen the mission of the University.

Donations and gifts may be unrestricted or restricted to target specific interests of the University including scholarships, awards, equipment grants, program funding and capital improvements or may be unrestricted to assist with the future needs that meet the goals of the institution.

Major gifts to the Foundation have contributed substantially toward the growth of the University and its continuous goal of excellence in such projects as the Fulkerson Center, Spratt Memorial Stadium, Victory Plaza, improvements to the Hearnes Center, Leah Spratt Hall, the Glenn E. Marion Memorial Clock Tower, the University Plaza, Kelley Commons, the Walter Cronkite Memorial, and the Agenstein/Remington Halls project, and the establishment of the Craig School of Business & Technology.

Capital campaigns allow the Foundation to secure private sector resources to perpetuate the distinctive values and contributions of Missouri Western State University. Funding for the Agenstein Hall renovation and construction of Remington Hall were part of Missouri Western's previous capital campaign, Achieving Greatness. The Foundation is currently raising funds for facilities, endowments and programming as part of the Centennial Capital Campaign, which went public in January 2015.

The Missouri Western Foundation is a tax-exempt corporation; therefore, gifts made through it are tax deductible as appropriate. Its activities are directed by an independent, volunteer board that works closely with the University administration to identify needs and allocate funds.

## The Missouri Western Alumni Association

The Missouri Western Alumni Association was established in 1970 to advance the educational interests of the University. The Association provides opportunities for alumni to stay connected to Missouri Western and offers student scholarships each year.

The Alumni Association hosts Homecoming activities and reunions, Commencement receptions for graduates and their families, as well as the Forever Griffons Luncheon, which celebrates graduates of 40 years or more. The Alumni Association coordinates as many as 40 activities throughout the year through its regional chapters – St. Joseph, Kansas City and St. Louis – and its alumni networks – Future Griffons (a family-focused group), the Craig School of Business and Technology Alumni Network, Black Alumni Network, Griffon Band Alumni and Forever Griffons.

During Homecoming week, the Association recognizes outstanding alumni, a current faculty member and a University supporter at its annual banquet. Nominations for the awards may be submitted year round on the University website. Distinguished alumni include Esther George '80, president of the Federal Reserve Bank of Kansas City, Bill Snyder '59, Kansas State head football coach, Charles Bruffy '81, multiple Grammy

Award winner conductor of the Kansas City Chorus, and Cheri Kempf '85, softball analyst for ESPN and commissioner of National Pro Fastpitch.

The Association serves more than 29,000 Missouri Western alumni who reside in all 50 states as well as several foreign countries and territories. A list of alumni events and activities can be found at [www.missouriwestern.edu/alumni/events](http://www.missouriwestern.edu/alumni/events) (<http://www.missouriwestern.edu/alumni/events>).

## Missouri Western Ambassadors

The Missouri Western State University Ambassadors is comprised of community and campus members who are interested in the University and what it offers to the community at large. The Ambassadors serve as a bridge between the campus and community.

Through their activities, they make St. Joseph and surrounding communities aware of the educational, cultural and financial benefits of Missouri Western. The major focus of the Ambassadors is to raise funds for scholarships for nontraditional students. Their fundraiser, Night at the Ritz, is held every spring, and three luncheon/meetings are held every year. For more information call (816) 271-5920.

# GRADUATE FACULTY

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## A

**Kaye Adkins** (1999) Professor, English & Modern Languages Department. B.S., Pittsburg State University; M.A., Ph.D., University of Kansas.

## B

**Jason Baker** (2000) Professor, Biology Department. B.S., Ph.D., Kansas State University.

**Julie Baldwin** (2004) Associate Professor, School of Nursing & Health Professions. A.S.N., Riverside Community College; B.S.N., California State University-Fullerton; M.S.N., University of Missouri-Kansas City; DNP, Indiana Wesleyan University.

**Csengele Barta** (2012) Associate Professor, Biology Department. B.S., Babes-Bolyai University; M.S., Biological Research Center of the Hungarian Academy of Sciences; Ph.D., University of Szeged.

**Susan Bashinski** (2013) Professor, Education Department. B.S., M.Ed., University of Missouri-Columbia; Ed.D., University of Kansas.

**Stacia Bensyl** (1991) Chairperson and Professor, English & Modern Languages Department. B.S.Ed., Northwest Missouri State University; M.A., University College Dublin; Ph.D., University of Nebraska-Lincoln.

**Robert Bergland** (1997) Professor, Communication & Journalism Department. B.A., Millikin University; M.A., Ph.D., Purdue University.

**Evelyn Brooks** (1995) Professor, School of Nursing & Health Professions. B.S.N., Fort Hays State University; M.S.N., Wichita State University; Ph.D., University of Kansas.

## C

**Michael Cadden** (1996) Professor, English & Modern Languages Department. B.A., B.A., M.A., Virginia Polytechnic Institute and State University; D.A., Illinois State University.

**Benjamin Caldwell** (1998) Professor, Chemistry Department. B.Sc., Randolph-Macon College; Ph.D., University of Virginia.

**Elizabeth Canon** (2015) Assistant Professor, English & Modern Languages Department. B.A., University of Florida; Ph.D., University of Georgia.

**James Carviou** (2013) Assistant Professor, Communication & Journalism Department. B.A., M.A., University of Wisconsin-Milwaukee; Ph.D., University of Iowa.

**Michael Charlton** (2008) Associate Professor, English & Modern Languages Department. B.A., M.A., Ph.D., University of Oklahoma.

**Cary Chevalier** (1996) Professor, Biology Department. B.S., M.S., Arizona State University; Ph.D., University of California.

**Cheng-Huei Chiao** (2007) Associate Professor, Craig School of Business. B.S., M.S., National Chung-Hsing University; Ph.D., University of Wisconsin-Milwaukee.

**Hong Choi** (2007) Professor, Health, Physical Education & Recreation Department. B.A., Yon Sei University; M.S., United States Sports Academy; Ph.D., Oklahoma State University.

**Brian Cronk** (2012) Chairperson and Professor, Psychology Department. B.S., University of Wisconsin-Madison; M.A., Bradley University; Ph.D., University of Wisconsin-Milwaukee.

## D

**Regan Dodd** (2012) Associate Professor, Health, Physical Education & Recreation Department. B.S., M.S.E., Northwest Missouri State University; M.B.A., Baker University; Ph.D., University of Kansas.

**Dawn Drake** (2012) Associate Professor, History & Geography Department. B.S., Indiana University of Pennsylvania; M.S., University of Delaware; Ph.D., University of Tennessee.

**Michael Ducey** (2001) Chairperson and Professor, Chemistry Department. B.S., University of Kansas; Ph.D., University of Michigan.

## E

**Todd Eckdahl** (1993) Chairperson and Professor, Biology Department. B.S., University of Minnesota-Duluth; Ph.D., Purdue University.

**Benjamin England** (2014) Assistant Professor, Psychology Department. B.A., Western Connecticut State University; M.A., Ph.D., Texas Tech University.

## G

**Carissa Ganong** (2016) Assistant Professor, Biology Department. B.S., Mansfield University; M.S., University of Central Arkansas; Ph.D., University of Georgia.

**Nathan Gay** (2014) Assistant Professor, Music Department. B.A., Missouri State University; M.M., D.M.A., University of Missouri-Kansas City Conservatory of Music and Dance.

**Jacklyn Gentry** (2018) Assistant Professor, School of Nursing & Health Professions. B.S.N., Ed.D., University of Arkansas; M.S.N., University of Phoenix.

**Michael Grantham** (2016) Assistant Professor, Biology Department. B.S., Emporia State University; Ph.D., Louisiana State University.

**Beth Gregory** (2016) Assistant Professor, Education Department. B.S.E., M.S., Northwest Missouri State University; Ed.D., University of Missouri.

**Konrad Gunderson** (2000) Associate Professor, Craig School of Business. B.A., Luther College; M.S., University of Wisconsin-Madison; Ph.D., University of Nebraska-Lincoln.

## H

**Reza Hamzaee** (1984) Professor, Economics, Political Science & Sociology Department. B.S., National University of Iran; M.A., University of California-Santa Barbara; Ph.D., Arizona State University.

**Crystal Harris** (1999) Associate Professor, School of Nursing & Health Professions. Nursing Diploma, Saint Luke's Hospital School of Nursing; B.S.N., William Jewell College; M.S.N., University of Kansas; Ph.D., University of Missouri-Kansas City.

**Shawna Harris** (2009) Associate Professor, Communication & Journalism Department. B.S., Southern Utah University; M.A., University of Nevada; Ph.D., University of Georgia.

**Connie Hecker** (2000) Assistant Professor, Computer Science, Mathematics & Physics Department. B.S., Missouri Western State College; M.S., Regis University.

**Kelly Henry** (1999) Professor, Psychology Department. B.S., William Jewell College; M.A., University of Illinois at Urbana-Champaign; Ph.D., University of Illinois at Urbana-Champaign.

**Matthew Hepworth** (2014) Assistant Professor, Art Department. B.A., Eastern Washington University; M.F.A., Savannah College of Art & Design.

**Shauna Hiley** (1997) Professor, Chemistry Department. B.S., Central Missouri State University; Ph.D., University of Wyoming.

**Peter Hriso** (2008) Chairperson and Professor, Art Department. B.S., University of Southern Indiana; M.F.A., The Ohio State University.

## I

**Deborah Irvine** (1994) Professor, Education Department. B.S.E., M.A., Ed.S., Pittsburg State University; Ph.D., University of Kansas.

## J

**Cynthia Jeney** (2000) Professor, English & Modern Languages Department. B.S., Northern Arizona University; M.A., Ph.D., Arizona State University.

**Adrienne Johnson** (2013) Assistant Professor, Education Department. B.A., University of Denver; M.A., National Louis University; Ph.D., University of Kansas.

**Britton Johnson** (2009) Associate Professor, Health, Physical Education & Recreation Department. B.S., Albion College; M.A., Western Michigan University; Ph.D., Walden University.

**Jeremy Jones** (2015) Dean and Assistant Professor, Craig School of Business. B.S., M.B.A., Arkansas State University; Ph.D., University of Mississippi.

## K

**Ali Kamali** (1996) Professor, Economics, Political Science & Sociology Department. B.A., National University of Iran; M.A., University of Detroit; Ph.D., Michigan State University.

**Suzanne Kissock** (2005) Chairperson and Associate Professor, Criminal Justice, Legal Studies & Social Work Department. B.A., St. Louis University; J.D., St. Louis University School of Law.

**Karen Koy** (2008) Associate Professor, Biology Department. B.S., Bowling Green State University; M.S., Indiana University; Ph.D., University of Illinois at Chicago.

**Marianne Kunkel** (2014) Assistant Professor, English & Modern Languages Department. B.A., Auburn University; M.F.A., University of Florida; Ph.D., University of Nebraska-Lincoln.

**Yipkei Kwok** (2015) Assistant Professor, Computer Science, Mathematics & Physics Department. B.S., Hong Kong Baptist University; M.S., California State University; Ph.D., The University of Texas at El Paso.

## L

**Mark Lewis** (2005) Professor, Craig School of Business. B.S., University of Kansas; M.S., Ph.D., Southern Methodist University.

**Gregory Lindsteadt** (2005) Professor, Criminal Justice, Legal Studies & Social Work Department. B.S., University of Nebraska; M.S., Central Missouri State University; Ph.D., Indiana University.

**Steven Lorimor** (1999) Associate Professor, Chemistry Department. B.S., Central Missouri State University; Ph.D., University of Wyoming.

## M

**Dalong Ma** (2014) Assistant Professor, Craig School of Business. B.S., Tianjin University; M.B.A., Ph.D., Shandong University; Ph.D., University of Louisville.

**Susan Martens** (2013) Assistant Professor, English & Modern Languages Department. B.A.E., Wayne State College; M.A., University of South Dakota; Ph.D., University of Nebraska-Lincoln.

**Dana McDaniel** (2015) Assistant Professor, School of Nursing & Health Professions. B.S.N., Missouri Western State University; M.S.N./NP-C, University of Missouri-Kansas City.

**Mark Mills** (2008) Associate Professor, Biology Department. B.S., M.A., University of Nebraska at Omaha; Ph.D., University of Georgia.

**Gaywyn Moore** (2015) Assistant Professor, English & Modern Languages Department. B.A., Washington University; M.A., Ph.D., University of Kansas.

## N

**Robert Nulph** (2013) Chairperson and Associate Professor, Communication & Journalism Department. B.S.E., M.S., Clarion University of Pennsylvania; Ph.D., University of Kansas.

## O

**Linda Oakleaf** (2015) Assistant Professor, Health, Physical Education & Recreation Department. B.S., Western Carolina University; M.S., University of North Carolina-Chapel Hill; Ph.D., North Carolina State University.

**James Okapal** (2005) Chairperson and Professor, Philosophy & Religion Department. B.S., The Ohio State University; M.A., Bowling Green State University; Ph.D., University of Tennessee.

## P

**Elizabeth Potts** (2016) Assistant Professor, Education Department. B.S., M.S., Longwood College, Ph.D., University of Virginia-Charlottesville.

## Q

**Long Qiao** (2009) Associate Professor, Engineering Technology Department. B.S., Xian University of Architecture & Technology; M.S., Texas Tech University; Ph.D., Kansas State University.

**Gretchen Quenstedt-Moe** (2009) Associate Professor, School of Nursing & Health Professions. B.S.N., M.S.N., Ph.D., University of Kansas.

## R

**Jonathan Rhoad** (2006) Professor, Chemistry Department. A.B., William Jewell College; M.S., Ph.D., The Ohio State University.

**William Russell** (2005) Professor, Health, Physical Education & Recreation Department. B.A., Cleveland State University; M.S., Ball State University; Ph.D., University of Missouri-Columbia.

**S**

**Daniel Shepherd** (2014) Chairperson and Associate Professor, Education Department. B.A., Cedarville University; M.Ed., Indiana Wesleyan University; Ed.S., Ed.D., Ball State University).

**Kay Siebler** (2008) Professor, English & Modern Languages Department. B.A., M.A., University of Nebraska-Lincoln; Ph.D., Miami University.

**Kipton Smilie** (2013) Associate Professor, Education Department. B.S.E., Pittsburgh State University; M.A., Ph.D., University of Kansas.

**Montella Smith** (2013) Assistant Professor, Criminal Justice, Legal Studies & Social Work Department. A.A., A.A.S., Community College of Baltimore County; B.A., University of Baltimore; J.D., University of Baltimore School of Law.

**Stanislav Svojanovsky** (2013) Assistant Professor, Chemistry Department. Ing., University of Pardubice; M.S., Western Michigan University; Ph.D., University of Kansas.

**T**

**Shensheng Tang** (2009) Associate Professor, Engineering Technology Department. B.S., Tianjin University; M.S., China Academy of Telecommunications Technology; Ph.D., University of Toledo.

**Prashant Tarun** (2008) Associate Professor, Craig School of Business. B.E., Sardar Patel University; M.S., Ph.D., University of Texas at Arlington.

**Dawn Terrick** (1998) Advanced Instructor, English & Modern Languages Department. B.A., Allegheny College; M.A., Clarion University of Pennsylvania.

**Elizabeth Thorne-Wallington** (2016) Assistant Professor, Education Department. B.A., University of Missouri-Columbia; M.P.A., University of Georgia; Ph.D., Washington University.

**David Tushaus** (1999) Professor, Criminal Justice, Legal Studies & Social Work Department. B.A., University of Missouri-Columbia; M.A., J.D., University of Iowa.

**V**

**Gregory Vecchi** (2016) Assistant Professor, Criminal Justice, Legal Studies & Social Work Department. B.S., Park College; M.S., University of Alabama; Ph.D., Nova Southeastern University.

**W**

**Kristen Walton** (2006) Professor, Biology Department. B.S., Missouri State University; Ph.D., University of North Carolina.

**Gavin Waters** (2006) Professor, Computer Science, Mathematics & Physics Department. B.A., University of Wales; M.S., Ph.D., University of Iowa.

**Kip Wilson** (1990) Associate Professor, Criminal Justice, Legal Studies & Social Work Department. A.S., B.S., Missouri Western State College; M.A., Ed.S., Central Missouri State University.

**Y**

**Baoqiang Yan** (2009) Assistant Professor, Computer Science, Mathematics & Physics Department. B.S., China Youth University for Political Sciences; M.S., Ph.D., University of Mississippi.

**Xiaoqing Yang** (1998) Professor, Engineering Technology Department. B.S., M.S., Zhejiang University; Ph.D., Kansas State University.

**Pi-Ming Yeh** (2008) Associate Professor, School of Nursing & Health Professions. B.S., Taiwan College of Nursing; M.S., Institute of Medicine in Chung-Shan; Ph.D., University of Wisconsin-Milwaukee.

**Kirill Yurov** (2015) Assistant Professor, Craig School of Business. B.A., Far Eastern Federal University; M.S., Eastern Michigan University; Ph.D., University of Illinois at Chicago.

**Z**

**Mei Zhang** (2000) Professor, Communication & Journalism Department. B.A., Hangzhou University; B.A., Fudan University; M.A., Ph.D., University of Pittsburgh.

**Zhao Zhang** (1998) Professor, Engineering Technology Department. B.S., Tsinghua University; M.S., Peking Union Medical College; Ph.D., University of Missouri-Rolla.

**Christine Ziemer** (2012) Associate Professor, Psychology Department. B.A., Lawrence University; Ph.D., University of Iowa.

# EMERITI FACULTY

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## A

**Jerry Anderson**, Professor Emeritus of Music.

**William Andresen**, Professor Emeritus of Biology.

**Leonard Archer**, Professor Emeritus of Chemistry.

**Jerry Aschermann**, Professor Emeritus of Education.

**John Atkinson**, Professor Emeritus of Mathematics.

## B

**James Bargar**, Professor Emeritus of Psychology.

**Denise Bartles**, Professor Emerita of Business.

**George Bishop**, Professor Emeritus of Computer Science.

**Brenda Blessing**, Professor Emerita of Health, Physical Education & Recreation.

**Richard Boutwell**, Professor Emeritus of Biology.

**Carolyn Brose**, Professor Emerita of Nursing.

## C

**Joseph Castellani**, Professor Emeritus of English.

**Richard Crumley**, Professor Emeritus of Biology.

## D

**Jeanne Daffron**, Provost and Professor Emerita of Nursing.

**Marsha Dolan**, Professor Emerita of Health Information Management.

## E

**Nancy Edwards**, Professor Emerita of Education.

**William Eickhorst**, Professor Emeritus of Art.

**Charles Erickson**, Professor Emeritus of Health, Physical Education & Recreation.

**Cordelia Esry**, Professor Emerita of Nursing.

**James Estes**, Professor Emeritus of Art.

**Lee Evinger**, Professor Emeritus of Biology.

## F

**Mary Jane Fields**, Professor Emerita of Education.

**Frances Flanagan**, Professor Emerita of English.

**Harry Force**, Professor Emeritus of Biology.

**M. Lou Fowler**, Professor Emerita of Business.

**M. Jane Frick**, Professor Emerita of English.

## G

**Ruth Galloway**, Professor Emerita of English.

**Mary Jo Gay**, Professor Emerita of Nursing.

**John Gilgun**, Professor Emeritus of English.

**Sue Gille**, Professor Emerita of Nursing.

**F. Matthew Gilmour**, Professor Emeritus of Music.

**James Grechus**, Professor Emeritus of Health, Physical Education & Recreation.

**Bonnie Greene**, Professor Emerita of Health, Physical Education & Recreation.

**Barry Greenwald**, Professor Emeritus of Business.

**Bonnie Gregory**, Professor Emerita of Nursing.

**Steven Greiert**, Professor Emeritus of History.

## H

**Thomas C. Hansen**, Professor Emeritus of Education.

**Jeannie Harmon-Miller**, Professor Emerita of Art.

**Solon Earl Haynes**, Professor Emeritus of Education.

**Achsah M. Heckle**, Professor Emeritus of Chemistry.

**Susan Hinrichs**, Professor Emerita of Computer Science.

**Rosemary Hoffmann**, Professor Emerita of Foreign Languages.

**John T. Hughest**, Professor Emeritus of Art.

## J

**David John**, Professor Emeritus of Mathematics.

**Martin A. Johnson**, Dean Emeritus.

**Ernest Johnston**, Professor Emeritus of Physics.

## K

**Joanne Katz**, Professor Emerita of Criminal Justice.

**Frank Kessler**, Professor Emeritus of Political Science.

**Dale Krueger**, Professor Emeritus of Business.

## L

**Louise Lacy**, Professor Emerita of Humanities & Communications.

**Larry Lambing**, Professor Emeritus of Chemistry.

**Elizabeth Latosi Sawin**, Professor Emerita of English.

**Cathy Lawson**, Professor Emerita of Economics.

**Larry Lawson**, Professor Emeritus of Business.

**Kenneth Lee**, Professor Emeritus of Mathematics.

**Donald Lillie**, Professor Emeritus of Theatre (posthumous).

**James L. Long**, Professor Emeritus of Physical Education.

## **M**

**William G. Mack**, Professor Emeritus of Bands.

**Michael Magoon**, Professor Emeritus of Foreign Languages.

**Don Mahaffy**, Professor Emeritus of Mathematics.

**Michael Mathews**, Professor Emeritus of Music.

**Janet Gorman McCarthy**, President Emerita.

**Christa McCay**, Professor Emerita of English.

**Patrick McLearn**, Professor Emeritus of History.

**Jon Mark Mikkelsen**, Professor Emeritus of Philosophy.

**Jill Miller**, Professor Emerita of Criminal Justice.

**Marian Mitchell**, Professor Emerita of Business.

**Julia Mullican**, Professor Emerita of Psychology.

**C. Phil Mullins**, Professor Emeritus of Philosophy.

## **N**

**G. Barry Nelson**, Professor Emeritus of Engineering Technology.

## **O**

**Kathleen O'Connor**, Professor Emerita of Nursing.

**Gloria Owen-Roddy**, Professor Emerita of English.

## **P**

**Henry Pilgram**, Professor Emeritus of Social Work.

**Richard Porr**, Professor Emeritus of Education.

**Thomas C. Price**, Professor Emeritus of Music.

## **R**

**Thomas Rachow**, Professor Emeritus of Biology.

**Sally Radmacher**, Professor Emerita of Psychology.

**Roberta Riemer**, Professor Emerita of Music.

**Donald Robbins**, Professor Emeritus of Biology.

**Carol Roever**, Professor Emerita of Business.

**Marcia Rogers**, Professor Emerita of Office Information Systems.

**Kenneth Rosenauer**, Professor Emeritus of English.

**John Rushin**, Professor Emeritus of Biology.

## **S**

**Allison Sauls**, Professor Emerita of Art.

**James Scanlon**, President Emeritus.

**Leo Schmitz**, Professor Emeritus of Mathematics.

**Julia Schneider**, Library Director Emerita.

**Richard Schwarz**, Professor Emeritus of Chemistry.

**Ethel H. Shrout**, Professor Emerita of Business.

**Faye Smith**, Professor Emerita of Business.

**Michael Smith**, Professor Emeritus of Education.

**Russell Smith**, Professor Emeritus of Chemistry.

**David Steiniche**, Professor Emeritus of Political Science.

**Keith Stutterheim**, Professor Emeritus of Engineering Technology.

## **T**

**Ann Thorne**, Professor Emerita of English.

## **V**

**Nader Vargha**, Professor Emeritus of Economics.

## **W**

**Phil Wann**, Professor Emeritus of Psychology.

**Jerry Wilkerson**, Professor Emeritus of Mathematics.

**Diana Winston**, Professor Emerita of Education.

**Nannette Wolford**, Professor Emerita of Health, Physical Education & Recreation.

## **Z**

**Gerald Zweerink**, Professor Emeritus of Chemistry.

# UNIVERSITY ADMINISTRATION & STAFF

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## A

**Roger Adams** (2007) HVAC/R Technician, Physical Plant.

**Ryan Addington** (2016) University Police Officer, University Police. A.S., Drury University.

**Bryan Adkins** (2018) Director of Physical Plant, Physical Plant.

**Patti Adkisson** (2012) Administrative Assistant, Academic, Honors Department.

**Jessica Agnew** (2014) Administrative Coordinator, School of Fine Arts. B.A., Southwest Baptist University.

**Greg Andriano** (2006) Senior Systems Analyst/ Programmer, Information Technology Service. A.S., Community College of the Air Force; B.S., Missouri Western State University.

**Ruth Augustin** (2016) Residence Hall Director, Residential Life. B.S., Lynn University.

## B

**Claudia Baer** (2018) Student Employment Coordinator, Career Development Center. B.S., Missouri State University.

**Dawn Baker** (2014) Administrative Assistant, Academic, Communication & Journalism. B.S., Missouri Western State University.

**Marilyn Baker** (2010) Director of Financial Aid, Financial Aid. B.S.B.A., Missouri Western State University.

**Tyler Ball** (2018) University Police Officer, University Police.

**Jay Balsamo** (2003) Carpenter/Cabinet Maker, Physical Plant.

**David Barnes** (2001) Custodian (Auxiliary), Physical Plant.

**Deb Beahler** (2006) Custodian, Physical Plant. A.S., Missouri Western State University.

**Shawn Becker** (2015) Head Coach (Women's Tennis), Athletics. B.S., Philadelphia University; M.B.A., Southern New Hampshire University.

**Kim Beckett** (2006) Administrative Support Assistant, Admissions Department.

**Jason Bell** (2002) University Police Officer, University Police.

**Wonda Berry** (1986) Recreation Services/ Facilities Director, Recreation Services. B.S., Missouri Western State University; M.S., Pittsburg State University.

**Henry Blacketer** (2012) Custodian, Physical Plant.

**Annie Bohon** (2012) Custodian, Physical Plant.

**Vincent Bowhay** (2018) Career Development Center Director, Career Development Center. Ed.D., Baker University.

**Susan Bracciano** (1997) Registrar, Registrars Department. B.S.B.A., M.B.A., University of Kansas-Lawrence.

**Jeanna Bridgman** (2018) Custodian (Auxiliary), Physical Plant.

**Dave Brown** (1993) Assistant Dean for Health & Wellness, Counseling Center. B.S., Missouri Western State University; M.A., University of Missouri-Kansas City.

**David Brown** (2018) Assistant Coach (Football), Athletics. B.S., Central Missouri State University; M.S., University of Nevada; M.S., Central Missouri State University.

**Rhonda Brown** (2015) Developmental Math Specialist, CSMP Department. A.S., Anne Arundel County Community College; B.A., University of Maryland Baltimore County; M.Ed., Northwest Missouri State University.

**Ricky Brown** (2000) Applications Programmer, Instructional Media Center. B.S., Missouri Western State University.

**Trevor Brown** (2000) Corporal, University Police, University Police.

**Shelle Browning** (2015) Administrative Coordinator, Physical Plant.

**Angie Brunk** (2015) Information Services Librarian, Library. B.A., Baker University; M.A., Indiana University School of Journalism; M.L.S., Indiana University.

**Elaine Bryant** (1996) Director of Advising, Tutoring, Learning and Academic Support, Student Success. B.S.B.A., Missouri Western State University; M.S., Kansas State University.

**Jimmy Bryant** (1999) Hardware/Software Technician, Information Technology Service. B.S., Missouri Western State University.

**Cathy Bryson** (2008) Collections Specialist, Business Office.

**Nathan Buhman** (2014) Groundskeeper, Physical Plant.

**Jackie Burns** (2009) Librarian Distance Education, Library. B.A., Kansas State University; M.L.S., Emporia State University.

**Maggie Burton** (2016) Assistant Payroll Coordinator/Cashier/Billing Clerk, Business Office.

**Mark Burton** (1995) Senior Hardware/Software Support Technician, Information Technology Service.

**Christa Byer** (2012) Marketing Coordinator, Western Institute. B.F.A., Northwest Missouri State University.

## C

**Benjamin Caldwell** (1998) Dean of Graduate School, Graduate School. B.Sc., Randolph-Macon College; Ph.D., University of Virginia.

**Jennifer Callow** (2014) Assistant Cataloging Librarian, Library. B.S.E., Missouri Western State University; M.A., University of Missouri-Columbia.

**Sabrina Campbell** (2004) Custodian, Physical Plant.

**Greg Carbin** (2014) Head Coach (Strength & Conditioning), Athletics. B.S., M.A.S., Missouri Western State University.

**Marian Carbin** (2009) Head Coach (Volleyball), Athletics. B.S., M.A.S., Missouri Western State University.

**Brandon Card** (2015) Instructional Technologist, Instructional Media Center. B.S., B.S.B.A., Missouri Western State University.

**Blair Carmichael** (2013) Instructional Designer, Instructional Media Center. A.S., Full Sail Center for the Recording Arts; B.S., Walden University.

**Aubry Carpenter** (2016) Public Relations & Marketing Assistant, Public Relations & Marketing. B.A., B.S., Missouri Western State University.

**Angie Caswell** (2007) Administrative Coordinator, Residential Life. A.S., Missouri Western State University.

**Carol Cervera** (2017) Data & Communication Coordinator, Admissions Department. M.S.Ed., The University of Kansas.

**Judy Chambers** (1995) Graduate Records Coordinator, Registrars Department.

**Fumi Cheever** (2015) Assistant Director of International Recruitment & Student Services, International Student Affairs. B.A., University of Nevada, Reno; M.Ed., Grand Valley State University.

**Edna Christian** (2017) Administrative Assistant, Academic, Music Department. B.M., Southern Methodist University; M.A., Dallas Baptist University.

**Linda Clark** (2000) Custodian (Auxiliary), Physical Plant.

**Michael Clark** (2018) University Police Officer, University Police.

**Amy Coats** (2016) Purchasing Clerk, Purchasing Department.

**Isaiah Collier** (2011) Assistant Dean of Student Development, Student Affairs. B.A., M.Ed., University of Akron.

**Andrea Collins Keller** (2015) Admissions/Advisement Coordinator, Nursing Department. A.S., A.A., Highland Community College; B.S.Ed., M.S.H.E., Northwest Missouri State University.

**Minerva Correa Torres** (2010) Executive Administrative Associate, Student Affairs. B.A., Texas A&I University; M.S., University of North Texas.

**Tiffany Crawford** (2015) Financial Aid Coordinator, Financial Aid. B.A., Missouri Western State University.

**Andre Crenshaw** (2018) Assistant Coach (Football), Athletics. M.A., Dakota Wesleyan University.

**Cori Criger** (1998) Instructional Technology Director, Instructional Media Center. B.S.E., Missouri Western State University.

**Debbie Crisler** (1998) Administrative Coordinator, Campus Printing.

**Teresa Crist** (2009) Administrative Coordinator, Student Affairs.

**Noel Cross** (1992) Administrative Assistant, Academic, HPG Department. A.S., B.S.B.A., Missouri Western State University.

**Jeffery Cunningham** (2005) Applications Programmer/ Banner Patch Coordinator, Information Technology Service. B.S., University of Central Missouri.

## D

**Craig Darrough** (1998) Environmental Safety Coordinator, Physical Plant. A.A., St. Louis Community College at Florissant Valley; B.S., Northwest Missouri State University.

**Doug Davenport** (2015) Interim Provost & Vice President of Academic Affairs, Academic Affairs. B.A., Evangel University, M.P.A., Ph.D., Texas Tech University.

**Bill Davis** (2018) University Police Officer, University Police.

**Mary Dean** (1997) Administrative Coordinator, Admissions Department. B.S., Missouri Western State University.

**Susan Deering** (2005) Office Coordinator, University Police, University Police.

**Michelle Diaz** (2005) Acquisitions/ Collections Management Librarian, Library. B.A., Missouri Western State University; M.A., University of Missouri-Kansas City; M.L.S., Emporia State University.

**Greg Dillon** (2013) Head Coach (Men's/Women's Golf), Athletics. B.A., Colorado State University at Pueblo.

**Janice Dillon** (2017) Cashier/Billing Clerk, Business Office.

**Chris Dowdell** (2016) Operations Engineer, Instructional Media Center.

**Sharon Driggers** (1997) Telephone/Technical Service Coordinator, Information Technology Service. A.A.S., Missouri Western State University.

## E

**Robert Edmisson** (2012) Head Coach (Women's Basketball), Athletics. B.A., Bethany College.

**Chad Edwards** (2011) Head Coach (Women's Soccer), Athletics. B.S.B.A., Missouri Southern State University; M.B.A, Baker University.

**Annette Eisiminger Weeks** (2014) Director, Center for Entrepreneurship, Craig School of Business. B.S.E., Missouri Western State University.

**Chad Elifrits** (2007) Interim Director of Diagnostic, WRDCC. B.S., M.S., Ed.S., Northwest Missouri State University.

**Mark G. Ellis** (1990) Manager of ITS/ Applications Programmer & Data Administrator, Information Technology Service. A.S., B.S.B.A., B.S., Missouri Western State University.

**Randy Ellis** (2001) Print Shop Technician, Campus Printing.

**Brett Esely** (2004) Associate Director of Athletic External Relations, Athletics. B.S., Missouri Western State University; M.S.S., United States Sports Academy.

**Pamela Esely** (2015) Administrative Coordinator, Student Health Services. A.S., Platt Business College.

**Derek Evans** (2012) Academic Advisor, Student Success. B.S., Northwest Missouri State University; M.A., University of Missouri-Columbia.



## F

**Cale Fessler** (2013) Vice President, Financial Planning & Administration, Financial Planning & Administration. B.S., William Woods University, M.B.A., Lincoln University; Ph.D., Northcentral University.

**Tom Flaska** (2013) Instructional Technologist, Instructional Media Center. B.S., Missouri Western State University.

**CW Ford Ford** (2017) Custodian (Auxiliary), Physical Plant.

**Tim Ford** (2000) Academic/Special Education Teacher - WRDCC, WRDCC. B.S.E., Missouri Western State University.

**Susan Fortune** (2008) Lead Custodian, Physical Plant.

**Jean Foster** (2015) Administrative Assistant, Career Development Center.

**Roberta Foster** (2015) Admissions Counselor, Admissions Department. B.S., Appalachian State University.

**Douglas Freemyer** (2018) Library Assistant, Interlibrary Loan, Library. B.S. in Ed., Northwest Missouri State University; B.S., Northwest Missouri State University.

**Sara Freemyer** (2013) Director of Human Resources, Human Resources. B.S., Northwest Missouri State University.

**Jack Frogge** (2017) Events, Groundskeeper, Physical Plant.

**Jessica Frogge** (2008) Administrative Coordinator, Student Government Association. B.S., Missouri Western State University.

## G

**Jennifer Galloway** (2005) Library Technician, Senior, Library. B.S., Missouri Western State University.

**Kathy Gammon** (1996) Accountant, Accounting Services. B.S.B.A., Missouri Western State University.

**Aaron Gann** (2018) HVAC/R Technician, Physical Plant.

**Cathy Gann** (1999) Academic Advisor, Student Success. B.S., Missouri Western State University; M.S., Northwest Missouri State University.

**Emily Garcia** (2017) Fitness Center Coordinator, Recreation Services. M.A.S., Missouri Western State University.

**Susan Garrison** (2011) Center for Academic Support Director/Writing Coordinator, CAS Department. B.S., University of Missouri-Columbia; M.S., Northwest Missouri State University.

**Danielle Gibson** (2018) Administrative Assistant, Financial Aid.

**Sally Gibson** (2016) Director of Library, Library. B.A., University of Kansas; M.L.S., Texas Women's University; M.S.B.A., Creighton University.

**Katey Gorsage** (2016) Assistant Coach (Women's Softball), Athletics. B.S., M.S., Henderson State University.

**Damon Graham** (2018) Electrician, Physical Plant.

**John Gregory** (2014) Administrative Assistant, Academic, Nursing Department. B.A., University of Missouri.

**Judy Grimes** (1996) Associate Vice President for Student Affairs & Dean of Students, Student Affairs. B.A., University of Texas-Austin; M.A., Ph.D., University of Missouri-Columbia.

**Scott Groner** (2015) Athletic Facilities Coordinator, Athletics. B.S., Missouri Western State University.

**Traci Grove** (2017) Simulation Lab Manager, Nursing Department. B.S., Missouri Western State University; M.S., West Texas A & M University.

## H

**Shelley Hager** (2016) Custodian, Physical Plant.

**Dana Hall-Gertner** (2018) Executive Administrative Associate, Financial Planning & Administration.

**Mike Halloran** (2010) Director of Athletic Facilities, Athletics. B.S., Northwest Missouri State University.

**Amber Halstead** (2018) Math Coordinator, CAS Department. B.S., Central Michigan University.

**Wendy Hamilton** (2016) Degree Audit/Systems Coordinator, Registrar Department. B.S., University of Phoenix.

**Julie Hansbrough** (2015) Developmental Math Specialist, CSMP Department. B.S., Missouri Western State University; M.S., Northwest Missouri State University.

**Deborah Hargis** (1998) Records Clerk, Registrars Department.

**Brian Harrah** (2001) Buildings Supervisor, Physical Plant.

**Barb Harris** (2000) Administrative Assistant, Academic, CJLS Department.

**Crystal Harris** (1999) Associate Dean for School of Nursing and Health Professions, Nursing. Nursing Diploma, Saint Luke's Hospital School of Nursing; B.S.N., William Jewell College; M.S.N., University of Kansas; Ph.D., University of Missouri-Kansas City.

**Sherri Hartley** (1997) Accountant, Fixed Assets/Grants, Accounting Services. A.S., B.S.B.A., Missouri Western State University.

**Karma Hartong** (1998) Administrative Assistant, Academic, Health Information Management. B.S.B.A., Missouri Western State University.

**Billie Hays** (2010) Custodian (Auxiliary), Physical Plant.

**Kent Heier** (2007) Assistant Director of Public Relations & Marketing, Public Relations & Marketing. B.S., University of Nebraska-Lincoln.

**Leigh Helfers** (2016) Bursar, Business Office. B.S., University of Missouri; B.S., M.B.A., Northwest Missouri State University.

**Lisa Hensley** (2008) Circulation Coordinator, Library. A.S., Platte Junior College.

**John Hewitt** (2014) Academic Advisor, Western Institute. B.A., University of Kansas; M.A., San Francisco State University.

**Rene Hill** (2004) Payroll Coordinator, Business Office. B.S.B.A., Missouri Western State University.

**Jessica Hills** (2010) Senior Financial Aid Coordinator, Financial Aid. B.S.B.A., Missouri Western State University.

**Sybil Hillyard** (2011) Administrative Assistant, Academic, Engineering Technology.

**Michael Hindhaugh** (2015) Academic Computing Coordinator, Instructional Media Center. B.S., Missouri Western State University.

**Teri Holt** (2014) Administrative Assistant, Academic, Education Department. B.S., Northwest Missouri State University.

**Diane Holtz** (2001) Public & Alumni Relations Coordinator, Public Relations & Marketing. B.L.S., University of Iowa.

**Scorp Horn** (2016) Assistant Coach (Football), Athletics. B.S., Missouri Western State University; M.A., University of Central Missouri.

**Brian Hughes** (2012) Groundskeeper, Physical Plant.

**Sara Hunt** (2014) Web Designer/Developer, Instructional Media Center. B.F.A., Missouri Western State University.

## I

**Cody Ingold** (2017) Assistant Coach (Men's & Women's Cross Country and Track & Field), Athletics. B.S., Doane College.

## J

**Michelle Jacobs** (2008) Administrative Assistant, Recreation Services.

**Roy Jacobs** (2005) Groundskeeper, Physical Plant.

**Logan Jones** (2015) Dean, Craig School of Business, Craig School of Business. B.S., M.B.A., Arkansas State University; Ph.D., University of Mississippi.

## K

**Erin Keller** (2016) Graduate Records Coordinator, Registrars Department.

**Jake Kelly** (2012) Instructional Design, Web & Applications Programming Manager, Instructional Media Center. B.A., Missouri Western State University.

**Kathy Kelly** (2003) Administrative Coordinator, Craig School of Business.

**Robin Kelly** (2011) Assistant to the Chair, Education, Education Department. B.S., M.S., Northwest Missouri State University.

**Aurora Kerns** (1998) Custodian (Auxiliary), Physical Plant. A.S., B.S.B.A., B.S.W., Missouri Western State University.

**Debbie Kerns** (2018) Accounting Clerk, Foundation.

**Chris King** (2014) Events, Groundskeeper, Physical Plant.

**Jody King** (2016) Administrative Assistant, Academic, Psychology Department. B.S., Missouri Western State University.

**Carolyn Kirchhoff** (2016) Admissions Counselor, Admissions Department. A.A., St. Louis Community College-Meramec; B.A., Truman State University.

**Timothy Kissock** (2003) Risk Manager, Risk Management. B.S., St. John University; J.D., University of Missouri-Kansas City School of Law.

**Pam Klaus** (2014) Director for Franchise Program, Craig School of Business. B.S.B.A., Missouri Western State University; M.B.A., University of Phoenix.

**Gladys Kline** (2004) Administrative Assistant, Academic, Art Department.

**Orrin Knight** (1994) HVAC/R Technician, Physical Plant.

**Colleen Kowich** (2006) Director of Alumni Relations, Alumni Relations. B.A., Adrian College; M.A., Virginia Tech.

**Eric Kramer** (2007) Associate Director of Athletics for Compliance/Sports Information, Athletics. B.S., University of Missouri-Columbia; M.Ed., Wichita State University.

**Melissa Kramer** (2006) Applications Programmer/Banner, Information Technology Service. B.S., Devry Institute of Technology.

**Blaise Kriley** (2013) Athletic Trainer, Athletics. B.S., M.S., Emporia State University.

**Cody Kroush** (2017) Plumber/Fitter, Physical Plant.

**Patty Kuechler** (1998) Conferences & Special Programs Director, Western Institute.

## L

**Bob Lance** (2013) Accountant, Western Institute. B.S., Northwest Missouri State University.

**Kathy Lau** (2013) Administrative Assistant, Counseling Center. A.S., B.S.B.A., Missouri Western State University.

**Quentin Laws** (2018) University Police Officer, Police Department.

**Peggy Leland** (1992) Administrative Assistant, Academic, Craig School of Business. B.S., Northwest Missouri State University.

**Susan Leslie** (2005) Database Specialist/Foundation, Foundation. B.S.B.A., Missouri Western State University.

**Janet Lines** (2015) Administrative Support Assistant, University Police. A.S., B.S., Missouri Western State University.

**Sherry Lisenbee** (1997) Administrative Assistant, Western Institute.

**Blake Lockmiller** (2016) Admissions Counselor, Admissions Department. B.S., Missouri Western State University.

**Tony Loeffler** (2013) Assistant Coach (Baseball), Athletics. A.A., Skyline Community College, B.S., M.A.S., Missouri Western State University.

**Dana Lombardino** (2016) Carpenter, Physical Plant. B.A., Missouri Western State University.

**Patti Long** (2018) Development Officer, Development Office. B.A., Auburn University.

**Josh Looney** (2017) Director of Athletics, Athletics. M.B.A., University of Missouri- Kansas City.

**Jeanette Lorimor** (2017) Accounts Payable, Accounting Services. B.S., Northwest Missouri State University.

**Karen Luke** (1997) Administrative Coordinator, CAS Department. A.S., Missouri Western State University.

**Rachel Lundy** (2018) Information Services Librarian, Library. B.A., University of Missouri- Kansas City; M.L.S., Emporia State University.

**Shelly Lundy** (2014) Administrative Assistant, Student Success. B.S., Missouri Western State University.

**Jacob Lutes** (2010) Custodian, Physical Plant.

## M

**Mark Mabe** (1986) Director of Information Technology Services, Information Technology Service. AS., B.S., Missouri Western State University.

**Craig Malita** (2018) Night Dispatcher/Clerk Compliance Coordinator, University Police. B.S., Missouri Western State University.

**Gordon Mapley** (2008) Dean and Executive Director of Western Institute, Western Institute. B.A., Oakland University; M.A., Ph.D., Wayne State University.

**Vincenza Marash** (2004) Counselor, Diversity & Women's Issues, Counseling Center. B.A., M.A., Stony Brook University; M.A., Ph.D., Cornell University; M.S.W., Syracuse University.

**William Martin** (2018) Assistant Coach (Men's Basketball), Athletics. B.S., University of Kentucky.

**Mike Mastio** (2018) Industry Liaison/Academic Affairs Special Projects Director, Academic Affairs. B.S., Missouri Western State University; M.S., University of Missouri; Ph.D., University of Missouri.

**Lisa May** (2010) Administrative Coordinator, LAS Department.

**Christina McCan** (2017) Major Gifts Officer, Development Office. B.A., University of Missouri- Columbia.

**Nick McCutcheon** (2014) Athletic Media Relations Director, Athletics. B.S., Missouri Western State University.

**Jennie McDonald** (1995) Executive Administrative Associate, Academic Affairs. B.S.B.A., Missouri Western State University.

**Matt McDonald** (2011) Manager of ITS - Contracts, Procurement and Telephone Services, Information Technology Service. A.S., B.S., B.S., Missouri Western State University.

**Renee McGinley** (2018) Academic/Special Education Teacher - WRDCC, WRDCC. B.S., Northwest Missouri State University; M.S., University of Kansas.

**Adam McGowan** (2016) Title IX Coordinator, Student Affairs. B.S., Washington State University; J.D., University of Idaho College of Law.

**Carey McMillian** (1991) Associate Vice President for Financial Planning & Administration, Accounting Services. B.S.B.A., Missouri Western State University; M.B.A., Northwest Missouri State University.

**Kevin McQuirter** (2007) Video Communications Specialist, Instructional Media Center. B.A., University of Southern Mississippi.

**David McWilliams** (1996) Developmental Math Specialist, CSMP Department. B.S., M.A., Missouri State University.

**Ryan Menley** (2010) Athletic Communications Director, Athletics.

**Karen Merritt** (2006) Custodian, Physical Plant.

**Shana Meyer** (2013) Vice President, Student Affairs, Student Affairs. B.S., M.S., Emporia State University.

**Rhonda Miller** (2014) Custodian (Auxiliary), Physical Plant.

**Toni Millis** (2014) Transcript Evaluation Coordinator, Admissions Department. B.A., University of Missouri.

**Louise Mills** (2013) Accountant, Athletics, Athletics. B.A., Buena Vista College.

**Andrew Molloy** (2017) Associate Executive Director/ CFO-Foundation, Foundation. B.S., Missouri Western State University.

**Mark Moultrup** (2018) Residence Hall Director, Residential Life. B.A., Central Michigan University.

**Erin Moutray** (2011) Financial Aid Coordinator, Financial Aid. B.G.S., Missouri Western State University.

**Latoya Muhammad** (2014) Multicultural Education Director, Student Affairs. B.A., M.A., University of Missouri-Kansas City.

**James Mulder** (1998) Information Services Librarian, Library. B.A., Northwestern College; M.A., University of Iowa.

**Sagan Myers** (2018) Support Staff Coordinator, WRDCC, WRDCC.

## N

**Murray Nabors** (2008) Dean, Liberal Arts & Sciences, LAS Department. B.S., Yale College; Ph.D., Michigan State University.

**Nancy Nelson** (2016) Developmental Reading Program Coordinator, CAS Department. M.Ed., Northwest Missouri State University.

**Fred Nesslage** (1994) Manger of ITS/Network & PC Support, Information Technology Service. B.S., Rochester Institute of Technology.

**Jomel Nichols** (2015) Director of Public Relations & Marketing, Public Relations & Marketing. B.A., B.A., William Jewell College.

**Letha Nold** (2006) Chief Accountant/Director of Purchasing, Accounting Services. A.S., B.S.B.A., Missouri Western State University.

**Tammy Norris** (2014) Academic Advisor, Western Institute. B.A., Missouri Western State University; M.L.S., University of Missouri.

**Jake Noyd** (2004) Operations Engineer, Instructional Media Center. B.S., Missouri Western State University.

## O

**Paul Orscheln** (2016) Associate Vice President for Enrollment Management & Student Retention, Admissions Department. Ed.D., University of Missouri; B.S., M.S., University of Central Missouri.

**Alicia Otto** (2007) Administrative Coordinator, University Advancement.

**Alex Owens** (2015) Content Tutor Coordinator, CAS Department. B.S., M.S., Missouri State University.

## P

**Anna Palmer** (2013) Telephone/ Technical Services Assistant, Telephone Services.

**Les Parnell** (2009) Assistant Bursar, Business Office. B.S.B.A., Missouri Western State University.

**Bruce Parsley** (2005) Painter, Physical Plant.

**Peggy Payne** (1998) Director of Admissions, Admissions Department. B.A., McPherson College.

**Sandy Pennock** (2016) Custodian, Physical Plant.

**Jerry Pickman** (2004) Vice President, University Advancement, University Advancement. B.S., Missouri Western State University; E.M.B.A., Benedictine College.

**Jessica Poet** (2016) Administrative Assistant, Academic, Biology Department. B.A., Truman State University; M.S., Florida Institute of Technology.

**Steven Potter** (1988) Counselor, International Student Advisor, Counseling Center. A.A., Southeastern Community College; B.A., University of Northern Iowa; M.A., Northeast Missouri State University.

**Sandra Prescher** (2000) Administrative Assistant, Western Institute.

## R

**Ann Rahmat** (2015) Director of International Recruitment/Student Services, Student Affairs. B.B.A., M.B.A., University of North Texas.

**Justin Ray** (2014) Academic Computing Technician, Instructional Media Center.

**Justin Richter** (2016) Assistant Coach (Football), Athletics. B.S., University of Saint Mary.

**Michelle Ritter** (1999) Web Developer, Instructional Media Center. B.A., Missouri Western State University.

**Mike Ritter** (2004) Accessibility Resource Coordinator, Disability Services. B.S., Missouri Western State University.

**Annie Roberts** (2017) Administrative Coordinator, Student Development. B.F.A., Oklahoma State University.

**Evan Roberts** (2015) Custodian, Physical Plant.

**Kathy Roberts** (2017) Admissions Assistant, Admissions Department. B.S., Emporia State Teachers College; M.S., Wichita State University.

**Nathan Roberts** (2014) Director of Residential Life, Residential Life. B.F.A., Emporia State University; M.S. Ferris State University.

**Nicki Robertson** (2016) Benefits Coordinator, Human Resources. B.S.B.A., Missouri Western State University.

**Mary Rogers** (2007) Administrative Coordinator, Instructional Media Center.

**Eric Root** (2003) Groundskeeper, Physical Plant.

**Ben Rops** (2011) Articulation Coordinator, Admissions Department. B.S., University of Sioux Falls.

**Hawley Rumpf** (1999) Procurement Auditor/Reimbursement, Accounting Services. B.S.B.A., Missouri Western State University.

## S

**Steven Saffell** (1999) Institutional Research Analyst, Academic Affairs. A.A., Metropolitan Community College; B.S., Missouri Western State University; M.S.E., Northwest Missouri State University.

**Gary Salgado** (2018) Assistant Coach (Football), Athletics. A.A., Fullerton College; B.S., Chapman University; M.S., Eastern New Mexico University.

**Rob Sample** (2015) Custodian, Physical Plant.

**Victoria Sample** (1999) Central Stores/ Lab Coordinator, Chemistry Department. B.S., Missouri Western State University.

**Angela Sanders** (2018) Accountant, Foundation, Foundation. B.S., Missouri Western State University.

**Laura Sapp** (1997) Administrative Assistant, Western Institute.

**Carolyn Schindler** (2006) Administrative Coordinator, Academic Affairs. B.S., Missouri Western State University.

**Sherrilyn Schottel** (1995) Mail Systems Manager, Physical Plant.

**Shelley Scott** (2004) Human Resources Recruiting Specialist, Human Resources. A.S., Missouri Western State University.

**Michael Scroggs** (2012) Technical Operations Coordinator, Theatre & Cinema Department. B.F.A., Valdosta State University.

**Kendy Scudder** (1996) Director, Campus Printing Services, Campus Printing. B.S., Missouri Western State University.

**Tracy Sharp** (2001) Associate Registrar, Registrars Department. B.A., Missouri Western State University.

**Jenny Sherlock** (2005) Executive Administrative Associate, University Advancement.

**Brandt Shields** (2015) Director of External Relations, Presidents Office. B.F.A., M.B.A., Missouri State University.

**Paula Sigman** (2016) Administrative Assistant, Western Institute. B.S., Northwest Missouri State University.

**Kim Sigrist** (2016) Executive Associate to President, Presidents Office. B.S.T., Missouri Western State University.

**Kira Slater** (2017) Administrative Coordinator, Professional Studies.

**Halie Sloan** (2015) Custodian, Physical Plant.

**Kelly Sloan** (1998) Purchasing Manager, Purchasing Department. B.A., University of Iowa; B.S., Missouri Western State University.

**Debbie Smith** (2014) Administrative Assistant, Academic, CSMP Department. A.S., B.S., Missouri Western State University.

**Blake Spease** (2017) Academic Computing Technician, Instructional Media Center.

**Shaina Spooner** (2017) Marketing Coordinator, Western Institute. B.F.A., Missouri Western State University; B.S., Missouri Western State University.

**Cindy Spotts-Conrad** (2003) Associate Director of Financial Aid, Financial Aid. B.S., Northeast Missouri State University.

**Stephanie Jo Spratt** (2016) Assistant Director for Technical Services, Library. M.A., University of Missouri at Columbia.

**Steve St. Clair** (2016) HVAC/R Technician, Physical Plant.

**Patrick St. Louis** (2016) Assistant Coach (Football), Athletics. B.S., Missouri Western State University; M.A., Morehead State University.

**Anna Stasko** (2017) Administrative Assistant, Residential Life. B.S., Kent State University; B.A., Kent State University.

**Marissa Steimel** (2016) Events & New Student Program Coordinator, Admissions Department. B.A., University of Missouri-St. Louis; M.Ed., University of Arkansas.

**Debby Steinman** (2016) Western Institute, Office Coordinator, Western Institute. B.S.B.A., Missouri Western State University.

**Brad Stephens** (2016) Custodian, Physical Plant.

**Shawna Stephens** (2014) Custodian (Auxiliary), Physical Plant.

**Dan Stevens** (2015) Academic Advisor, Student Success. B.S.E., M.S.E., Ed.S., Northwest Missouri State University.

**Corey Stewart** (2011) Mechanical Supervisor, Physical Plant.

**Troy Stewart** (2016) HVAC/R Technician, Physical Plant.

**Nick Sutton** (2017) Financial Aid Coordinator, Financial Aid. B.S., Missouri Western State University.

**Jamie Sweiger** (1997) Assistant Director of Admissions/Operations, Admissions Department. A.S., B.S.B.A., Missouri Western State University.

**Elliot Swope** (2015) Video Communications Specialist, Instructional Media Center. B.S., Missouri Western State University.

## T

**Alana Tackett** (2016) Financial Aid Coordinator, Financial Aid. A.S., Missouri Western State University.

**Alecia Taylor** (2009) Administrative Assistant, Western Institute. B.S.B.A., Missouri Western State University.

**Yen To** (2015) Director of Assessment & Institutional Research, Academic Affairs. B.A., University of California; M.A., Ph.D., Texas Tech University.

**Michelle Traster** (2011) Adaptive Technology Specialist, Instructional Media Center. A.A.S., Missouri Western State University.

**Deb Treat** (2013) Administrative Assistant, Academic, English & Modern Languages. B.S., Missouri Western State University; M.Ed., Colorado State University; M.Ed., Midwestern Baptist Theological Seminary.

**Jennifer Trotter** (2001) Head Coach (Softball), Athletics. B.S., Moorhead State University; M.Ed., North Dakota State University.

**Jim Turner** (2015) Academic/Special Education Teacher-WRDCC, WRDCC. B.S.Ed., M.Ed., Northwest Missouri State University.

**Stacy Turner** (2002) Special Credit Programs Coordinator, Western Institute.

## V

**Steve VanDyke** (2005) Graphic Design Coordinator, Campus Printing. B.F.A., University of Central Missouri.

**Bob Vartabedian** (2008) President, Presidents Office. B.A., California State University; M.A., Wichita State University; Ph.D., University of Oklahoma.

**Deborah Vaughn** (2005) Administrative Assistant, Academic, Military Science. A.S., Missouri Western State University.

**Charles Verduzco** (1999) Head Coach (Baseball), Athletics. B.S., Washington State University; M.S., University of Nevada.

**Sharon Vest** (2013) Academic/Special Education Teacher - WRDCC, WRDCC. B.S.E., Missouri Western State University.

**Tara Vides** (2015) Administrative Coordinator, Human Resources.

**Jill Voltmer** (2017) Corporal, University Police, University Police. B.S., Creighton University.

## W

**Christi Waggoner** (2015) Academic Advisor, Craig School of Business. B.S., Missouri Western State University; M.S.C., Pittsburg State University.

**Dwania Walker-Ambrozi** (2014) Financial Aid Coordinator, Financial Aid. B.S., Missouri Western State University.

**Kevin Walsh** (2013) Remote Campus Computer Technician, Instructional Media Center. B.S., B.S., Missouri Western State University.

**Tina Washburn** (2010) Admissions Coordinator, Admissions Department. B.A., Graceland University.

**Ryan Watts** (2016) Assistant Coach (Football), Athletics. B.S., Stephen F. Austin State University.

**Kimberly Weddle** (2003) Director of Development, Development Office. B.S.B.A., Missouri Western State University.

**Colette Weipert** (2017) Library Technician, Senior Technical Services, Library. B.S., Missouri Western State University.

**Samantha Wemple** (2017) Residence Hall Director, Residential Life. M.A.Ed., Southern Methodist University.

**Deana Wennihan** (2000) Student Loan Repayment Coordinator, Financial Aid.

**Dustin Whetstine** (2017) University Police Officer, University Police.

**Matt Whipple** (2015) Instructional Designer, Instructional Media Center. A.A., Indian Hills Community College; B.S., M.Ed, Northern Arizona University; M.Ed., Northwest Missouri State University.

**Jesse White** (2015) Assistant Registrar, Registrars Department. B.S., Liberty University.

**Bruce Whitsell** (1992) Grounds & Events Supervisor, Physical Plant.

**Sundance Wicks** (2018) Head Coach (Men's Basketball), Athletics. B.A., Northern State University; M.S., Northern State University.

**Vicky Widner** (2011) Custodian, Physical Plant.

**Roger Wiebelt-Smith** (2012) Assistant Coach (Women's Basketball), Athletics. B.A., University of Central Oklahoma.

**Kelci Wigger** (2017) Assistant Coach (Volleyball), Athletics. B.A., Washburn University.

**Tammy Wiley** (2014) Custodian, Physical Plant.

**Bob Willenbrink** (2013) Founding Dean School of Fine Arts, School of Fine Arts. B.A., M.A., Morehead State University; Ph.D., Bowling Green State University.

**Anna Williams** (2007) Custodian, Physical Plant.

**Dixie Williams** (2016) Associate Director of Admissions, Admissions Department. B.S., Missouri Western State University; M.S., Eastern Illinois University.

**Jena Williams** (2010) Graphic Design Coordinator, Campus Printing. A.A., Highland Community College; B.F.A., Missouri Western State University.

**Matt Williamson** (2016) Head Coach (Football), Athletics. B.S., Missouri Western State University; M.S., Northwest Missouri State University.

**Thomas Williamson** (2001) Special Assistant to the Dean, Craig School of Business, Craig School of Business. B.S., South Dakota State University; M.P.A., University of South Dakota.

**Angie Wilson** (2014) Custodian, Physical Plant.

**Dana Witkowski** (2015) Custodian, Physical Plant.

**Michelle Wolfe** (2011) Administrative Assistant, Academic, Chemistry Department. A.S., B.S., Missouri Western State University.

**Pam Woodruff** (2009) Custodian, Physical Plant.

**Betsy Wright** (2015) Administrative Assistant, Academic, HPER Department. A.S., Ricks College.

## Y

**Alex Yakimkou** (2018) Applications Programmer, Instructional Media Center. B.S., Belarusian State University of Informatics & Radioelectronics; M.S., Belarusian State University of Informatics & Radioelectronics.

**Robin Yarnell** (2004) Custodian (Auxiliary), Physical Plant.

**Barbara Young** (1996) Administrative Assistant, Academic, RLEA Department. A.S., Missouri Western State University.

**Bill Youtsey** (2012) HVAC/R Technician, Physical Plant.

**Melanie Youtsey** (2017) Custodian, Physical Plant.

## Z

**Mark Zuptich** (2015) Fleet Manager/Custodial Supervisor, Physical Plant.

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# ACADEMIC CALENDAR

## 2018-2019 Missouri Western Academic Calendar

### Fall 2018

Faculty/Staff Plan Week	August 20-24	
Classes Begin	August 27	Monday
Labor Day (no classes/campus closed)	September 3	Monday
Registration Begins for Spring	October 8	Monday
Mid-term Grades Due	October 24	Wednesday
Last day to Withdraw	November 2	Friday
Fall Break (no classes/campus closed)	November 18-25	Sunday-Sunday
Last Day of classes	December 7	Friday
Final Exams	December 8-14	Saturday-Friday
Commencement	December 15	Saturday
Final Grades Due	December 18	Tuesday
Campus Closed	December 24-January 1	

### Spring 2019

Campus re-opens	January 2	Wednesday
Classes Begin	January 14	Monday
Martin Luther King Day (no classes/campus closed)	January 21	Monday
Presidents' Day (classes in session/campus open)	February 18	Monday
Registration Begins for Summer/Fall	February 25	Monday
Spring Break (no classes/campus open)	March 10-17	Sunday-Sunday
Mid-Term Grades Due	March 20	Wednesday
Last Day to Withdraw	March 29	Friday
Last Day of Classes	April 26	Friday
Final Exams	April 27-May 3	Saturday-Friday
Commencement	May 4	Saturday
Final Grades Due	May 7	Tuesday

### Summer 2019

Classes Begin for Eight-week/1st Four-week sessions	May 28	Tuesday
Last Day to Withdraw from 1st Four-week session	June 13	Thursday
Final Exams for 1st Four-week session	June 20	Thursday
Classes Begin for 2nd Four-Week session	June 24	Monday

Final Grades Due for 1st Four-Week session	June 26	Wednesday
Last Day to Withdraw from Eight-week session	June 27	Thursday
Independence Day (no classes/campus closed)	July 4	Thursday
Last Day to Withdraw from 2nd Four-week session	July 11	Thursday
Final Exams for Eight-week/2nd Four-week sessions	July 18	Thursday
Final Grades Due	July 24	Wednesday

**This academic calendar is subject to change.**

The most up-to-date academic calendar information can be found at [www.missouriwestern.edu/acadaff/calendars](http://www.missouriwestern.edu/acadaff/calendars) (<http://www.missouriwestern.edu/acadaff/calendars>).