



# 2017-2018 Undergraduate Catalog



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# UNDERGRADUATE CATALOG

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Welcome to Missouri Western State University's 2017-18 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.

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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, 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 State University will set the standard for excellence in student development and community leadership.

### Mission

Missouri Western State University is a learning community focused on students as individuals and as members of society. Missouri Western offers students at all stages of life the opportunity to achieve excellence in the classroom and beyond, as they prepare to be leaders in their work and in their communities. As a leader itself, Missouri Western is committed to the educational, economic, cultural and social development of the people and the region that it serves.

### 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](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 (p. 6)
- Transfer Admission (p. 7)
- 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.

## Freshmen Admission

### First Time In College (First-time Freshmen)

To be admitted in this category, applicants must provide:

1. Completed application for admission.
2. Official American College Test (ACT) results. For full admission to Missouri Western, first-time students who are 20 years or older must be a high school graduate with a GPA of 2.0 or higher, have a HiSET score of 75 or higher or have a GED of 680 or higher with no sub score lower than 150. If these students do not meet the proposed requirements, they will be admitted with conditions (AWC) and limited to 9 credit hours.
3. A high school transcript with a minimum of six semesters of work and a final official high school transcript documenting graduation or certificate awarded upon successful completion of the General Education Development Test (GED) or High School Equivalency (HSE).

### Automatic, Full-time Admission Criteria

Automatic, full-time admission will be granted to first-time students who meet the following criteria:

- ACT of 21 or higher OR;
- SAT<sup>1</sup> of 1070 or higher OR;
- 3.50 High School GPA on a 4.0 Scale.

Applicants who don't meet the above automatic criteria may be granted regular admission if they meet the requirements in the following sliding scale:

- 20 or 19 ACT (1030 or 990 SAT<sup>1</sup>) AND 2.30 GPA or higher.

- 18 or 17 ACT (950 or 910 SAT<sup>1</sup>) AND 2.50 GPA or higher.
- 16 or 15 ACT (870 or 830 SAT<sup>1</sup>) AND 2.70 GPA or higher.

<sup>1</sup> SAT based on sum of math and critical reading scores

Each student's academic record will be reviewed at the time of admission. Students who fall below the above requirements may be admitted with additional conditions placed on their admission based on their previous academic record. These conditions may include (but are not limited to): limited course selection, part-time enrollment, restrictions on when a student may be allowed to register and are not allowed to live on campus. Students who are admitted with these conditions have the right to request an individual review of their unique situation.

## High School Core Classes

Missouri Western State University wants its students to succeed, so students need to prepare themselves academically for college and university level classes. Experience has shown that students who have completed the following high school program are most likely to succeed in college. Listed below are the high school courses highly recommended for college-bound students:

- 4 units of English, one of which may be speech or debate; two units must emphasize composition or writing.
- 4 units of mathematics, including Algebra I, II and Geometry.
- 3 units of sciences, including at least one lab science.
- 3 units of social sciences.
- 1 unit of visual/performing arts.
- 3 units of electives, selected from foreign language and combinations of the above courses. Two units of foreign language are strongly recommended.

## First-Year Housing Requirement

To enhance academic success, Missouri Western requires first-year students who have not previously attended this University and are taking 12 or more credit hours to reside in University housing their first two semesters unless they meet at least one of the following criteria for exception:

- Are living with a parent, grandparent or legal guardian within a 50 mile radius of St. Joseph (Parent signature needs to be notarized).
- Are 21 years of age by the beginning of the academic year for which they are enrolling.
- Are a military veteran.
- Have completed more than 30 credit hours (not including high school classes taken for college credit).
- Are married and or who reside with dependent children.

All first-year students must have either a housing contract or a granted waiver request on file with the Office of Residential Life. Failure to have a granted housing waiver on file will result in a room charge being placed on the student's account.

## 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.

## Transfer Admission

### College Transfer

To be admitted in this category, applicants must provide:

1. Completed application for admission.
2. 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. If you have earned less than 24 credit hours you will be required to submit an official high school transcript and ACT scores.

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 pre-requisites. 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 124 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

## 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.
- Not awarded for vocational-technical programs or practical training. Exceptions may be approved for specific programs or degrees through articulated agreements or by approval of the appropriate academic department chair and the Admissions and Graduation Committee.
- 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 form.

## 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/financialaid/veterans](http://www.missouriwestern.edu/financialaid/veterans).

Students who have completed a minimum of one year of active military service or have completed three years in the Guard/Reserves will be granted four hours of physical education credit. The general education credit will be granted by the Office of Admissions upon presentation of the DD 214 or a letter from a Commanding Officer stating initial enlistment date and current military status.

## International Student Admission International Students (F1)

To be admitted in this category, applicants must provide:

1. Application and Application Fee of \$50.00 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). 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>)

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. 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. The deadline for submission of all requirements for admission and I-20 issuance is sixty (60) days prior to the first day of classes. Missouri Western strongly recommends ninety (120) days to ensure timely receipt of the student visa.

## 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. Official 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/international-baccalaureate-diploma-ib](http://www.missouriwestern.edu/admissions/international-baccalaureate-diploma-ib) (<http://www.missouriwestern.edu/admissions/international-baccalaureate-diploma-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 freshman and transfer 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 comprehensive 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

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 and affiliated scholarship application procedures.
- Student and parent 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 Federal Student Aid (FSA) user name and password. The FSA ID - user name and password - has replaced the Federal Student Aid PIN and must be used to log in to certain U.S. Department of Education websites. Your FSA ID confirms your identity when you access your financial aid information and electronically sign Federal Student Aid documents. If you do not already have an FSA ID, you can create one online at [www.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 many federal, as well as, 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 and the student will be required to repay aid received in excess of his/her eligibility. All conflicts must be resolved 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.

## Student Eligibility

To be eligible for 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 posted 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, Stafford 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 online at [www.missouriwestern.edu/businessoffice](http://www.missouriwestern.edu/businessoffice) (<http://www.missouriwestern.edu/businessoffice>).

Missouri Western's Official Withdrawal Policy may be found online at [www.missouriwestern.edu/registrar](http://www.missouriwestern.edu/registrar) (<http://www.missouriwestern.edu/registrar>).

## 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 186 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 185 Hours              | 186 Hours         |
| Undeclared Bachelor's              | 60 to 134 Hours    |                              | 186 Hours         |
| Declared Bachelor's                |                    | 135 to 185 Hours             | 186 Hours         |
| 2nd Bachelor's                     |                    | 195 to 247 Hours             | 248 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:

1. declare the full balance plus late fees immediately due and payable by law.
2. refuse subsequent registration for any classes and/or drop current classes.
3. deny future enrollment in any payment plan.

4. 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 on the withdrawal refund schedule 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>). Withdrawal refunds are computed based upon the date the Registrar 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.
- If after all charges/credits have been applied to the account the student is eligible for a refund, then 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 (e.g., 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.

## 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>).

## Academic Standards & Regulations

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## 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>Bachelor of Science in Technology (2+2)</b>    | BST      |
| <b>Biology</b>                                    |          |
| Biochemistry & Molecular Biology                  | BS       |
| Biology <sup>1</sup>                              | BS       |
| Biotechnology                                     | BS       |
| Natural Science/Biology                           | BS, BS/C |
| Wildlife Conservation and Management              | BS       |
| <b>Business</b>                                   |          |
| Accounting  | BSBA     |
| Finance   | BSBA     |
| Management  | 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 & Computer Engineering Technology     | BS       |
| Electronics Engineering Technology                | BS       |

Manufacturing Engineering Technology<sup>1</sup> AAS, BS

#### English/Modern Languages

English<sup>1</sup> BA, BSE

French BSE

International Studies BA

Modern Languages<sup>1</sup> BA

Spanish BSE

Technical Communication BS

General Studies BGS

#### Health/Physical Education/Recreation

Physical Education BS, BS/C

Recreation Sport Management<sup>1</sup> BS

#### History/Geography

History BA, BA/C, BS, BS/C

International Studies BA

#### Philosophy/Religion

International Studies BA

Philosophy BA, BS

Interdisciplinary Studies BIS

#### Music

Music<sup>1</sup> BA, BM, BME

#### Nursing and Allied Health

Nursing BSN

Health Information Management BS

Health Information Technology CERT

Population Health Management<sup>1</sup> BS

Physical Therapist Assistant AAS

#### Psychology

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
- 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
- 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:  
HIS 140                      American History to 1865



|         |                              |   |
|---------|------------------------------|---|
| 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) (<http://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 (124 minimum credit hours, courses numbered 100-499) or a double degree (minimum 144 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 144 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 (Two Plus Two)
- 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 "Two Plus Two" (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 124 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 124 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 general studies requirements for a baccalaureate degree may request a notation be placed on their transcript stating such by contacting the Registrar's Office.

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

### Category One - Basic Skills

|                              |                              |     |
|------------------------------|------------------------------|-----|
| Select one of the following: |                              | 3-5 |
| MAT 110                      | Contemporary Problem Solving |     |
| MAT 110E                     | Contemporary Problem Solving |     |
| MAT 112                      | Finite Mathematics           |     |

|                        |   |   |
|------------------------|---|---|
| MAT 116                | College Algebra   |   |
| MAT 137                | Calculus in Business and the Non-Physical Sciences              |   |
| 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<br>or ENG 112  | College Writing and Research<br>Honors Composition and Rhetoric |   |
| COM 104                | Oral Communication  |   |

### Category Two - Natural Sciences

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<br>BIO 106   | BIO 225                                  |  |   |
| Chemistry                               | CHE 495  | CHE 321<br>CHE 381<br>CHE 382            |  |   |
| Communication & Journalism              | COM 215<br>COM 305<br>COM 342<br>COM 345<br>COM 382<br>JOU 302 | COM 320<br>COM 382<br>JOU 327            | COM 210<br>COM 215<br>COM 411<br>COM 415<br>COM 465<br>JOU 303 | COM 338<br>COM 342<br>COM 345<br>COM 488<br>JOU 303 |
| Computer Science, Mathematics & Physics | CSC 400<br>CSC 406<br>MAT 206<br>MAT 416                       | CSC 184<br>MAT 217<br>MAT 317<br>MAT 331 |  |   |



|                                  |         |         |         |         |
|----------------------------------|---------|---------|---------|---------|
| English &<br>Modern<br>Languages | ENG 301 | ENG 323 | ENG 321 | ENG 320 |
|                                  | ENG 385 | ENG 465 | ENG 364 | ENG 321 |
|                                  | ENG 386 | EPR 422 | ENG 410 | ENG 324 |
|                                  | ENG 400 | ETC 200 | ENG 430 | ENG 325 |
|                                  | EPR 422 | ETC 326 | ENG 460 | ENG 354 |
|                                  | ETC 424 | ETC 340 | ENG 480 | ENG 355 |
|                                  | FRE 207 | ETC 424 | ETC 200 | ENG 357 |
|                                  | FRE 307 | FRE 302 | FRE 322 | ENG 361 |
|                                  | FRE 422 | SPA 332 | FRE 432 | ENG 473 |
|                                  | FRE 442 |         | SPA 322 | ETC 421 |
|                                  | SPA 302 |         |         | FRE 206 |
|                                  | SPA 315 |         |         | FRE 207 |
|                                  |         |         |         | FRE 306 |
|                                  |         |         |         | FRE 307 |
|                                  |         |         |         | FRE 322 |

|   |         |         |         |         |
|---|---------|---------|---------|---------|
| Economics,<br>Political<br>Science &<br>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 370 | SOC 460 | ECO 376 | PSC 340 |
|   | PSC 390 |         | PSC 310 | PSC 380 |
|   | PSC 420 |         | PSC 312 | PSC 400 |
|   | SOC 440 |         | PSC 370 | SOC 315 |
|   |         |         | SOC 360 | SOC 400 |

|                        |         |         |  |         |
|------------------------|---------|---------|--|---------|
| History &<br>Geography | HIS 300 | GEO 210 |  | GEO 320 |
|                        | HIS 301 |         |  | HIS 320 |
|                        | HIS 302 |         |  | HIS 336 |
|                        | HIS 310 |         |  | HIS 370 |

|                          |         |         |                    |         |
|--------------------------|---------|---------|--------------------|---------|
| Philosophy &<br>Religion | PHL 257 | PHL 260 | PHL 310            | REL 260 |
|                          | PHL 301 |         | PHL 312            | REL 361 |
|                          | PHL 310 |         | PHL 330<br>REL 361 |         |

|            |         |         |                    |                    |
|------------|---------|---------|--------------------|--------------------|
| Psychology | PSY 303 | PSY 300 | PSY 301            | PSY 222            |
|            | PSY 490 | PSY 415 | PSY 303<br>PSY 400 | PSY 230<br>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.

#### Category One - Basic Skills

|         |                              |   |
|---------|------------------------------|---|
| ENG 104 | College Writing and Rhetoric | 3 |
| COM 104 | Oral Communication           | 3 |

#### Category Two - Social Sciences

|                                      |                              |   |
|--------------------------------------|------------------------------|---|
| Select one of the following courses: |                              | 3 |
| HIS 140                              | American History to 1865     |   |
| HIS 150                              | American History since 1865  |   |
| PSC 101                              | American National Government |   |

#### Category Three - Humanities

|                                      |  |   |
|--------------------------------------|--|---|
| 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                          |   |

#### Category Four - Physical Health

|                    |                      |    |
|--------------------|----------------------|----|
| PED 101            | Fitness and Wellness | 3  |
| Total Credit Hours |                      | 15 |

## 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          |
| 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.

## 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 and Standards 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 at [www.missouriwestern.edu/registrar/probation](http://www.missouriwestern.edu/registrar/probation) (<http://www.missouriwestern.edu/registrar/probation>).

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 and Standards 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. The number of credit hours is shown in parentheses after the course title within the course description.

### 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://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/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 resulting in a reduced fee assessment. Registered students may also add or drop classes according to the add/drop schedule 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>). A special fee is assessed for adding or dropping classes once the term has started.

Late Registration is held once classes have begun. The Late Registration Schedule 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. A special fee is assessed for 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 081 or MAT 083 or RDG 095

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

|         |  |   |
|---------|--|---|
| ENG 100 | Introduction to College Writing          | 3 |
| MAT 081 | Foundations for University Mathematics I | 3 |

|         |   |   |
|---------|---|---|
| MAT 083 | Foundations for University Mathematics II | 3 |
| RDG 095 | Reading Skills Improvement                | 3 |

## Withdrawal from the University

Prior to the official first day of the term, students may drop all classes on-line or by notifying the Registrar's Office in writing. As of the first day of the term students who, for any reason, find it necessary to completely withdraw from the University are required to notify 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. 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.

## 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.

## 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.missouriwestern.edu/registrar/namechange](https://www.missouriwestern.edu/registrar/namechange) (<https://www.missouriwestern.edu/registrar/namechange>).

## 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 081 Foundations for University Mathematics I, 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 24 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](https://www.missouriwestern.edu/registrar) ([http://www.missouriwestern.edu/registrar](https://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, creed, color, religion, sex, national origin, and the disabled, 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

- 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)
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## 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 85 on the Accuplacer Reading Test.

**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) (<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 requirements:

**Incoming Students** - Minimum ACT composite score of 26 and unweighted high school GPA of 3.5 or top 10% of class. 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** - Minimum GPA of 3.5 based on at least 15 hours of college-level coursework at MWSU or other accredited university. Students with more than 32 hours of college credit will only be accepted to participate in 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:

|         |  |   |
|---------|--|---|
| 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 two-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

|            |  |   |
|------------|--|---|
| 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 |
| ENG 210    | Approaches to Literature                           | 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 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

|         |                                  |   |
|---------|----------------------------------|---|
| 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 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

|            |                                    |   |
|------------|------------------------------------|---|
| 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 |
| ENG 210    | Approaches to Literature           | 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 210    | Introduction to Philosophy         | 3 |
| or PHL 230 | Ethics                             |   |
| PHY 104    | Introduction to Astronomy          | 4 |
| or PHY 107 | Introduction to Physics            |   |
| PSC 101    | American National Government       | 3 |
| THR 113    | Introduction to Theatre            | 3 |

### Spring of Odd-Numbered Years

|            |                                   |   |
|------------|-----------------------------------|---|
| ART 100    | Introduction to Art               | 3 |
| BIO 101    | Principles of Biology             | 4 |
| 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 |
| or HIS 200 | Ancient and Medieval Civilization |   |
| MAT 167    | Calculus with Analytic Geometry I | 5 |
| PED 101    | Fitness and Wellness              | 3 |
| PHL 210    | Introduction to Philosophy        | 3 |
| or PHL 230 | Ethics                            |   |
| PHY 104    | Introduction to Astronomy         | 4 |
| or PHY 107 | Introduction to Physics           |   |
| 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 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 081 Foundations for University Mathematics I 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 special sessions such as graphing calculator 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 with computer software, books and other materials. 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.

### Freshman Seminar

(816) 271-5621

[www.missouriwestern.edu/fye](http://www.missouriwestern.edu/fye) (<http://www.missouriwestern.edu/fye>)  
[unv101](https://www.missouriwestern.edu/unv101) (<https://www.missouriwestern.edu/unv101>)

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/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).

#### 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 Hearn 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

- 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 (Disability Student Services)

Students with disabilities are provided accommodations and services as mandated by the Americans with Disabilities Act (1990). These services are tailored to their particular disability as stated in their documentation (must be from the last three years). Services may include testing in a quiet room with extended time, peer note takers, accessible seating in the classroom, interpreters for the hearing impaired and use of adaptive equipment (including a reading machine, voice-activated computers, etc.).

Students who are registered with this office provide each of their professors with a confidential form at the beginning of each semester that details what services they are provided based on their disability. Additional information may be found at [www.missouriwestern.edu/arc](http://www.missouriwestern.edu/arc) (<http://www.missouriwestern.edu/arc>) or contact (816) 271-4330. The Accessibility Resource Center is located in Eder Hall 203.

## 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, old 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 for 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 is comprised of the Griffons for Hire Career Management Portal and the Campus-Based Community Experience Program, Learn Serve Change the World. The Student Employment Program is a unit with the Career Development Center located 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 Recruitment & Student Services

The office provides ongoing support for all international students at Missouri Western. Dedicated staff hold an orientation for incoming international students and are available for F1 and J1 visa immigration advisement and other non-academic related services. The office also promotes cultural understanding, global perspective and learning opportunities through a variety of events on campus including but not limited to the Global Hot Topic Series, International Education Fair, and International cuisine food tasting. The office provides mentorship and guidance to the International Student Association. Contact the office for volunteer opportunities, program initiatives, partnerships, co-sponsorships, and/or general international student recruitment/admission guidance. Call (816) 271-5981, or visit Blum Union, Room 210. [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 Student Union is the campus center for co-curricular programs and activities. The Union houses many services for students, including the Campus Cupboard, Barnes and Noble Bookstore, Starbucks coffee, 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, Center for Student Involvement, Center for Multicultural Education, Missouri Western State University Police Department, Esry Student Health Center, Griffs Give Back, International Recruitment and Student Services, 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, 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 test guides, 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 Hearn 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 3:30 p.m. during the week. The office is closed on weekends 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 concerning thefts, vandalism, uninvited guests, fires, vehicle assists, medical assists and any emergency situation.

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 6:00 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 or (816) 271-4312.



## 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 208 or calling (816) 271-5605.

## 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

Dr. Mike Lane, Dean  
lane@missouriwestern.edu  
(816) 271-4476  
www.missouriwestern.edu/Business (<http://www.missouriwestern.edu/Business>)

## Vision

The Craig School of Business aspires to be one of the best undergraduate business schools in a regional public university and to support limited graduate programs.

## Mission

The mission of the Steven L. Craig School of Business at Missouri Western State University is to provide undergraduate students with transformative educational opportunities and a strong foundational education in business. We will also serve graduate students through a limited number of focused graduate programs. The Craig School of Business views its role of service to the region and the interaction with its stakeholders as a key driver of student education and faculty development. The Craig School of Business is committed to scholarly and professional activities that are congruent with this Mission predominantly applied and pedagogical.

The Steven L. Craig School of Business 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, and
3. 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:

|                   |   |     |
|-------------------|---|-----|
| 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 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 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:

|                              |  |     |
|------------------------------|--|-----|
| ACC 201                      | Introductory Financial Accounting                  | 3   |
| COM 104                      | Oral Communication                                 | 3   |
| ECO 260                      | Principles of Macroeconomics                       | 3   |
| or ECO 261                   | Principles of Microeconomics                       |     |
| ENG 108                      | College Writing and Research                       | 3   |
| or ENG 112                   | Honors Composition and Rhetoric                    |     |
| GBA 210                      | Business Statistics I                              | 3   |
| or MAT 132                   | Elementary Statistics                              |     |
| 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                  |     |

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 courses unless they have been admitted to the Craig School.

- Accounting (Bachelor of Science in Business Administration, B.S.B.A.) (p. 45)
- 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. 46)
- Marketing (Bachelor of Science in Business Administration, B.S.B.A.) (p. 47)
- Supply Chain Management (Bachelor of Science in Business Administration, B.S.B.A.) (p. 48)

## Minors

- Entrepreneurship Minor (p. 49)
- Finance Minor (Accounting Majors Only) (p. 50)
- General Business Minor (Non-business Majors Only) (p. 50)
- International Studies Minor (p. 250)

## Courses

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- Accounting (ACC) (p. 40)
- Entrepreneurship (ENT) (p. 40)
- Finance (FIN) (p. 40)
- General Business (GBA) (p. 40)
- Management (MGT) (p. 40)
- Marketing (MKT) (p. 40)
- Supply Chain Management (SCM) (p. 40)

## 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 137, 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. Should be taken prior to ACC 330 (concurrent enrollment allowed).

**Prerequisite(s):** ACC 201.

**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, and FIN 210 or concurrent enrollment in FIN 301.

**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.

**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):** BFC or CSB 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 132, 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):** BFC and PHL 230.

**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, BFC and PHL 230.**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) and PHL 230.**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, BFC and PHL 230.**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):** BFC, ACC 331, and PHL 230.**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):** BFC, ACC 336, and PHL 230.**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, BFC, PHL 230, 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 a completion of 9 credit hours of entrepreneurship minor restricted electives.

## 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, ECO 260 or ECO 261 and GBA 210 or MAT 132.**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, ECO 260 or ECO 261 and GBA 210 or MAT 132.**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 201, ACC 202, ECO 260, ECO 261, FIN 301, GBA 210 or MAT 132, GBA 211, and GBA 310.**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):** BFC and PHL 230.**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):** BFC and PHL 230.



**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):** BFC and PHL 230.**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):** BFC and PHL 230.

## 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 137, 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 132.**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):** Completion of 48 credit hours, including General Studies Category One - Basic Skills courses, and GBA 211.**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.**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 132, GBA 211, and GBA 220.**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):** Admission to the School of Business and completion of BFC and PHL 230.

**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):** Completion of BFC, PHL 230, and MGT 341.**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):** Completion of 90 credit hours including the BFC and PHL 230 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):** Completion of 90 credit hours including the BFC and PHL 230 and School of Business approval.**GBA 495 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.

## 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):** MGT 350, PHL 230, and GBA 210 or MAT 132 or PSY 300.**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):** Completion of 45 credit hours including General Studies Category One - Basic Skills courses.**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):** BFC and PHL 230.**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):** BFC, PHL 230, overall GPA of 2.5 or above, and submission of application.**MGT 395 Environmental Management Credits: 3****Typically Offered:** Spring.**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):** BFC and PHL 230, and completion of General Studies Category Two - Natural Sciences, 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):** BFC and PHL 230.**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):** BFC and PHL 230.**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):** GPA of 3.0 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):** BFC and PHL 230.

**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):** Admission to the School of Business, completion of 105 credit hours including BFC and PHL 230, 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):** BFC and PHL 230.**MGT 431 Management Science Credits: 3****Typically Offered:** Spring.**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):** BFC and PHL 230.**MGT 444 Organizational Staffing, Training, and Safety Credits: 3****Typically Offered:** Departmental Discretion.**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):** BFC and PHL 230.**MGT 445 Compensation and Benefits Management Credits: 3****Typically Offered:** Departmental Discretion.**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):** BFC and PHL 230.

## 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):** Completion of 45 credit hours including General Studies Category One - Basic Skills courses.**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.**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):** 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):** MKT 301 and MKT 311.**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):** BFC and PHL 230.**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):** BFC and PHL 230.**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):** BFC and PHL 230.**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):** BFC, MKT 401, and PHL 230.

## 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):** BFC 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):** BFC, junior standing and SCM 301.

**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 and SCM 301.

**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):** BFC, junior standing and SCM 301.

**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):** BFC, junior standing and SCM 301.

**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 and SCM 301.

**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

**General Studies**

|  |       |
|--|-------|
| Students must complete General Studies courses (p. 20) | 42-47 |
|--|-------|

**Business Foundation Courses (BFC)**

|  |    |
|--|----|
| Students must complete Business Foundation Courses | 36 |
|--|----|

**Additional BSBA Requirements**

|  |    |
|--|----|
| Students must complete BSBA Requirements | 15 |
|--|----|

**Major Requirements<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.

## 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              | 3            |
| or MAT 132         | Elementary Statistics              |              |
| GBA 211            | Business Law I                     | 3            |
| GBA 220            | Business Communications            | 3            |
| GBA 310            | Business Statistics II             | 3            |
| MGT 350            | Organizational Behavior            | 3            |
| MKT 301            | Principles of Marketing            | 3            |
| Total Credit Hours |                                    | 36           |

## Additional BSBA Requirements

| Code   | Title   | Credit Hours |
|--|---|--------------|
| MGT 416  | Production and Operations Management <sup>1</sup> | 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) <sup>1</sup> |   | 3            |
| Total Credit Hours   |   | 15           |

<sup>1</sup> Credit for this requirement must be earned from the Steven L. Craig School of Business.

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

## Graduation Requirements

1. Earn a minimum of 124 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).



- 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

### General Studies

Students must complete General Studies courses (p. 20) 42-47

### Business Foundation Courses (BFC)

Students must complete Business Foundation Courses 36

### Additional BSBA Requirements

Students must complete Additional BSBA Requirements 15

### Major Requirements <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                    |   |

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

## 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              | 3            |
| or MAT 132         | Elementary Statistics              |              |
| GBA 211            | Business Law I                     | 3            |
| GBA 220            | Business Communications            | 3            |
| GBA 310            | Business Statistics II             | 3            |
| MGT 350            | Organizational Behavior            | 3            |
| MKT 301            | Principles of Marketing            | 3            |
| Total Credit Hours |                                    | 36           |

## Additional BSBA Requirements

| Code   | Title   | Credit Hours |
|--|---|--------------|
| MGT 416  | Production and Operations Management <sup>1</sup> | 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) <sup>1</sup> |   | 3            |
| Total Credit Hours   |   | 15           |

<sup>1</sup> Credit for this requirement must be earned from the Steven L. Craig School of Business.

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

## Graduation Requirements

- Earn a minimum of 124 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

### General Studies

Students must complete General Studies courses (p. 20) 42-47

### Business Foundation Courses (BFC)

Students must complete Business Foundation Courses 36

### Additional BSBA Requirements

Students must complete Additional BSBA Requirements 15

### Major Requirements <sup>1</sup>

|   |   |    |
|---|---|----|
| 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  |
| Select one of the following:              |   | 3  |
| ECO 361                                   | Intermediate Microeconomics                         |    |
| ECO 364                                   | Labor Economics                                     |    |
| ECO 461                                   | International Trade                                 |    |

Select four upper-division Business electives from the following:<sup>2</sup> 12

Upper-level MGT not taken as a Management Major requirement

|         |   |
|---------|---|
| 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                        |

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

<sup>2</sup> The four electives must be taken from at least two Business prefixes.

## 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              | 3            |
| or MAT 132         | Elementary Statistics              | 3            |
| GBA 211            | Business Law I                     | 3            |
| GBA 220            | Business Communications            | 3            |
| GBA 310            | Business Statistics II             | 3            |
| MGT 350            | Organizational Behavior            | 3            |
| MKT 301            | Principles of Marketing            | 3            |
| Total Credit Hours |                                    | 36           |

## Additional BSBA Requirements

| Code   | Title   | Credit Hours |
|--|---|--------------|
| MGT 416  | Production and Operations Management <sup>1</sup> | 3            |
| ACC 418  | Accounting Information Systems                    | 3            |
| or MGT 418   | Management Information Systems                    | 3            |
| MGT 419  | Strategic Management                              | 3            |
| PHL 230  | Ethics  | 3            |
| Select three credit hours of Applied Learning course(s) <sup>1</sup> |   | 3            |
| Total Credit Hours   |   | 15           |

<sup>1</sup> Credit for this requirement must be earned from the Steven L. Craig School of Business.

NOTE: All upper-division Business courses required for the BSBA must be taken from the Steven L. Craig School of Business, from an AACSB

accredited university or from a school with an approved articulation agreement.

## Graduation Requirements

1. Earn a minimum of 124 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.

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

### General Studies

Students must complete General Studies courses (p. 20) 42-47

### Business Foundation Courses (BFC)

Students must complete Business Foundation Courses 36

### Additional BSBA Requirements

Students must complete Additional BSBA Requirements 15

### Major Requirements<sup>1</sup>

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 |

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.

## 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              | 3            |
| or MAT 132 | Elementary Statistics              | 3            |
| GBA 211    | Business Law I                     | 3            |
| GBA 220    | Business Communications            | 3            |

|                    |                         |    |
|--------------------|-------------------------|----|
| GBA 310            | Business Statistics II  | 3  |
| MGT 350            | Organizational Behavior | 3  |
| MKT 301            | Principles of Marketing | 3  |
| Total Credit Hours |                         | 36 |

## Additional BSBA Requirements

| Code   | Title  | Credit Hours |
|--|--|--------------|
| MGT 416  | Production and Operations Management <sup>1</sup>                | 3            |
| ACC 418<br>or MGT 418  | Accounting Information Systems<br>Management Information Systems | 3            |
| MGT 419  | Strategic Management   | 3            |
| PHL 230  | Ethics   | 3            |
| Select three credit hours of Applied Learning course(s) <sup>1</sup> |  | 3            |
| Total Credit Hours   |  | 15           |

<sup>1</sup> Credit for this requirement must be earned from the Steven L. Craig School of Business.

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

## Graduation Requirements

1. Earn a minimum of 124 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.

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

### Requirements

|  |                                       |       |
|--|---------------------------------------|-------|
| <b>General Studies</b>                                 |                                       |       |
| Students must complete General Studies courses (p. 20) |                                       | 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 301  | Principles of Supply Chain Management | 3     |

|  |                                   |   |
|--|-----------------------------------|---|
| 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 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.

## 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              | 3            |
| or MAT 132         | Elementary Statistics              |              |
| GBA 211            | Business Law I                     | 3            |
| GBA 220            | Business Communications            | 3            |
| GBA 310            | Business Statistics II             | 3            |
| MGT 350            | Organizational Behavior            | 3            |
| MKT 301            | Principles of Marketing            | 3            |
| Total Credit Hours |                                    | 36           |

## Additional BSBA Requirements

| Code   | Title  | Credit Hours |
|--|--|--------------|
| MGT 416  | Production and Operations Management <sup>1</sup>                | 3            |
| ACC 418<br>or MGT 418  | Accounting Information Systems<br>Management Information Systems | 3            |
| MGT 419  | Strategic Management   | 3            |
| PHL 230  | Ethics   | 3            |
| Select three credit hours of Applied Learning course(s) <sup>1</sup> |  | 3            |
| Total Credit Hours   |  | 15           |

<sup>1</sup> Credit for this requirement must be earned from the Steven L. Craig School of Business.

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

## Graduation Requirements

1. Earn a minimum of 124 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

### Minor Requirements

|  |   |    |
|--|---|----|
| ENT 201  | Entrepreneurship I                            | 3  |
| ENT 301  | Entrepreneurship II                           | 3  |
| Select twelve additional credit hours from the following: <sup>1</sup> |   | 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 Communications                  |    |
| 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/ETC 224          | Web Content and Design                     |    |
| JOU 303              | Media Law and Ethics                       |    |
| JOU 327              | Publication Design                         |    |
| JOU/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              | Recreation Law for the Practitioner        |    |
| RSM 343              | Promotion of Sport and Recreation Agencies |    |
| RSM 360              | Commercial Recreation                      |    |
| SPA 211              | Spanish for the Professional               |    |
| THR 140              | Production Participation                   |    |
| THR 221              | Technical Production 1                     |    |
| THR 228              | Acting I                                   |    |
| CHI/FRE/GER/ SPA 100 | Elementary Chinese I                       |    |
| CHI/FRE/GER/ SPA 101 | Elementary Chinese II                      |    |
| CHI/FRE/GER/ SPA 200 | Intermediate Chinese I                     |    |
| CHI/FRE/GER/ SPA 201 | Intermediate Chinese 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.

4. Earn a minor GPA of at least 2.0.

## Finance Minor Requirements (Accounting Majors Only)

### Minor Requirements

|   |                                    |    |
|---|------------------------------------|----|
| 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

### Minor Requirements

|                    |                                   |    |
|--------------------|-----------------------------------|----|
| ACC 201            | Introductory Financial Accounting | 3  |
| ECO 261            | Principles of Microeconomics      | 3  |
| 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.

# SCHOOL OF FINE ARTS

---

Dr. Robert Willenbrink, Founding Dean

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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. 52)

- Music (p. 62)
- Theatre, Cinema & Dance (p. 80)

## Department of Art

Peter Hriso, Chairperson  
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[www.missouriwestern.edu/Art](http://www.missouriwestern.edu/Art) (<http://www.missouriwestern.edu/Art>)

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 Major Review of their work. 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.

## 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.

## Majors

- Art (Bachelor of Science in Education, B.S.E.) (p. 56)
- Digital Animation (Bachelor of Fine Arts, B.F.A.) (p. 57)

- Graphic Design (Bachelor of Fine Arts, B.F.A.) (p. 57)
- Studio (Bachelor of Fine Arts, B.F.A.) (p. 58)

## Minors

- Art History Minor (p. 59)
- Ceramics Minor (p. 59)
- Digital Animation Minor (p. 59)
- Drawing Minor (p. 59)
- Graphic Design Minor (p. 60)
- Illustration Minor (p. 60)
- Painting Minor (p. 60)
- Photography Minor (p. 60)
- Printmaking Minor (p. 60)
- Sculpture Minor (p. 61)

## Courses Art (ART)

| Course Category                 | Courses  |
|---------------------------------|--|
| History and Appreciation of Art | ART 100, ART 133, ART 205, ART 255, ART 257, ART 324, ART 335, ART 356, ART 357, ART 450, ART 456, ART 457, ART 493, ART 494   |
| Study Away                      | ART 381  |
| Studio Art                      | ART 110, ART 120, ART 130, ART 140, ART 160, ART 170, ART 180, ART 210, ART 229, ART 250, ART 300, ART 310, ART 315, ART 320, ART 321, ART 325, ART 329, ART 333, ART 339, ART 340, ART 345, ART 349, ART 350, ART 359, ART 360, ART 369, ART 370, ART 375, ART 379, ART 380, ART 388, ART 395, ART 410, ART 420, ART 440, ART 449, ART 453, ART 459, ART 460, ART 465, ART 470, ART 475, ART 480, ART 488, ART 492, ART 495 |

### ART 100 Introduction to Art Credits: 3

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

**Course Description:** General background in the history, philosophy, principles, and techniques of the visual arts.

### ART 110 Beginning Drawing I Credits: 3

**Typically Offered:** Fall, Spring.

**Course Description:** Elementary drawing with the figure, still life, landscape, and perspective in various media. Six studio hours.

### ART 120 Two-Dimensional Design Credits: 3

**Typically Offered:** Fall, Spring.

**Course Description:** Design principles and fundamentals in two-dimensional media using a problem-solving approach. Six studio hours.

### ART 130 Introduction to Tools and Techniques Credits: 2

**Typically Offered:** Fall, Spring.

**Course Description:** Basic skills with studio hand tools and power equipment; emphasizes safety procedures. This course is a prerequisite for any studio art course except ART 110 and ART 120. Four studio hours.

### ART 133 Introduction to Art Therapy Credits: 3

**Typically Offered:** Fall.

**Course Description:** This course provides an introduction to the definitions, historical roots, theoretical underpinnings, and basic elements of the field of art therapy. Course topics will include an examination of the major contributors to the field, what art therapists do, where art therapists work, how art-making can be used to affect behavioral, emotional, and psychological changes, and how art therapy can be used in the context of various psychological approaches. Students will experience first-hand a variety of art therapy interventions.

### ART 140 Ceramics I Credits: 3

**Typically Offered:** Fall, Spring.

**Course Description:** Traditional and contemporary approaches to ceramics as an art form; emphasizes technical, historical, and aesthetic problems. Six studio hours.

### ART 160 Beginning Drawing II Credits: 3

**Typically Offered:** Fall, Spring.

**Course Description:** The figure in various media; still life, landscape, and nonobjective directions; problems dealing with the complete drawing. Six studio hours. **Prerequisite(s):** ART 110 and ART 120.

### ART 170 Three-Dimensional Design Credits: 3

**Typically Offered:** Fall, Spring.

**Course Description:** Emphasis on form and composition using a problem solving approach; exploration of a wide variety of three-dimensional materials and processes. Six studio hours. **Prerequisite(s):** ART 110 and ART 130.

### ART 180 Fibers Credits: 3

**Typically Offered:** Fall, Spring.

**Course Description:** Introduction to basic fiber arts with an overview of materials and methods. Exploration of the media may include surface design, textile printing, fabric construction, weaving, papermaking, book construction, and sculptural techniques. Six studio hours. May be repeated for credit.

### ART 205 Ancient Through Medieval Art Credits: 3

**Typically Offered:** Fall.

**Course Description:** History of art in western civilization: prehistoric times through the Middle Ages.

### ART 210 Animation Fundamentals Credits: 3

**Typically Offered:** Fall, Spring.

**Course Description:** Study of the fundamental principles and mechanics of motion through animation. Students explore timing, spacing, weight, staging an image for clarity, emotion and storytelling, and learn to apply and manipulate the fundamental concepts to creatively animate an idea. May be repeated up to 4 times for credit. **Prerequisite(s):** ART 110, ART 120, ART 160, and credit or concurrent enrollment in ART 229.

### ART 229 Design Software Applications Credits: 3

**Typically Offered:** Fall, Spring.

**Course Description:** Introduction to computer hardware, software and peripherals commonly used by professional artists. Beginning projects utilizing computer-assisted design. **Prerequisite(s):** ART 110 and ART 120.



**ART 250 Motion Graphics Credits: 3****Typically Offered:** Fall, Spring.**Course Description:** This course is an introduction to Motion Graphics and Compositing, which includes the categories of commercial, interactive, broadcast, main title and music video. The course will include lectures, showcases and demonstrations of the history, techniques and applications of motion graphics in media. May be repeated for up to 4 times for credit. **Prerequisite(s):** ART 110, ART 120 and credit or concurrent enrollment in ART 229.**ART 255 Renaissance Through Modern Art Credits: 3****Typically Offered:** Spring.**Course Description:** History of art in western civilization: Renaissance through modern times. **Prerequisite(s):** ART 205.**ART 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 PHL 257. **Prerequisite(s):** ART 205 and ART 255, or permission from the instructor or departmental approval.**ART 300 Elementary Art Teaching: Philosophy and Methods Credits: 3****Typically Offered:** Fall, Spring, Summer.**Course Description:** Current methods and materials for the teaching of art in the elementary grades; theory and experience with elementary school art projects. **Prerequisite(s):** EDU 202 and MUS 101. Elementary education majors may not take this course until officially admitted to teacher education.**ART 310 Intermediate Drawing Credits: 3****Typically Offered:** Fall.**Course Description:** The figure in various media; still life, landscape, and nonobjective directions; intermediate problems dealing with the complete drawing. Six studio hours. **Prerequisite(s):** ART 160.**ART 315 Illustration I Credits: 3****Typically Offered:** Fall, Spring.**Course Description:** Techniques and media used in the production of drawings for commercial purposes. Six studio hours. **Prerequisite(s):** ART 110, ART 120, and ART 310.**ART 320 Ceramics II Credits: 3****Typically Offered:** Fall, Spring.**Course Description:** Hand building and throwing techniques; introduces kiln firing and glaze formulation. Six studio hours. **Prerequisite(s):** ART 140.**ART 321 Digital 3D Modeling Credits: 3****Typically Offered:** Fall.**Course Description:** Working with industrial 3D modeling software, this course provides an introduction to 3D model design. Students will learn how to utilize modeling techniques and applications, and gain a basic understanding of 3D modeling to design organized virtual models. May be repeated for credit. **Prerequisite(s):** ART 110, ART 120, ART 160, and credit or concurrent enrollment in ART 210 and ART 229.**ART 324 Topics in the History of Cinema Credits: 3****Typically Offered:** Departmental Discretion.**Course Description:** Viewing and discussion of thematic concepts of cinema from genre of films, auteur theory of directors and other related topics. **Prerequisite(s):** ART 205 and ART 255, or permission from the instructor or departmental approval.**ART 325 Digital 3D Lighting Credits: 3****Typically Offered:** Spring.**Course Description:** Study beginning rendering techniques using industry standard renderers. Create custom shaders, work with lighting, and develop an understanding of the rendering and lighting process. May be repeated for credit. **Prerequisite(s):** ART 110, ART 120, ART 160, ART 210, ART 229 and ART 321.**ART 326 Introduction to Game Design Credits: 3****Typically Offered:** Departmental Discretion.**Course Description:** In this course we will explore the process for creating, exporting and importing assets from standard 3D modeling and animation software to a game engine. Students will learn the how to create models, textures, dynamic assets, particle effects and materials for real-time application. This course will also cover character creation, modeling, texturing and rigging for gaming. May be repeated for credit. **Prerequisite(s):** ART 321 and ART 325.**ART 329 Graphic Design I Credits: 3****Typically Offered:** Fall, Spring.**Course Description:** An introduction to the practical and theoretical aspects of graphic design, focusing on the exploration of conceptual ideas and the development of visual problem-solving skills. Identity systems, principles of symbology, and the fundamentals of page layout will be explored. Six studio hours. **Prerequisite(s):** ART 110, ART 120, and credit or concurrent enrollment in ART 229.**ART 333 Typography Credits: 3****Typically Offered:** Fall.**Course Description:** A study of the principles and practices of historic and contemporary typographic design focusing on such factors as size, form, contrast, color, spacing and design of the printed word and printed page. Students learn typographic structure and informational hierarchies while exploring both the formal and expressive qualities of type. Six studio hours. **Prerequisite(s):** ART 110, ART 120, ART 130, and credit or concurrent enrollment in ART 229.**ART 335 Aesthetics and the Arts Credits: 3****Typically Offered:** Departmental Discretion.**Course Description:** Survey of modern theories of aesthetic experience and the arts with reference to classical and contemporary views. Same as PHL 335. **Prerequisite(s):** ART 257.**ART 339 Printmaking I Credits: 3****Typically Offered:** Fall, Spring.**Course Description:** Relief and intaglio printmaking processes. Six studio hours. **Prerequisite(s):** ART 120 and ART 160.**ART 340 Printmaking II Credits: 3****Typically Offered:** Fall, Spring.**Course Description:** Continued exploration of relief and intaglio processes. Six studio hours. **Prerequisite(s):** ART 339.**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 356 American Art: Columbus to 1865 Credits: 3**

**Typically Offered:** Fall (even-numbered years).

**Course Description:** Development of art in the United States. **Prerequisite(s):** ART 205 and ART 255.

**ART 357 American Art since 1865 Credits: 3**

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

**Course Description:** Architecture, decorative arts, painting and sculpture since the Civil War. **Prerequisite(s):** ART 205 and ART 255.

**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 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 456 Art in the Age of Modernity Credits: 3****Typically Offered:** Fall (odd-numbered years).**Course Description:** Major movements of the 19th and 20th centuries focusing on painting, sculpture and architecture. **Prerequisite(s):** ART 205 and ART 255.**ART 457 Art since 1945 Credits: 3****Typically Offered:** Spring (odd-numbered years).**Course Description:** The latest trends, theories and technologies in visual and conceptual art. **Prerequisite(s):** ART 205 and ART 255.**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 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.

#### General Studies

|  |       |
|--|-------|
| Students must complete General Studies courses (p. 20) | 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 180                      | Fibers                               | 3 |
| ART 205                      | Ancient Through Medieval Art         | 3 |
| Select one of the following: |                                      | 3 |
| ART 229                      | Design Software Applications         |   |
| ART 339                      | Printmaking I                        |   |
| ART 359                      | Photography I                        |   |
| ART 255                      | Renaissance Through Modern Art       | 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. 201) |   | 36 |

## Graduation Requirements

1. Earn a minimum of 124 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

#### General Studies

Students must complete General Studies courses (p. 20) 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 160                      | Beginning Drawing II                 | 3 |
| ART 170                      | Three-Dimensional Design             | 3 |
| ART 205                      | Ancient Through Medieval Art         | 3 |
| ART 210                      | Animation Fundamentals               | 3 |
| ART 229                      | Design Software Applications         | 3 |
| ART 250                      | Motion Graphics                      | 3 |
| ART 255                      | Renaissance Through Modern Art       | 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 124 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

#### General Studies

Students must complete General Studies courses (p. 20) 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 |
| or ART 379                   | Sculpture I                          |   |
| ART 160                      | Beginning Drawing II                 | 3 |
| ART 170                      | Three-Dimensional Design             | 3 |
| ART 205                      | Ancient Through Medieval Art         | 3 |
| ART 229                      | Design Software Applications         | 3 |
| ART 250                      | Motion Graphics                      | 3 |
| or ART 388                   | Interactive Design II                |   |
| ART 255                      | Renaissance Through Modern Art       | 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 124 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

### General Studies

Students must complete General Studies courses (p. 20) 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 | Ancient Through Medieval Art           | 3 |
| ART 229 | Design Software Applications           | 3 |
| ART 255 | Renaissance Through Modern Art         | 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 124 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.)

### General Studies

Students must complete General Studies courses (p. 20) 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 | Ancient Through Medieval Art         | 3 |
| ART 229 | Design Software Applications         | 3 |
| ART 255 | Renaissance Through Modern Art       | 3 |
| ART 359 | Photography I                        | 3 |
| ART 369 | Painting I                           | 3 |
| ART 379 | Sculpture I                          | 3 |

### Concentration Requirements

|         |   |   |
|---------|---|---|
| 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 124 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

### Minor Requirements

|                              |  |   |
|------------------------------|--|---|
| ART 205                      | Ancient Through Medieval Art           | 3 |
| ART 255                      | Renaissance Through Modern Art         | 3 |
| ART 257                      | Theory and Criticism of Visual Culture | 3 |
| ART 356                      | American Art: Columbus to 1865         | 3 |
| ART 357                      | American Art since 1865                | 3 |
| ART 456                      | Art in the Age of Modernity            | 3 |
| ART 457                      | Art since 1945                         | 3 |
| Select one of the following: |  | 3 |
| ART 324                      | Topics in the History of Cinema        |   |
| ART 335                      | Aesthetics and the Arts                |   |
| ART 381                      | IN-Site Art and Cultural Experience    |   |
| ART 450                      | Independent Research/Project           |   |

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.

## Ceramics Minor Requirements

### Minor Requirements

|         |              |   |
|---------|--------------|---|
| 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 |

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.

## Digital Animation Minor Requirements

### Minor Requirements

|         |                              |   |
|---------|------------------------------|---|
| 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

### Minor Requirements

|         |                              |   |
|---------|------------------------------|---|
| 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

#### Minor Requirements

|                    |                              |    |
|--------------------|------------------------------|----|
| 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

#### Minor Requirements

|                    |                              |    |
|--------------------|------------------------------|----|
| 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                   | 3  |
| 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

#### Minor Requirements

|                    |                              |    |
|--------------------|------------------------------|----|
| 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                | 3  |
| 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

#### Minor Requirements

|                    |                              |    |
|--------------------|------------------------------|----|
| 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 |

## 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

#### Minor Requirements

|            |                              |   |
|------------|------------------------------|---|
| 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         | 3 |
| 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

### Minor Requirements

|                    |                                      |    |
|--------------------|--------------------------------------|----|
| 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).
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 Music

R. Lee Harrelson, Chairperson  
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[www.missouriwestern.edu/Music](http://www.missouriwestern.edu/Music) (<http://www.missouriwestern.edu/Music>)

The Department of Music provides a curriculum for the training of musicians and music educators. It is primarily concerned with improving the skills and disciplining the talents of music majors. The department also offers courses and activities for all college students to enhance their appreciation and understanding of music. Students are encouraged to broaden their contact with music by attending the many cultural programs in St. Joseph and area concert halls and by participating in programs by student musicians. The Department of Music is an accredited institutional member of the National Association of Schools of Music.

All music major degree programs have a concert/recital attendance applied learning activity requirement. To complete the degree, the student must attend 12 approved performances each semester for a total of 6 semesters. This is in addition to all coursework for any music major degree. Attendance requirements and an approved listing of concerts/recitals are provided at the beginning of each regular semester.

## Solo Performance

All degree candidates in music may petition the Department to be allowed to pursue a solo performance program of study in their major applied music area. This program requires a one hour (two credits) applied lesson each semester, MUS 390 Junior Recital (one-half hour), and MUS 491 Senior Recital (one hour). There may also be other coursework required by the student's applied teacher relevant to the performance medium and student career objectives.

Permission to continue this performance program is on a semester-by-semester basis and will be approved as part of each semester's applied jury review and examination.

## 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.

### Music (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

- Music (Bachelor of Arts, B.A.) (p. 74)
- Music (Bachelor of Music, B.M.) (p. 77)
- Music (Bachelor of Music in Education, B.M.E.) (p. 75)

## Concentrations

- Jazz Studies (p. 78)
- Piano Pedagogy (p. 78)

## Minors

- Music Minor (p. 78)
- Music Technology Minor (p. 78)
- Musical Theatre Minor (p. 79)

## Courses

### Music (MUS)

| Course Category   | Courses   |
|-------------------|---|
| Major Ensemble    | MUS 140, MUS 142, MUS 143, MUS 145, MUS 146, MUS 338, MUS 346, MUS 347, MUS 352   |
| Chamber Ensembles | MUS 339, MUS 340, MUS 341, MUS 343, MUS 344, MUS 345, MUS 349, MUS 350  |
| Music Pedagogy    | MUS 109, MUS 111, MUS 201, MUS 205, MUS 211, MUS 212, MUS 220, MUS 292, MUS 301, MUS 307, MUS 308, MUS 320, MUS 321, MUS 322, MUS 325, MUS 326, MUS 328, MUS 330, MUS 331, MUS 332, MUS 333, MUS 334, MUS 335, MUS 353, MUS 354, MUS 392, MUS 393, MUS 430, MUS 467, MUS 468, MUS 492 |

### MUS 100 Concert/Recital Attendance Credits: 0

**Typically Offered:** Fall, Spring.

**Course Description:** Attendance at department approved concerts and recitals. All music majors are required to have six semesters of credit (CR) as part of the music major degree requirements. May be repeated.

### MUS 101 Perspectives in Music Credits: 3

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

**Course Description:** Music materials, forms, historical-social development of composers and compositions. Various themes may be pursued. May not be repeated for credit.

### MUS 103 Fundamentals of Music Credits: 2

**Typically Offered:** Departmental Discretion.

**Course Description:** Materials of music through triads and simple double and triple rhythm; includes music reading/aural recognition. Meets three hours per week.

**MUS 106 Basic Keyboard Skills I Credits: 2**

**Typically Offered:** Departmental Discretion.

**Course Description:** Keyboard orientation; intervallic reading; I, V chord structures and harmonization. No piano background required.

**MUS 108 Basic Keyboard Skills II Credits: 2**

**Typically Offered:** Departmental Discretion.

**Course Description:** Primary chord structures and harmonization, simple accompaniment patterns, reading skills, scale structures. **Prerequisite(s):** MUS 106 or departmental approval.

**MUS 109 Functional Voice Class Credits: 1**

**Typically Offered:** Departmental Discretion.

**Course Description:** This course is designed to provide the instrumental music education major and the beginning non-music major with functional knowledge of the vocal process and vocal performance experience. Meets two days a week.

**MUS 111 Functional Instrumental Techniques Credits: 1**

**Typically Offered:** Departmental Discretion.

**Course Description:** This course is designed to acquaint the choral/vocal music education major with performance techniques of four families of instruments: woodwinds, brasses, strings, and percussion. The class will explore the methods of performance on the primary instruments of each family. Meets two hours per week.

**MUS 117 Theory and Analysis 1 Credits: 2**

**Typically Offered:** Spring.

**Course Description:** Review of notation of pitch and rhythm, meter, scales and scale degree names, and modes. Study of the procedures of part-writing of triads and inversions. Includes instrument ranges and transpositions. **Prerequisite(s):** MUS103 or department approval. Meets three days a week.

**MUS 118 Aural Training 1 Credits: 1**

**Typically Offered:** Spring.

**Course Description:** This course sequence is designed to develop the practical skills of the music major through sight-singing, dictation, improvisation, composition, and to integrate theoretical concepts (the Theory and Analysis sequence) with various styles of music. Content includes pitch and rhythm, scales and modes, meters, intervals, trends and seventh chords, and embellishment. Meets two days a week.

**MUS 140 Community Chorus Credits: 1**

**Typically Offered:** Fall, Spring.

**Course Description:** Group singing of various styles of music literature. Meets two hours per week.

**MUS 142 University Men's Chorus Credits: 1**

**Typically Offered:** Departmental Discretion.

**Course Description:** A non-auditioned vocal ensemble open to all men that focuses on healthy development of the singing voice. Music performed includes selections from all stylistic genres. Number of concerts may vary by semester. Students are financially responsible for appropriate concert attire. Three hours per week.

**MUS 143 University Women's Chorus Credits: 1**

**Typically Offered:** Departmental Discretion.

**Course Description:** A non-auditioned vocal ensemble open to all women that focuses on healthy development of the singing voice. Music performed includes selections from all stylistic genres. Number of concerts may vary by semester. Students are financially responsible for appropriate concert attire. Three hours per week.

**MUS 145 Marching Band Credits: 1**

**Typically Offered:** Fall.

**Course Description:** Performance of marching maneuvers. Meets six hours per week. May be repeated for credit. Rehearsals commence about one week before beginning of semester. Meets General Studies Category 5, Line 2 physical activity course. **Prerequisite(s):** Departmental approval.

**MUS 146 Concert Band Credits: 1**

**Typically Offered:** Spring.

**Course Description:** Basic concert band literature with public performance; laboratory for conducting and arranging students; experience on secondary instruments. Meets three hours per week.

**MUS 150 Applied Euphonium: Secondary Instrument Credits: 1**

**Typically Offered:** Fall, Spring.

**Course Description:** For the music major studying a secondary applied area and for the non-major; studies compatible with the student's training and development. May be repeated for credit. Special fees for applied music are assessed for these courses. **Prerequisite(s):** Appropriate applied music methods courses and/or departmental approval.

**MUS 151 Applied French Horn: Secondary Instrument Credits: 1**

**Typically Offered:** Fall, Spring.

**Course Description:** For the music major studying a secondary applied area and for the non-major; studies compatible with the student's training and development. May be repeated for credit. Special fees for applied music are assessed for these courses. **Prerequisite(s):** Appropriate applied music methods courses and/or departmental approval.

**MUS 152 Applied Trombone: Secondary Instrument Credits: 1**

**Typically Offered:** Fall, Spring.

**Course Description:** For the music major studying a secondary applied area and for the non-major; studies compatible with the student's training and development. May be repeated for credit. Special fees for applied music are assessed for these courses. **Prerequisite(s):** Appropriate applied music methods courses and/or departmental approval.

**MUS 153 Applied Trumpet: Secondary Instrument Credits: 1**

**Typically Offered:** Fall, Spring.

**Course Description:** For the music major studying a secondary applied area and for the non-major; studies compatible with the student's training and development. May be repeated for credit. Special fees for applied music are assessed for these courses. **Prerequisite(s):** Appropriate applied music methods courses and/or departmental approval.

**MUS 154 Applied Tuba: Secondary Instrument Credits: 1**

**Typically Offered:** Fall, Spring.

**Course Description:** For the music major studying a secondary applied area and for the non-major; studies compatible with the student's training and development. May be repeated for credit. Special fees for applied music are assessed for these courses. **Prerequisite(s):** Appropriate applied music methods courses and/or departmental approval.

**MUS 155 Applied Percussion: Secondary Instrument Credits: 1**

**Typically Offered:** Fall, Spring.

**Course Description:** For the music major studying a secondary applied area and for the non-major; studies compatible with the student's training and development. May be repeated for credit. Special fees for applied music are assessed for these courses. **Prerequisite(s):** Appropriate applied music methods courses and/or 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 287 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 288 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 289 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 290 Jazz Improvisation 1 Credits: 1****Typically Offered:** Departmental Discretion.**Course Description:** Introduction of the tools for improvisation: basic jazz theory (chords, scales, progressions), study of basic scalar patterns, the application to blues playing, and learning tunes. Meets two hours per week. **Prerequisite(s):** MUS 117 and MUS 118, or departmental approval.**MUS 292 Piano Pedagogy I: Introduction to Piano Pedagogy Credits: 2****Typically Offered:** Departmental Discretion.**Course Description:** Study of the piano as an instrument, physicality of playing the piano, psychology of learning, and historical through modern treatises on piano performance and pedagogy. To be taken concurrently with MUS 188. **Prerequisite(s):** MUS 117.**MUS 300 Notation and Sequencing Credits: 2****Typically Offered:** Departmental Discretion.**Course Description:** Continuation of MUS 210. Advanced study of computer music notation and sequencing software. Includes overview and development of music synthesis options: hardware and software. **Prerequisite(s):** MUS 210 or departmental approval.**MUS 301 Foundations in Vocal/Choral Techniques 2 Credits: 2****Typically Offered:** Departmental Discretion.**Course Description:** Provides the basic tools of singing in German and French with the use of the International Phonetic Alphabet. **Prerequisite(s):** MUS 201.**MUS 303 Commercial Harmony Credits: 2****Typically Offered:** Departmental Discretion.**Course Description:** Western tertian harmonic language and Afro-American/Latin-American rhythmic structures as applied to commercial music. **Prerequisite(s):** MUS 217 or departmental approval.**MUS 304 Form and Analysis Credits: 2****Typically Offered:** Fall.**Course Description:** An analytical study of musical structure: formal elements, harmony, standard forms and historical development. **Prerequisite(s):** MUS 101 and MUS 355.**MUS 305 Entrepreneurship in Music Credits: 3****Typically Offered:** Departmental Discretion.**Course Description:** Explores the many possible paths to a career in music. Emphasis on establishing networks, development of a professional portfolio, utilization of social media and the Internet, and an understanding of modern business principles within the field of music.**MUS 307 Percussion Methods and Materials Credits: 2****Typically Offered:** Departmental Discretion.**Course Description:** Class lessons to develop playing skills and instructional methodology of percussion instruments; techniques of teaching instrumental groups. Includes basic maintenance and repair of these instruments. Meets three days a week.**MUS 308 String Methods and Materials Credits: 2****Typically Offered:** Departmental Discretion.**Course Description:** Class lessons to develop playing skills and instructional methodology of string instruments; techniques of teaching instrumental groups. Includes basic maintenance and repair of these instruments. Meets three days a week.**MUS 310 History of Music: Ancient to Baroque Credits: 2****Typically Offered:** Spring.**Course Description:** Musical styles, techniques, composers, and culture from ancient music to the 1700s. **Prerequisite(s):** MUS 217.**MUS 311 History of Music: Classical to Modern Credits: 2****Typically Offered:** Fall.**Course Description:** Musical styles, techniques, composers, and culture from the 1700s to the early 1900s. **Prerequisite(s):** MUS 217.**MUS 312 Topics in Music Literature: Chamber Credits: 1-2****Typically Offered:** Fall, Spring.**Course Description:** Study through research in music literature and performance practices as they relate to chamber music. May be repeated for credit. **Prerequisite(s):** Departmental approval.**MUS 313 Topics in Music Literature: Choral Credits: 1-2****Typically Offered:** Fall, Spring.**Course Description:** Study through research in music literature and performance practices as they relate to choral music. May be repeated for credit. **Prerequisite(s):** Departmental approval.**MUS 314 Topics in Music Literature: Piano Credits: 1-2****Typically Offered:** Fall, Spring.**Course Description:** Study through research in music literature and performance practices as they relate to piano music. May be repeated for credit. **Prerequisite(s):** Departmental approval.**MUS 315 Topics in Music Literature: Organ Credits: 1-2****Typically Offered:** Fall, Spring.**Course Description:** Study through research in music literature and performance practices as they relate to organ music. May be repeated for credit. **Prerequisite(s):** Departmental approval.**MUS 316 Topics in Music Literature: Percussion Credits: 1-2****Typically Offered:** Fall, Spring.**Course Description:** Study through research in music literature and performance practices as they relate to percussion music. May be repeated for credit. **Prerequisite(s):** Departmental approval.**MUS 317 Topics in Music Literature: Solo Instrument Credits: 1-2****Typically Offered:** Fall, Spring.**Course Description:** Study through research in music literature and performance practices as they relate to solo instrument music. May be repeated for credit. **Prerequisite(s):** Departmental approval.

**MUS 318 Topics in Music Literature: Solo Voice Credits: 1-2**

**Typically Offered:** Fall, Spring.

**Course Description:** Study through research in music literature and performance practices as they relate to solo vocal music. May be repeated for credit. **Prerequisite(s):** Departmental approval.

**MUS 320 Elementary Music Methods and Materials Credits: 3**

**Typically Offered:** Departmental Discretion.

**Course Description:** Overview of methods and materials for teaching of music in grades K-6. For students majoring in music education.

**Prerequisite(s):** Either MUS 117, or both EDU 202 and EDU 203, and ability to read music.

**MUS 321 Orff, Kodaly and Laben Credits: 2**

**Typically Offered:** Departmental Discretion.

**Course Description:** Introduction to the educational processes involved in teaching music K-8, using the contemporary methods of Orff, Kodaly, and Laben. **Prerequisite(s):** MUS 220 or MUS 320.

**MUS 322 General Music Activities Credits: 2**

**Typically Offered:** Departmental Discretion.

**Course Description:** Developing and sequencing music skills and concepts in grades K-12 through increasing levels of cognitive abilities. **Prerequisite(s):** MUS 220 or MUS 320.

**MUS 323 Music History III Credits: 2**

**Typically Offered:** Spring.

**Course Description:** Musical styles, techniques, composers, and culture from the late 1800s to the present and a survey of world music.

**Prerequisite(s):** MUS 355.

**MUS 324 Electronics for Music Applications Credits: 3**

**Typically Offered:** Departmental Discretion.

**Course Description:** A study of the fundamentals of sound and acoustics and electric audio: loud speakers, amplifiers, microphones, cables, mixing consoles and signal processors, electronic instruments, MIDI and computer integration, sound recording and basic equipment maintenance. Meets four hours per week. **Prerequisite(s):** MUS 217 or departmental approval.

**MUS 325 Marching Band Techniques Credits: 1**

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

**Course Description:** Materials and ideas in marching band techniques. **Prerequisite(s):** MUS 145.

**MUS 326 Instrument Care and Repair Credits: 1**

**Typically Offered:** Departmental Discretion.

**Course Description:** Techniques and experience in the repair of band and orchestra instruments; emphasizes practical and economical use of materials, skill, and time. **Prerequisite(s):** Two of the following: MUS 211, MUS 212, MUS 307, MUS 353, and MUS 354.

**MUS 327 Commercial Music Seminar Credits: 3**

**Typically Offered:** Departmental Discretion.

**Course Description:** Problems in Commercial Music, including recording techniques, contracts, bookings, and agents, taxes, union membership, promotional materials and marketing techniques, rehearsal techniques, repertoire development, personnel and interpersonal relations, song writing and publishing. **Prerequisite(s):** MUS 217 or departmental approval.

**MUS 328 Choral Literature Credits: 2**

**Typically Offered:** Departmental Discretion.

**Course Description:** A study of repertoire appropriate for choral literature representing various levels of maturation and achievement (young adolescent through advanced high school groups and both large and small ensembles). Includes stylistic trends, musical characteristics and performance practices from Medieval to the Contemporary period. **Prerequisite(s):** MUS 301.

**MUS 330 Pedagogical Practices: Brass Credits: 1-2**

**Typically Offered:** Fall, Spring.

**Course Description:** Principles of teaching brass in the independent music studio; content will be determined by student need. May be repeated for credit. **Prerequisite(s):** Departmental approval.

**MUS 331 Pedagogical Practices: Keyboard Credits: 1-2**

**Typically Offered:** Fall, Spring.

**Course Description:** Principles of teaching keyboard in the independent music studio; content will be determined by student need. May be repeated for credit. **Prerequisite(s):** Departmental approval.

**MUS 332 Pedagogical Practices: Percussion Credits: 1-2**

**Typically Offered:** Fall, Spring.

**Course Description:** Principles of teaching percussion in the independent music studio; content will be determined by student need. May be repeated for credit. **Prerequisite(s):** Departmental approval.

**MUS 333 Pedagogical Practices: Strings Credits: 1-2**

**Typically Offered:** Fall, Spring.

**Course Description:** Principles of teaching strings in the independent music studio; content will be determined by student need. May be repeated for credit. **Prerequisite(s):** Departmental approval.

**MUS 334 Pedagogical Practices: Voice Credits: 1-2**

**Typically Offered:** Fall, Spring.

**Course Description:** Principles of teaching voice in the independent music studio; content will be determined by student need. May be repeated for credit. **Prerequisite(s):** Departmental approval.

**MUS 335 Pedagogical Practices: Woodwinds Credits: 1-2**

**Typically Offered:** Fall, Spring.

**Course Description:** Principles of teaching woodwinds in the independent music studio; content will be determined by student need. May be repeated for credit. **Prerequisite(s):** Departmental approval.

**MUS 336 Fundamentals of Conducting Credits: 2**

**Typically Offered:** Departmental Discretion.

**Course Description:** Basic conducting techniques: patterns, dynamics, attacks, releases, cueing, various styles and tempos, independence of hands and gestures, terminology, score exposure and preparation. **Prerequisite(s):** MUS 217.

**MUS 338 Concert Chorale Credits: 1**

**Typically Offered:** Fall, Spring.

**Course Description:** Select ensemble, emphasizing performance of sacred and secular choral music. Meets four hours per week. Students are financially responsible for appropriate concert dress.

**MUS 339 Chamber Singers Credits: 1**

**Typically Offered:** Spring.

**Course Description:** Vocal chamber music performance. Meets three hours per week. **Prerequisite(s):** Departmental approval.

**MUS 340 Renaissance Singers Credits: 1**

**Typically Offered:** Fall.

**Course Description:** Vocal chamber music performance. Meets three hours per week. **Prerequisite(s):** Departmental approval.



**MUS 341 Vocal Jazz Ensemble Credits: 1****Typically Offered:** Departmental Discretion.**Course Description:** This course is designed to give singers experience in the style of jazz singing in both ensemble and solo formats. The singers in the course will learn jazz style, scat improvisation, introduction to charts/chording, song forms, performance processes/etiquette, and the use of electronic sound reinforcement. Meets three hours per week. May be repeated for credit. **Prerequisite(s):** Concurrent enrollment in a major choral ensemble and departmental approval.**MUS 343 Brass Ensemble Credits: 1****Typically Offered:** Departmental Discretion.**Course Description:** Chamber music performance. Meets two hours per week. **Prerequisite(s):** Departmental approval.**MUS 344 Jazz Ensemble Credits: 1****Typically Offered:** Fall, Spring.**Course Description:** Select ensemble for public performance. Meets three hours per week. **Prerequisite(s):** Departmental approval.**MUS 345 Percussion Ensemble Credits: 1****Typically Offered:** Fall, Spring.**Course Description:** Performance of major percussion ensemble literature. Required of all percussion majors. Meets three hours per week. **Prerequisite(s):** Departmental approval.**MUS 346 Orchestra Credits: 1****Typically Offered:** Fall, Spring.**Course Description:** Performance of selected standard orchestral literature. Meets three hours per week. **Prerequisite(s):** Departmental approval.**MUS 347 Wind Ensemble Credits: 1****Typically Offered:** Fall, Spring.**Course Description:** Select ensemble emphasizing musicianship, playing skills, representative literature, and public performance. Meets four hours per week. **Prerequisite(s):** Departmental approval.**MUS 349 Chamber Winds Credits: 1****Typically Offered:** Departmental Discretion.**Course Description:** Select ensemble structured for advanced brass, woodwind, and percussion students with minimum instrumentation; emphasizes original wind literature. Meets two hours per week. **Prerequisite(s):** Departmental approval.**MUS 350 Woodwind Ensemble Credits: 1****Typically Offered:** Departmental Discretion.**Course Description:** Chamber music performance. Meets two hours per week. **Prerequisite(s):** Departmental approval.**MUS 352 Commercial Music Ensemble Credits: 1****Typically Offered:** Departmental Discretion.**Course Description:** Performance group(s) dedicated to commercial music techniques. Each semester will be devoted to a specific type of commercial music (country, rock, jazz, mixed dance styles) and the ensemble will explore the various styles encountered within each type. May be repeated for credit.**MUS 353 Single Reed Methods and Materials Credits: 1****Typically Offered:** Departmental Discretion.**Course Description:** Class lessons to develop playing skills and instructional methodology of the flute, clarinet and saxophone and techniques of teaching these instruments. Includes basic maintenance and repair of these instruments. Meets two days a week.**MUS 354 Double Reed Methods and Materials Credits: 1****Typically Offered:** Departmental Discretion.**Course Description:** Class lessons to develop playing skills and instructional methodology of the oboe and bassoon and techniques of teaching these instruments. Includes basic maintenance and repair of these instruments. Meets two days a week.**MUS 355 Theory and Analysis 3 Credits: 2****Typically Offered:** Spring.**Course Description:** Study of secondary dominant harmony and part-writing procedures. Closely related keys and modulation techniques. Modal mixture and borrowed chord techniques. Meets three days a week. **Prerequisite(s):** MUS 217.**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 including listening and score study along with writing projects. **Prerequisite(s):** MUS 357, MUS 358, and MUS 361.



**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 410 Topics in Computer Music Applications Credits: 1-2****Typically Offered:** Departmental Discretion.**Course Description:** An advanced seminar course designed to study selected topics in the field of computers and music. May be repeated for credit. **Prerequisite(s):** MUS 210 or departmental approval.**MUS 415 Jazz History Credits: 2****Typically Offered:** Departmental Discretion.**Course Description:** Overview of the history and evolution of jazz, from its humble beginnings the late 1800's to New Orleans in the early 1900's to bebop and beyond. This course will introduce the primary performers and the literature of the various development periods. **Prerequisite(s):** MUS 101, MUS 355, and MUS 356.**MUS 430 Jazz Pedagogy Credits: 2****Typically Offered:** Departmental Discretion.**Course Description:** This course is designed to acquaint the music education major with the proper materials and pedagogical techniques to correctly address the instruction of jazz programs. Class will explore rhythm section development, basic jazz improvisation, literature selection, and organizational structure. **Prerequisite(s):** MUS 361 or departmental approval.**MUS 440 Commercial Music Practicum Credits: 4****Typically Offered:** Fall, Spring, Summer.**Course Description:** Final experience for those with Business/Recording concentration. Part-time off-campus experiences with cooperating professional in the area of student's choice (business or recording) for a minimum of 10 hours per week. Student's activity and progress is observed by a member of the commercial music faculty. **Prerequisite(s):** MUS 327.**MUS 441 Advanced Choral Conducting Credits: 2****Typically Offered:** Departmental Discretion.**Course Description:** A study of problems of choral conducting. Includes the study of conducting gestures that facilitate entrances and releases, compound and changing meters and other interpretive indications. Includes score study and effective rehearsal techniques. **Prerequisite(s):** MUS 336.**MUS 442 Advanced Instrumental Conducting Credits: 2****Typically Offered:** Departmental Discretion.**Course Description:** Advanced conducting techniques: patterns, cuing, styles, score preparation, rehearsal and performance techniques, and problem solving experiences. **Prerequisite(s):** MUS 336.**MUS 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 the major-minor declaration in music, minimum 2.5 GPA in the major field, and departmental approval.

**MUS 451 Audio Recording and Analysis 2 Credits: 3**

**Typically Offered:** Departmental Discretion.

**Course Description:** Continuation of MUS 400. Advanced audio recording techniques and production including individual/group projects. Advanced research, analysis, and critique of current/past industry music producers.

**Prerequisite(s):** MUS 400.

**MUS 467 Middle and High School Choral Methods Credits: 2**

**Typically Offered:** Departmental Discretion.

**Course Description:** Problems and techniques of teaching music in middle and senior high school, organization of vocal groups, general music classes and evaluation materials. **Prerequisite(s):** MUS 441.

**MUS 468 Middle and High School Instrumental Methods Credits: 3**

**Typically Offered:** Fall.

**Course Description:** This course is to prepare instrumental music educators for all aspects of instrumental music education which deal directly with the organizational and instructional strategies not dealt with in pedagogical courses aimed at performance, theory, history, and conducting. **Prerequisite(s):** MUS 442.

**MUS 470 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 471 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 472 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 473 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 474 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 475 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 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

**General Studies**<sup>1</sup>

Students must complete General Studies courses (p. 20) 42-47

**Major Requirements**

|  |   |   |
|--|---|---|
| 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

1. Earn a minimum of 124 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.

## Music (Bachelor of Music in Education, B.M.E.) Requirements

General Studies <sup>1</sup>

Students must complete General Studies courses (p. 20) 42-47

#### Core Requirements

|            |   |   |
|------------|---|---|
| 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

#### Concentration

Select one of the following concentrations: 13-16

Vocal

Instrumental

#### Education Professional Sequence

Students must complete the Professional Sequence (p. 201) 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

#### Concentration Requirements

|         |  |   |
|---------|--|---|
| 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

|                    |   |    |
|--------------------|---|----|
| 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:

|  |   |    |
|--|---|----|
| 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:

|                                  |  |    |
|----------------------------------|--|----|
| 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 124 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.
- Earn a grade of C or higher in all major 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.

## 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..

### General Studies <sup>1</sup>

Students must complete General Studies courses (p. 20) 42-47

### Major Requirements

|         |   |   |
|---------|---|---|
| MUS 100 | Concert/Recital Attendance <sup>2</sup>       | 0 |
| MUS 101 | Perspectives in Music                         | 3 |
| MUS 117 | Theory and Analysis I                         | 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 495  | Senior Portfolio                            | 1 |
| Select four credit hours of Music Ensemble courses <sup>3</sup>          |   | 4 |
| Select eight credit hours of Applied Music-Major Instrument <sup>4</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                |   |

### Course of Study

Select one of the following designated courses of study: 17-18

Business Minor

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 Minor

Select one of the following: 18

General Business Minor (p. 50)

Entrepreneurship Minor (p. 49)

Total Credit Hours 18

### Music Technology Concentration

#### Concentration Requirements

|         |                         |   |
|---------|-------------------------|---|
| 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 124 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

### Concentration Requirements

|                    |                                |    |
|--------------------|--------------------------------|----|
| MUS 290            | Jazz Improvisation 1           | 1  |
| MUS 361            | Jazz Improvisation 2           | 1  |
| MUS 344            | Jazz Ensemble <sup>1</sup>     | 5  |
| 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)

### Concentration Requirements

|         |   |   |
|---------|---|---|
| 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

### Minor Requirements

|  |   |   |
|--|---|---|
| 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

### Minor Requirements

|   |                                       |   |
|---|---------------------------------------|---|
| MUS 117   | Theory and Analysis 1                 | 2 |
| MUS 118   | Aural Training 1                      | 1 |
| Select three credit hours of the following Applied Music courses: |                                       | 3 |
| MUS 106   | Basic Keyboard Skills I               |   |
| MUS 108   | Basic Keyboard Skills II              |   |
| MUS 206   | Keyboard Proficiency I                |   |
| MUS 208   | Keyboard Proficiency II               |   |
| 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

### Minor Requirements

|   |   |   |
|---|---|---|
| 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.

# Department of Theatre, Cinema & Dance

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The Theatre, Cinema and Dance program offers unique opportunities for learning, performing, and design. The Bachelor of Arts program in theatre and cinema is one of only a handful in the United States and the only one in the region. We provide students with an outstanding professional training and hands-on experiences that will prepare them for a successful career in the entertainment industry.

This Bachelor of Arts degree offers an outstanding integration of both cinema and theatre. Students decide which field to specialize in – theatre, musical theatre, or cinema – but will gain experience and knowledge in all three. The Dance Minor provides students with the opportunity to explore and develop their technique in beginning and advanced classes in jazz, tap, modern and ballet.

Each course in this program provides students with the professional training necessary to develop technical, creative and storytelling skills, allows them the opportunity to focus and hone those skills, and provides the environment in which they can discover and explore their own expressive voice.

Our graduates go on to successfully pursue master's degrees in their respective fields and/or seek careers as actors, designers, editors, directors, cinematographers, audio engineers and more. Our degree programs give students the edge in today's competitive job market.

The Theatre, Cinema and Dance program offers the following degrees:

1. Bachelor of Arts in Theatre and Cinema with a concentration in Theatre, Musical Theatre, or Cinema.
2. Bachelor of Science in Education (a joint degree combining Speech Communication and Theatre).

Students may minor in Theatre, Cinema, Dance, Speech and Theatre, or Musical Theatre.

## Applied Learning

Missouri Western's Theatre, Cinema and Dance program requires at least four credit hours of applied learning. These learning experiences occur outside of the classroom and allow the students to apply their knowledge in a workplace.

## 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.

### Speech and Theatre (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

- Speech and Theatre (Bachelor of Science in Education, B.S.E.) (p. 86)
- Theatre and Cinema (Bachelor of Arts, B.A.) (p. 86)

## Minors

- Musical Theatre Minor (p. 88)
- Theatre Minor (p. 88)
- Speech and Theatre Minor (p. 88)
- Cinema Minor (p. 87)
- Dance Minor (p. 87)

## Courses

On This Page

- Theatre (THR) (p. 80)
- Cinema (CIN) (p. 80)
- Dance (DAN) (p. 80)

## Theatre (THR)

**THR 113 Introduction to Theatre Credits: 3**

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

**Course Description:** The contributions made by directors, actors, designers, technicians, and playwrights to modern dramatic productions. Participation in a production as performer, member of stage or construction crew, or members of production committee may be required.

**THR 115 American College Theatre Festival Credits: 1**

**Typically Offered:** Departmental Discretion.

**Course Description:** An intense exposure to theatre by means of attendance at the regional Kennedy Center/American College Theatre Festival. **Prerequisite(s):** THR 113.

**THR 126 Stage Movement Workshop Credits: 2**

**Typically Offered:** Departmental Discretion.

**Course Description:** Fundamentals of stage movement for performers and directors. Includes a basic overview of various body alignment techniques (i.e., Alexander Technique), character creation through movement using masks and clown work. **Prerequisite(s):** THR 113.

**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 280.

**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.

|   |                                      |       |
|---|--------------------------------------|-------|
| <b>General Studies</b>  |                                      |       |
| Students must complete General Studies courses (p. 20)                        |                                      | 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. 201)                     |                                      | 33    |

### Graduation Requirements

1. Earn a minimum of 124 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

|  |                               |       |
|--|-------------------------------|-------|
| <b>General Studies</b>   |                               |       |
| Students must complete General Studies courses (p. 20)         |                               | 42-47 |
| <b>Core Requirements</b>                                       |                               |       |
| CIN 100  | Introduction to Film          | 3     |
| CIN 245  | Production I                  | 3     |
| THR 113  | Introduction to Theatre       | 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     |
| 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

|                                   |                           |   |
|-----------------------------------|---------------------------|---|
| <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

### Concentration Requirements

|                    |   |    |
|--------------------|---|----|
| 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

### Concentration Requirements

|  |                                |    |
|--|--------------------------------|----|
| THR 328  | Acting II                      | 3  |
| THR 348  | Directing for the Stage I      | 3  |
| THR 367  | History of Theatre             | 3  |
| THR 389  | Scenic Design                  | 3  |
| THR 393  | Stage Lighting                 | 3  |
| Select twelve 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 331  | Fundamentals of Design         |    |
| 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 422  | Advanced Stage Makeup          |    |
| THR 448  | Directing for the Stage II     |    |
| THR 475  | Dramaturgy                     |    |
| Total Credit Hours                             |                                | 27 |

## Graduation Requirements

1. Earn a minimum of 124 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

### Minor Requirements

|   |                      |    |
|---|----------------------|----|
| 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

### Minor Requirements

|   |                     |   |
|---|---------------------|---|
| 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.

### Minor Requirements

|  |   |    |
|--|---|----|
| 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

### Minor Requirements

|                    |                                      |    |
|--------------------|--------------------------------------|----|
| COM 210            | Presentation Communication           | 3  |
| or COM 334         | Argumentation and Debate             |    |
| COM 305            | Interpersonal Communications         | 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

### Minor Requirements

|   |                          |    |
|---|--------------------------|----|
| 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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[www.missouriwestern.edu/las](http://www.missouriwestern.edu/las) (<http://www.missouriwestern.edu/las>)

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<br>BIO 106   | BIO 225                                  |  |   |
| Chemistry                               | CHE 495  | CHE 321<br>CHE 381<br>CHE 382            |  |   |
| Communication & Journalism              | COM 215<br>COM 305<br>COM 342<br>COM 345<br>COM 382<br>JOU 302 | COM 320<br>COM 382<br>JOU 327            | COM 210<br>COM 215<br>COM 411<br>COM 415<br>COM 465<br>JOU 303 | COM 338<br>COM 342<br>COM 345<br>COM 488<br>JOU 303 |
| Computer Science, Mathematics & Physics | CSC 400<br>CSC 406<br>MAT 206<br>MAT 416                       | CSC 184<br>MAT 217<br>MAT 317<br>MAT 331 |  |   |



|                            |         |         |         |         |
|----------------------------|---------|---------|---------|---------|
| English & Modern Languages | ENG 301 | ENG 323 | ENG 321 | ENG 320 |
|                            | ENG 385 | ENG 465 | ENG 364 | ENG 321 |
|                            | ENG 386 | EPR 422 | ENG 410 | ENG 324 |
|                            | ENG 400 | ETC 200 | ENG 430 | ENG 325 |
|                            | EPR 422 | ETC 326 | ENG 460 | ENG 354 |
|                            | ETC 424 | ETC 340 | ENG 480 | ENG 355 |
|                            | FRE 207 | ETC 424 | ETC 200 | ENG 357 |
|                            | FRE 307 | FRE 302 | FRE 322 | ENG 361 |
|                            | FRE 422 | SPA 332 | FRE 432 | ENG 473 |
|                            | FRE 442 |         | SPA 322 | ETC 421 |
|                            | SPA 302 |         |         | FRE 206 |
|                            | SPA 315 |         |         | FRE 207 |
|                            |         |         |         | FRE 306 |
|                            |         |         |         | FRE 307 |

|  |         |         |         |         |
|--|---------|---------|---------|---------|
| 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 370 | SOC 460 | ECO 376 | PSC 340 |
|  | PSC 390 |         | PSC 310 | PSC 380 |
|  | PSC 420 |         | PSC 312 | PSC 400 |
|  | SOC 440 |         | PSC 370 | SOC 315 |
|  |         |         | 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 | REL 260 |
|                       | PHL 301 |         | PHL 312 | REL 361 |
|                       | PHL 310 |         | PHL 330 |         |
|                       |         |         | REL 361 |         |

|            |         |         |         |         |
|------------|---------|---------|---------|---------|
| Psychology | PSY 303 | PSY 300 | PSY 301 | PSY 222 |
|            | PSY 490 | PSY 415 | PSY 303 | PSY 230 |
|            |         |         | PSY 400 | PSY 260 |

Preprofessional studies in the College of Liberal Arts and Sciences and the advising departments include:

- 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. 91)
- Chemistry (p. 103)
- Communication and Journalism (p. 113)
- Computer Science, Mathematics and Physics (p. 121)
- Economics, Political Science and Sociology (p. 132)
- English and Modern Languages (p. 140)
- History and Geography (p. 159)
- Philosophy and Religion (p. 166)
- Psychology (p. 173)

## 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.

## 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:

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



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

- Biochemistry and Molecular Biology (Bachelor of Science, B.S.) (p. 97)
- Biology (Bachelor of Science, B.S.) (p. 98)
- Biotechnology (Bachelor of Science, B.S.) (p. 99)
- Natural Science in Biology (Bachelor of Science, B.S.) (p. 100)
- Natural Science in Biology for Secondary Teachers (Bachelor of Science, B.S.) (p. 101)
- Wildlife Conservation and Management (Bachelor of Science, B.S.) (p. 101)

## Minors

- Biology Minor (p. 102)

## Courses

On This Tab

- Biology (BIO) (p. 94)
- Earth Science (ESC) (p. 94)
- Physical Science (PHS) (p. 94)

## Biology (BIO)

### BIO 101 Principles of Biology Credits: 4

**Typically Offered:** Fall, Spring.

**Course Description:** Introductory course on the principles of living phenomena intended for students not major in biology. Meets General Studies Category 2, Line 1 requirement. Three hours lecture, two hours lab.

### BIO 105 Principles of Organismal Biology Credits: 4

**Typically Offered:** Fall, Spring.

**Course Description:** Examines basic concepts and principles of evolutionary biology, behavior, ecology, physiology and morphology at the organismal level. Three hours lecture, three hours lab per week.

**Prerequisite(s):** ACT math score of 22 or higher or a score of 70 or higher on the MWSU Math Placement Exam or the equivalent, ACT English score of 18 or higher or the equivalent, and ACT reading score of 18 or higher or the equivalent. LAS Writing.

### BIO 106 Principles of Cell Biology Credits: 4

**Typically Offered:** Fall, Spring.

**Course Description:** This introductory biology course examines the structure and function of animal and plant cells, interactions between cells, intra- and intercellular signaling mechanisms and basic cellular biochemistry. Within the above context, students are also introduced to basic concepts of molecular biology and development. Three hours lecture, three hours lab. LAS Writing. **Prerequisite(s):** ACT math score of 22 or higher or a score of 70 or higher on the MWSU Math Placement Exam or the equivalent, ACT English score of 18 or higher or the equivalent, and ACT reading score of 18 or higher or the equivalent.

### BIO 116 Naturalist Training Credits: 1

**Typically Offered:** Departmental Discretion.

**Course Description:** This course emphasizes the interpretation of major Missouri habitats, plants and animals. The history and philosophy of nature interpretation and its importance to conservation education is covered. The course is designed for students who wish to serve as official volunteers for the Department of Conservation during their college career and beyond. Course grades assigned on a pass/fail basis. **Prerequisite(s):** BIO 101 or BIO 105 recommended.

### BIO 205 Genetics Credits: 4

**Typically Offered:** Fall, Spring.

**Course Description:** Explore and study classical, molecular, and evolutionary genetics. Three hours lecture and three hours lab per week. **Prerequisite(s):** BIO 106 and CHE 111 with a grade of C or higher.

### BIO 207 Human Ecology Credits: 3

**Typically Offered:** Fall.

**Course Description:** Environmental Science/Studies course analyzing how human society interacts with the natural world. **Prerequisite(s):** A grade of C or higher in either BIO 101, BIO 105 or BIO 106.

### BIO 209 Introduction to Wildlife Conservation Credits: 3

**Typically Offered:** Spring.

**Course Description:** This course surveys the historic and modern development of conservation biology. How the principles of conservation are applied to the management, restoration, and preservation of wildlife natural resources is emphasized. **Prerequisite(s):** BIO 105 with a grade of C or higher. BIO 225 recommended.

### BIO 220 Field Natural History Credits: 1-3

**Typically Offered:** Departmental Discretion.

**Course Description:** Involves participation in an off-campus field trip to experience a focused study of a unique biotic habitat. May involve pre-trip lectures and organizational meetings and/or post-trip class sessions or presentations. Different BIO 220 courses may be repeated for credit. **Prerequisite(s):** BIO 101, BIO 105, or BIO 106 or departmental approval.

### BIO 225 Ecology Credits: 4

**Typically Offered:** Fall, Spring.

**Course Description:** Covers principles of ecology and evolution, including field and research methods. Three hours lecture, three hours lab. LAS Computer Literacy. **Prerequisite(s):** A grade of C or higher in BIO 105.

### BIO 250 Anatomy and Physiology Credits: 5

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

**Course Description:** Concepts of human structure and function and relationships of these concepts to cells, tissues, organs and systems. Four hours lecture, two hours lab. **Prerequisite(s):** A grade of C or higher in either BIO 101 or BIO 106.

### BIO 251 Medical and Public Health Microbiology Credits: 4

**Typically Offered:** Fall, Spring.

**Course Description:** Medically significant microorganisms, their characteristics, relationship to disease, transmission, and control methods. Three hours lecture, three hours lab. **Prerequisite(s):** BIO 101 or BIO 106 and CHE 101, CHE 104 or CHE 111 each with a grade of C or higher.

### BIO 283 Introduction to Research Methods in Biology Credits: 1-5

**Typically Offered:** Departmental Discretion.

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

**BIO 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.

**BIO 311 Animal Physiology Credits: 4**

**Typically Offered:** Fall.

**Course Description:** The physiological systems, their functions and interactions in animal physiology with emphasis on the human animal. Three hours lecture, three hours lab. **Prerequisite(s):** BIO 205 with a grade of C or higher.

**BIO 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 ENG 314, HUM 314, PSY 314, and PSC 314. **Prerequisite(s):** Category One - Basic Skills courses.

**BIO 318 Ornithology Credits: 4**

**Typically Offered:** Spring.

**Course Description:** Biology of birds covering avian taxonomy, anatomy, physiology, behavior, evolution, and both sight and sound identification. **Prerequisite(s):** BIO 225 with a grade of C or higher.

**BIO 320 Histology Credits: 4**

**Typically Offered:** Departmental Discretion.

**Course Description:** Identification and description of microscopic structure, organization of tissues and organs, preparation of tissues for observation and study. Three hours lecture, three hours lab. **Prerequisite(s):** BIO 106.

**BIO 325 Introduction to Paleontology Credits: 4**

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

**Course Description:** This class reviews the history of life on Earth, and the principles of quantitative and qualitative techniques used in paleontology. Three hours lecture, three hours lab. **Prerequisite(s):** BIO 101 or BIO 105 or ESC 111 with a grade of C or higher, or consent of the instructor.

**BIO 331 Bioinformatics Credits: 2**

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

**Course Description:** Bioinformatics is both the acquisition and the analysis of molecular genetic information. This course will concentrate on the growing repertoire of software available for bioinformatics studies and will give students an opportunity to design, complete, and present independent bioinformatics projects that address biological questions. **Prerequisite(s):** A grade of C or higher in BIO 205.

**BIO 340 Plant Physiology Credits: 4**

**Typically Offered:** Fall.

**Course Description:** This course examines plant functions and emphasizes aspects of plant growth and development, water relations and mineral nutrition, plant primary and secondary metabolism, plant-plant and plant-environment interactions as well as plant stress biology. Laboratory exercises will introduce students to modern investigative bench- and field based techniques. Three hours lecture, three hours lab. **Prerequisite(s):** BIO 106 with a grade of C or higher.

**BIO 350 Plant Systematics Credits: 4**

**Typically Offered:** Fall (even-numbered years).

**Course Description:** Origin and diversification of non-vascular and vascular plants. This course will discuss taxonomy, evolution, identification, and phylogenetics of plant taxa. Three hours lecture, two hours lab. **Prerequisite(s):** BIO 205 and BIO 225 both with a grade of C or higher.

**BIO 351 Local Flora Credits: 2**

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

**Course Description:** This course concentrates on the identification, ecology, and natural history of native plants in forests, prairies, wetlands, and successional habitats in northwest Missouri. A plant collection and field trips are required. **Prerequisite(s):** BIO 225 with a grade of C or higher.

**BIO 352 Lichenology Credits: 4**

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

**Course Description:** Taxonomy, morphology, systematics, and ecology of lichenized-fungi with laboratory emphasis on identification of local taxa using micro- and macro-morphological characters, thin layer chromatography, and ascospore microscopy. Three hours lecture, three hours lab. **Prerequisite(s):** BIO 225 with a grade of C or higher.

**BIO 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 PHL 353.

**Prerequisite(s):** BIO 101 or BIO 105 or BIO 106.

**BIO 355 Cave Ecology Credits: 3**

**Typically Offered:** Departmental Discretion.

**Course Description:** The ecology of cave habitats. Includes information on biotic and abiotic factors affecting cave organisms, cave microhabitats, trophic interactions, and evolutionary adaptations. Field activities will emphasize mini projects that relate to cave ecology. Two hours lecture and the equivalent of three hours lab. **Prerequisite(s):** BIO 105 and BIO 225 both with a grade of C or higher.

**BIO 357 Ichthyology Credits: 3**

**Typically Offered:** Departmental Discretion.

**Course Description:** The study of fishes, including morphology, physiology, taxonomy, phylogeny, evolution, ecology and behavior. Labs will cover field and laboratory techniques for studying fishes, including identification of families and species with an emphasis on the fishes of Missouri. One weekend field trip is required. This class will consist of one hour lecture and a two hour lab. **Prerequisite(s):** A grade of C or higher in BIO 106 and BIO 225.

**BIO 360 Development of Federal Wildlife Law Credits: 3**

**Typically Offered:** Fall (even-numbered years).

**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. Field trips may occasionally substitute for lecture/discussion periods at instructor's discretion, depending upon the topic.

**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.**BIO 421 Immunology Credits: 4****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. Three hours lecture, three hours lab. **Prerequisite(s):** BIO 390 with a grade of C or higher.

**BIO 425 Biology Internship Credits: 1-2****Typically Offered:** Fall, Spring, Summer.**Course Description:** An extracurricular experience related to a unique approved career experience or a Preprofessional experience. Course grades assigned on a pass/fail basis. May be repeated for credit.**Prerequisite(s):** Departmental approval.**BIO 430 Molecular Basis of Disease Credits: 4****Typically Offered:** Spring (even-numbered years).**Course Description:** Investigation of the basic biological causes of human diseases at molecular, cellular, and physiological levels. Three hours lecture, three hours lab per week. **Prerequisite(s):** A grade of C or higher in BIO 205.**BIO 431 Molecular Biology Credits: 4****Typically Offered:** Departmental Discretion.**Course Description:** In-depth study of the molecular and cellular basis of life. Investigation of molecular genetic techniques as applied to diverse biological disciplines. **Prerequisite(s):** A grade of C or higher in both BIO 106 and BIO 205.**BIO 441 Virology Credits: 4****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 with a grade of C or higher.**BIO 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):** Departmental approval.**BIO 455 Entomology Credits: 4****Typically Offered:** Fall (odd-numbered years).**Course Description:** Introduction to the insects that will focus on their taxonomy, natural history, physiology, development, and ecology. Three hours lecture, three hours lab. **Prerequisite(s):** A grade of C or higher in BIO 105, BIO 106 and BIO 225.**BIO 458 Fisheries Management Credits: 3****Typically Offered:** Departmental Discretion.**Course Description:** The science and techniques (field and analytical/quantitative) of managing fisheries resources. Basic principles of recruitment, growth, and mortality will be examined in conjunction with management implications. Each class will consist of 1 hours of lecture and 2 hours of covering the lecture topic in lab. **Prerequisite(s):** BIO 209 and BIO 225 each with a grade of C or higher.**BIO 461 Renewable Resources Policy and Administration Credits: 3****Typically Offered:** Spring (odd-numbered years).**Course Description:** This course explores wildlife resources policy and administration from several perspectives. It examines environmental and administrative decision making in developing and implementing policy designed to address contemporary resource management challenges, conflicts and problems as they impact wildlife resources at the state and national level. **Prerequisite(s):** A grade of C or higher in BIO 105.**BIO 495 Individual Research in Biology Credits: 1-5****Typically Offered:** Fall, Spring, Summer.**Course Description:** Individual research within the various fields of biology. The student will be required to present results of investigation at a public seminar. Course grade assigned on a pass/fail basis. May be repeated for credit. **Prerequisite(s):** Junior or Senior standing, with a declared Biology major, 2.5 GPA; BIO 105, CHE 111, CHE 120, MAT 116.

## Earth Science (ESC)

**ESC 111 Physical Geology Credits: 4****Typically Offered:** Fall, Spring.**Course Description:** Survey of geologic materials and processes, including quantitative and qualitative methods for studying geology. Three hours lecture, two hours lab.**ESC 120 Meteorology Credits: 4****Typically Offered:** Spring (odd-numbered years).**Course Description:** Studies the nature and phenomena of the atmosphere and surveys climates and their classification. Three hours lecture, two hours lab. **Prerequisite(s):** ACT math score of 22 or higher or a score of 70 or higher on the MWSU Math Placement Test or the equivalent, ACT English score of 18 or higher or the equivalent, and ACT reading score of 18 or higher or the equivalent.

## Physical Science (PHS)

**PHS 230 Physical Science for Elementary Teachers Credits: 3****Typically Offered:** Fall, Spring.**Course Description:** Basic concepts of the physics, chemistry, astronomy, meteorology, and geology emphasizing topics taught in grades K-6.**Prerequisite(s):** EDU 202 and EDU 203.

## 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. 20) |   | 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 331  | Bioinformatics                                  | 2            |
| 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<br>& PHY 111 | College Physics I<br>and College Physics II       |
| PHY 210<br>& PHY 211 | University Physics I<br>and University Physics II |

Select one of the following: 5-6

|                      |  |
|----------------------|--|
| MAT 165<br>& MAT 166 | Calculus with Analytic Geometry I:<br>Differentiation<br>and Calculus with Analytic Geometry I:<br>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> 12

<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<br>& CHE 384              | Physical Chemistry: Thermodynamics and Kinetics<br>and Physical Chemistry Laboratory:<br>Thermodynamics and Kinetics                               | 5            |
| PHY 210<br>& PHY 211              | University Physics I<br>and University Physics II  | 10           |
| CHE 312<br>& CHE 313              | Organic Chemistry II<br>and Organic Chemistry Laboratory II  | 5            |
| CHE 381<br>& CHE 382              | Physical Chemistry: Chemical<br>Dynamics and Quantum Mechanics<br>and Physical Chemistry Laboratory:<br>Chemical Dynamics and Quantum<br>Mechanics | 4            |
| CHE 326<br>or CHE 426             | Instrumental Analysis<br>Instrumental Methods  | 4            |
| CHE 441                           | Advanced Inorganic Chemistry   | 3            |
| MAT 177                           | Calculus with Analytic Geometry II   | 5            |

## Graduation Requirements

- Earn a minimum of 124 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

**General Studies**

Students must complete General Studies courses (p. 20) 42-47

**Core Requirements**

|         |  |   |
|---------|--|---|
| 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 |
| MAT 132 | Elementary Statistics                          | 3 |
| PHY 110 | College Physics I                              | 4 |

**Option Requirements**

Select one of the following options: 24-25

- Major in Biology
- Zoology Concentration
- Botany Concentration
- Health Science Concentration

### Major in Biology Option

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 331 | Bioinformatics                                 |
| 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                                |    |
| Total Credit Hours |   | 24 |

<sup>1</sup> No more than four credit hours combined of BIO 420, BIO 425, and BIO 450.

## Botany Concentration Option

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

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                                |  |

Total Credit Hours 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.

Select a minimum of twenty-four credit hours from the following areas: 24

|                           |                            |       |
|---------------------------|----------------------------|-------|
| 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

1. Earn a minimum of 124 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.

## Biotechnology (Bachelor of Science, B.S.)

### Requirements

The Bachelor of Science degree with a major in Biotechnology is designed to prepare students for careers in the growing biotechnology industry in St. Joseph and beyond. Students with a B.S. degree in Biotechnology will be qualified to enter the workforce as bench scientists.

#### General Studies

Students must complete General Studies courses (p. 20) 42-47

#### Major Requirements

|  |  |   |
|--|--|---|
| Life Science Courses:  |  |   |
| BIO 105  | Principles of Organismal Biology               | 4 |
| BIO 106  | Principles of Cell Biology                     | 4 |
| BIO 205  | Genetics                                       | 4 |
| BIO 225  | Ecology  | 4 |
| BIO 331  | Bioinformatics                                 | 2 |
| BIO 390  | Microbiology                                   | 4 |
| BIO 410  | Molecular Cell Biology                         | 4 |
| or BIO 431   | Molecular Biology                              |   |
| BIO 421  | Immunology                                     | 4 |
| Physical Science Courses:  |  |   |
| 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 |
| MAT 132  | Elementary Statistics <sup>1</sup>             | 3 |
| PHY 110  | College Physics I                              | 4 |
| Business & Ethics Courses:   |  |   |
| GBA 210  | Business Statistics I <sup>1</sup>             | 3 |
| GBA 211  | Business Law I                                 | 3 |
| ECO 261  | Principles of Microeconomics                   | 3 |
| MGT 350  | Organizational Behavior                        | 3 |
| MKT 301  | Principles of Marketing                        | 3 |
| PHL 230  | Ethics   | 3 |
| Electives:   |  |   |
| Select an additional six credit hours of upper-division Biology or Chemistry courses |  | 6 |

<sup>1</sup> Students must select either MAT 132 Elementary Statistics (from Physical Science Courses) **OR** GBA 210 Business Statistics I (from Business & Ethics Courses).

## Graduation Requirements

1. Earn a minimum of 124 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 in Biology (Bachelor of Science, B.S.)

### Requirements

#### General Studies

Students must complete General Studies courses (p. 20) 42-47

#### Major Requirements

|  |  |   |
|--|--|---|
| 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 |
| MAT 132  | Elementary Statistics                          | 3 |
| PHY 110  | College Physics I                              | 4 |
| PHY 111  | College Physics II                             | 4 |
| ESC 111  | Physical Geology                               | 4 |
| 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 331  | Bioinformatics                                 |   |
| 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

1. Earn a minimum of 124 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 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.

#### General Studies

Students must complete General Studies courses (p. 20) 42-47

#### Major Requirements

|   |  |     |
|---|--|-----|
| 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   |
| MAT 132   | Elementary Statistics                          | 3   |
| PHY 110   | College Physics I                              | 4   |
| PHY 111   | College Physics II                             | 4   |
| ESC 111   | Physical Geology                               | 4   |
| ESC 120   | Meteorology                                    | 4   |
| Select one course from each of the following areas: |  | 6-8 |

#### A. Organismal Diversity

|         |                   |  |
|---------|-------------------|--|
| 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. 201) |                      | 36 |

## Graduation Requirements

1. Earn a minimum of 124 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.

## Wildlife Conservation and Management (Bachelor of Science, B.S.)

Provides the student interested in Conservation and/or Wildlife Management with the background needed to be hired as a biologist by various state, federal, and nongovernmental agencies, as well as at the GS-5 or GS-7 level by the U.S. Fish and Wildlife Service as well as meet the education requirements for certification as Associate and Certified Wildlife Biologist by the Certification Program of Professional Wildlife Biologists of The Wildlife Society.

#### General Studies

Students must complete General Studies courses (p. 20) 42-47

#### Major Requirements

|            |   |   |
|------------|---|---|
| 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                              |   |
| 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   |
| MAT 132                                     | Elementary Statistics                               | 3   |
| PHY 110                                     | College Physics I                                   | 4   |
| BIO 425                                     | Biology Internship                                  | 2   |

## Graduation Requirements

1. Earn a minimum of 124 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.

## Biology Minor Requirements

### Minor Requirements

|   |  |
|---|--|
| 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 331   | Bioinformatics                                 |
| 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.

# Department of Chemistry

Dr. Michael Ducey, Chairperson

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[www.missouriwestern.edu/chemistry](http://www.missouriwestern.edu/chemistry))

The Department of Chemistry deals with a core of knowledge essential to much of the scientific experimentation that influences our daily lives. From atomic theories to basic chemical structures, the prospective chemist studies the material which forms a basis for important work in engineering, pharmacy, medicine, medical technology, dentistry, and research chemistry. The chemistry program is approved by the American Chemical Society (ACS); students completing the proper ACS curriculum will thus be certified by the society and department. The department also assists in the preparation of prospective science teachers. These students, as well as those who study chemistry as part of their basic education, work in modern facilities fully equipped for investigating contemporary chemistry topics.

## 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 Chemistry (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

- Biochemistry and Molecular Biology (Bachelor of Science, B.S.) (p. 108)
- Chemistry (Bachelor of Science, B.S.) (p. 109)
- Medical Laboratory Science (Bachelor of Science, B.S.) (p. 109)
- Natural Science/Chemistry (Bachelor of Science, B.S.) (p. 111)

## Minors

- Chemistry Minor (p. 112)

## Courses

On This Tab

- Chemistry (CHE) (p. 103)
- Clinical Laboratory Science (CLS) (p. 103)
- Medical Technology (MTE) (p. 103)

## Chemistry (CHE)

### CHE 101 Introductory Chemistry Credits: 4

**Typically Offered:** Fall, Spring.

**Course Description:** Chemistry for liberal arts and sciences students; meets the minimum physical science requirement. Three hours lecture, two hours lab.

### CHE 104 Fundamentals of Chemistry Credits: 5

**Typically Offered:** Fall, Spring.

**Course Description:** A survey of chemistry with special emphasis on solution and biochemistry; for students majoring in scientific and technological fields such as nursing. Four hours lecture, two hours lab.

### CHE 111 General Chemistry I Credits: 5

**Typically Offered:** Fall, Spring.

**Course Description:** Basic concepts of chemistry: atomic theory and periodic system, chemical calculations, oxidation-reduction, states of matter, theory of chemical bonding, atomic structures. Four hours lecture, three hours lab. **Prerequisite(s):** Mat ACT of 22 or higher or a score of 70 or higher on the MWSU Math Placement Exam or the equivalent.

### CHE 120 General Chemistry II with Qualitative Analysis Credits: 5

**Typically Offered:** Fall, Spring.

**Course Description:** Continuation of CHE 111. Thermochemistry, equilibrium, electrochemistry, radiochemistry, coordination chemistry, and a survey of the main group elements and their compounds. Laboratory includes the topics above along with the separation and identification of some of the more common anions and cations by qualitative analysis. Four hours lecture, three hours laboratory. **Prerequisite(s):** A grade of C or higher in CHE 111 and a grade of C or higher in MAT 116, or a Math ACT of 25 or higher, or the equivalent.

### 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. 20)   |   | 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 331  | Bioinformatics  | 2            |
| 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> |   | 12           |

<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            |
| CHE 441                           | Advanced Inorganic Chemistry   | 3            |
| MAT 177                           | Calculus with Analytic Geometry II   | 5            |

## Graduation Requirements

1. Earn a minimum of 124 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.

## Chemistry (Bachelor of Science, B.S.) Requirements

### General Studies

Students must complete General Studies courses (p. 20) 42-47

### Major Requirements

|                    |  |     |
|--------------------|--|-----|
| 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

1. Earn a minimum of 124 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.

## 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.

### General Studies

Students must complete General Studies courses (p. 20) 42-47

### Major Requirements

|  |  |       |
|--|--|-------|
| 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.

|         |   |   |
|---------|---|---|
| MTE 412 | Clinical Lab Science Theory, Applications and Correlation | 5 |
|---------|---|---|

|         |  |      |
|---------|--|------|
| MTE 413 | Applications of Chemistry for Clinical Lab Science | 1    |
| MTE 430 | Clinical Microbiology                              | 5-8  |
| MTE 432 | Clinical Chemistry                                 | 6-10 |
| MTE 434 | Clinical Hematology                                | 4-7  |
| 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.

|         |   |   |
|---------|---|---|
| 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 |

## Graduation Requirements

1. Earn a minimum of 124 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.
- 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/Chemistry (Bachelor of Science, B.S.)

### Requirements

#### General Studies

Students must complete General Studies courses (p. 20) 42-47

#### Core Requirements

|         |  |   |
|---------|--|---|
| 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   |  |

#### Concentration

Select one of the following options: 23-48

|                    |  |
|--------------------|--|
| Forensic Science   |  |
| Health Professions |  |
| Chemical Business  |  |
| Education          |  |

#### Concentrations:

Forensic Science (p. 111)  
Health Professions (p. 111)  
Chemical Business (p. 111)  
Education (p. 112)

### Forensic Science Option

#### Concentration Requirements

|         |                                 |   |
|---------|---------------------------------|---|
| 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 or LAW 410  | Criminal Evidence Intermediate Criminal Law                              | 3   |
| Select one of the following electives in Criminalistics Methods: <sup>2</sup> |  | 3-5 |
| LAW 280   | Criminalistics   |     |
| LAW 500   | Basic Forensic Pathology and 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  |     |

Total Credit Hours 35-38

<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:

- 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).

### Health Professions Option

#### Concentration Requirements

|   |                   |    |
|---|-------------------|----|
| 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

#### Concentration Requirements

|                              |                       |     |
|------------------------------|-----------------------|-----|
| 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 124 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.

### Concentration Requirements

|                              |  |     |
|------------------------------|--|-----|
| 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 or ESC 120  | Physical Geology or Meteorology                | 4     |
| <b>Education Professional Sequence</b>                    |  |       |
| Students must complete the Professional Sequence (p. 201) |  | 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.

## Graduation Requirements

1. Earn a minimum of 124 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

#### Minor Requirements

|                    |  |    |
|--------------------|--|----|
| 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.

## Department of Communication & Journalism

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The Department of Communication and Journalism prepares students for careers in communication, public relations and convergent journalism. The department offers comprehensive programs that focus on the expression, comprehension and exchange of ideas through oral or written discourse or the various forms of digital and print media. Through an understanding of the communication process and participation in many applied learning opportunities, students become aware of and understand societies' professional, social and creative life. This broad experience in communication and journalistic theory and practice provides a strong background for careers in fields such as journalism, public relations, communication, law, politics and teaching.

### Applied Learning

Missouri Western's Department of Communication and Journalism strongly believes in applied learning. The BA and BS degrees in Speech Communication or a BS in Public Relations require at least two credit hours of applied learning. The BS in Convergent Journalism requires at least nine credit hours of applied learning. These learning experiences occur outside of the classroom and allow students to apply their knowledge in a workplace environment. Students participate in internships as well as applied learning labs such as *The Griffon Yearbook*, *The Griffon News* and *Griffon Update*.

### 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.

### Speech Communication

Students desiring a BA or BS degree in Speech Communication or a BS in Public Relations should complete a pre-major form so they can be assigned a Communication advisor. To be eligible for admission to the program, applicants must have received a grade of C or higher in COM 104 Oral Communication, the English Composition requirement ENG 104 College Writing and Rhetoric, and in one of the following courses:

|         |                                  |   |
|---------|----------------------------------|---|
| COM 210 | Presentational Communication     | 3 |
| COM 215 | Introduction to Public Relations | 3 |
| COM 222 | Communication Theory             | 3 |

Applicants must have earned an overall institutional grade point average of 2.0 or higher. Students cannot be admitted to the major until they have met the admission requirements. However, a student may enroll in any communication or journalism course for which the prerequisites have been met.

### Majors

- Convergent Journalism (Bachelor of Science, B.S.) (p. 117)
- Public Relations (Bachelor of Science, B.S.) (p. 117)
- Speech Communication (Bachelor of Arts, B.A.) (p. 118)
- Speech Communication (Bachelor of Science, B.S.) (p. 118)

### Minors

- Gender and Power Studies Minor (p. 250)
- Journalism Minor (p. 119)
- Speech Communication Minor (p. 119)
- Speech and Theatre Minor (p. 120)
- Teacher Certification in Journalism (p. 120)

### Courses

On This Page

- Communication Studies (COM) (p. 113)
- Journalism (JOU) (p. 113)

### Communication Studies (COM)

**COM 104 Oral Communication Credits: 3**

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

**Course Description:** Principles of speech as applied in meaningful participation in society.

**COM 195 Applied Debate and Forensics Credits: 3**

**Typically Offered:** Fall, Spring.

**Course Description:** This course introduces the theory of argumentation. Principles of analysis, evidence, reasoning, preparing and evaluating arguments, briefing, refutation, and case construction are prepared and practiced. Students will participate in debate tournaments. May be repeated for a total of 24 credit hours. Graded pass/fail.

**COM 205 Introduction to Mass Media Credits: 3**

**Typically Offered:** Fall.

**Course Description:** Exploration of the history and development of the mass media in the United States and mass communication theory. Also includes discussion of issues currently affecting the media, including newspapers, film, radio, and television as well as advertising and public relations. **Prerequisite(s):** COM 104.

**COM 210 Presentational Communication Credits: 3**

**Typically Offered:** Fall.

**Course Description:** Theory and practice of constructing public presentations including: media use, organization, delivery, means of appeal, and analysis of audience and setting. LAS Ethics. **Prerequisite(s):** COM 104.

**COM 215 Introduction to Public Relations Credits: 3**

**Typically Offered:** Spring.

**Course Description:** This introductory course examines the practice of public relations, how public relations operates in organizations, its impact on publics and its functions in society including theory and models, social media usage, current trends, and ethical professional standards. LAS Writing; LAS Ethics. **Prerequisite(s):** COM 104.

**COM 218 Oral Interpretation Credits: 3**

**Typically Offered:** Departmental Discretion.

**Course Description:** Oral reading and analysis of prose, poetry, and drama. Same as THR 218. **Prerequisite(s):** COM 104.



**COM 222 Communication Theory Credits: 3****Typically Offered:** Fall.**Course Description:** Introduction to the role theory plays in the study of human communication. Introduces different ways of thinking about communication through academic, cultural and historical perspectives.**Prerequisite(s):** COM 104.**COM 227 Interviewing Principles and Practices Credits: 3****Typically Offered:** Spring (odd-numbered years).**Course Description:** Examines the interviewing process in a wide range of contexts, including selection, appraisal, discipline, negotiation, research, and media interviews. Emphasis is placed on the practice of interviewing and applying communication concepts to selected interview settings.**Prerequisite(s):** COM 104.**COM 283 Introduction to Research Methods in Video Credits: 1-2****Typically Offered:** Departmental Discretion.**Course Description:** Introduction to basic research methods in video.Individual and team projects involving methods for video-related research problems. **Prerequisite(s):** Departmental approval.**COM 304 Media and Society Credits: 3****Typically Offered:** Spring.**Course Description:** This course examines both classic and contemporary studies of mass communication effects. Emphasis is placed on cultural, social, political, and psychological effects of the media. Topics such as media education and literacy, news and campaigns, media portrayals, and theories of audience behavior will be examined. **Prerequisite(s):** COM 205.**COM 305 Interpersonal Communications Credits: 3****Typically Offered:** Fall.**Course Description:** Analyzes communication interaction in relatively unstructured, person-to-person settings with application of interpersonal communication concepts to resolving problems emerging from human interactions. LAS Writing. **Prerequisite(s):** COM 104.**COM 314 Persuasion Credits: 3****Typically Offered:** Spring.**Course Description:** Persuasion as a process of influencing attitude and behavior; emphasizes the theories of modern persuasion and their use in social, political and advertising campaigns. **Prerequisite(s):** COM 104.**COM 320 Research Methods In Communication Credits: 3****Typically Offered:** Fall.**Course Description:** The course covers a variety of qualitative and quantitative communication research methods. Students will be involved in critical analysis of previous research, and conceptualization and implementation of future research. LAS Computer Literacy.**Prerequisite(s):** COM 104 and COM 222.**COM 324 Small Group Communication Credits: 3****Typically Offered:** Spring.**Course Description:** Group roles, leadership styles, group structure, thought processes, and consensus methods; application of concepts to communication interaction in task and social group settings.

A Service Learning component of the course requires out of class community service volunteer hours for completion of the assignment.

**Prerequisite(s):** COM 104.**COM 334 Argumentation and Debate Credits: 3****Typically Offered:** Departmental Discretion.**Course Description:** Philosophical and theoretical foundations of logic and argumentation to the persuasive process; experience in preparation and presentation through debate and discussion formats. **Prerequisite(s):** COM 104.**COM 338 Survey of Rhetorical Theory Credits: 3****Typically Offered:** Fall.**Course Description:** Survey of the formation and transformation of rhetorical theory from the Classical Age. LAS International/Intercultural.**Prerequisite(s):** COM 104.**COM 340 Communication and Aging Credits: 3****Typically Offered:** Departmental Discretion.**Course Description:** Examines the intrapersonal, interpersonal and public levels of human communication in relationship to the aging process.**Prerequisite(s):** COM 104 or departmental approval.**COM 342 Intercultural Communication Credits: 3****Typically Offered:** Fall.**Course Description:** Studies communication between and among people from different cultures. Topics include cultural patterns, value orientations, verbal and nonverbal codes, cultural identity, culture shock, acculturation, perception, and stereotyping. LAS Writing; LAS International/Intercultural. **Prerequisite(s):** COM 104.**COM 345 Nonverbal Communication Credits: 3****Typically Offered:** Spring.**Course Description:** Nonverbal aspects of communication; factors which affect and modulate verbal messages; interpretation of nonverbal information; kinesics (body motion), proxemics (social/personal space), and paralanguage (vocal cues accompanying words). LAS Writing; LAS International/Intercultural. **Prerequisite(s):** COM 104.**COM 350 Selected Topics in Speech Communication Credits: 3****Typically Offered:** Fall, Spring.**Course Description:** Specialized course work in the field of speech communication and theatre/video. Course may be repeated for up to six credit hours maximum with different topics. **Prerequisite(s):** COM 104 or departmental approval.**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. Course is graded on a pass/fail basis.

**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 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.

### General Studies

Students must complete General Studies courses (p. 20) 42-47

### Major Requirements

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 one of the last two semesters prior to graduation.

## Graduation Requirements

1. Earn a minimum of 124 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

### General Studies

Students must complete General Studies courses (p. 20) 42-47

### Major Requirements

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 Communications 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 124 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

|  |                                   |       |
|--|-----------------------------------|-------|
| <b>General Studies</b>                                 |                                   |       |
| Students must complete General Studies courses (p. 20) |                                   | 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 Communications      | 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 124 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.

## Speech Communication (Bachelor of Science, B.S.)

### Requirements

|  |                                   |       |
|--|-----------------------------------|-------|
| <b>General Studies</b>                                 |                                   |       |
| Students must complete General Studies courses (p. 20) |                                   | 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 Communications      | 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     |
| 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: <sup>2</sup> |  | 12 |
| COM 227  | Interviewing Principles and Practices        |    |
| COM 305  | Interpersonal Communications                 |    |
| 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                                   |    |

<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.

<sup>2</sup> The same course may not be counted in both the major and the elective sections.

## Graduation Requirements

1. Earn a minimum of 124 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.

## Journalism Minor Requirements

### Minor Requirements

|   |  |   |
|---|--|---|
| 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

### Minor Requirements

|   |                                   |    |
|---|-----------------------------------|----|
| 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 Communications                 |    |
| 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

### Minor Requirements

|                    |                                      |    |
|--------------------|--------------------------------------|----|
| COM 210            | Presentational Communication         | 3  |
| or COM 334         | Argumentation and Debate             |    |
| COM 305            | Interpersonal Communications         | 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.

### Certification Requirements

|  |  |    |
|--|--|----|
| 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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www.missouriwestern.edu/CSMP/ (<https://www.missouriwestern.edu/csm>)

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. 127)
- Computer Science (Bachelor of Science, B.S.) (p. 128)
- Mathematics (Bachelor of Science, B.S.) (p. 129)
- Teacher Education in Mathematics (Bachelor of Science, B.S.) (p. 129)

## Minors

### Minors

- Applied Computer Technology Minor (p. 130)
- Computer Science Minor (p. 130)
- Mathematics Minor (p. 130)
- Physics Minor (p. 130)

## Courses

On This Tab

- Applications of Computer Technology (ACT) (p. 121)
- Computer Science (CSC) (p. 121)
- Mathematics (MAT) (p. 121)
- Physics (PHY) (p. 121)

## 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, Spring.**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 High-Level Programming Language 1 Credits: 3****Typically Offered:** Fall.**Course Description:** This course explores the structure of a high-level programming language other than java. 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. Majors enrolling in this course must also complete CSC 345 during the following spring semester. **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 (odd-numbered years).

**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):** Credit or concurrent enrollment 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):** Credit or concurrent enrollment in CSC 285.

**CSC 345 High-Level Programming Language II Credits: 3**

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

**Course Description:** This course explores the advanced features of a high-level programming language other than Java. Topics typically include database access, network programming, advances GUI interface design, and management of large-scale program development. Students will produce an application demonstrating mastery of advanced topics of the selected language. This is a continuation of CSC 245. Students must take CSC 245 and CSC 345 in the same language. **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.

**CSC 410 Network Security Technologies Credits: 3****Typically Offered:** Fall (even-numbered years).

**Course Description:** This course covers various facets of network security and the tools that are available to secure and monitor networks. Topics include commercial and open source security tools, public-key cryptography, firewalls, authentication, intrusion detection, control of malicious code, OS hardening fundamentals, and security assessment. **Prerequisite(s):** Completion of at least six credit hours of CSC courses numbered 300 or higher, or completion of CIS minor core.

**CSC 445 Mobile Device Application Development Credits: 3****Typically Offered:** Departmental Discretion.

**Course Description:** This course focuses on developing applications for modern Smartphone operating systems. Most of the course is dedicated to some specific mobile device OS at the discretion of the instructor. Rapid application development techniques are covered, as well as setup of the development environment, real-world testing, and deployment. **Prerequisite(s):** A grade of C or higher in CSC 254.

**CSC 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 Computer Information Systems or Computer Science major, minimum of 2.5 GPA in major field, and departmental approval.

**CSC 451 Internship in Computer Science Credits: 1-3****Typically Offered:** Fall, Spring, Summer.

**Course Description:** An academic program which offers Computer Science majors an opportunity to integrate theory with practice. Students work full-time or part-time for a company in a position related to the Computer Science 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 credit, but at most 3 hours may count towards the total number of hours required for the major. **Prerequisite(s):** Declared Computer Science or Computer Information Systems major or declared CIS minor, a minimum of 2.5 GPA, and permission of the faculty sponsor.

**CSC 484 Compiler Theory Credits: 3****Typically Offered:** Spring (odd-numbered years).

**Course Description:** An introduction to the basic structures of compilers and their design. Course topics include computer language structure, translation/recognition techniques of lexical analysis, parsing and syntax-directed translation. The course will also consider the impact of run-time environments on the design of computer languages and the constraints of code optimization on code generation. A small compiler will be developed. **Prerequisite(s):** A grade of C or higher in CSC 384.

**CSC 487 Digital Animation and Production Credits: 3****Typically Offered:** Fall (even-numbered years).

**Course Description:** This class will concentrate on the methods used to build digital animated characters. Subjects will include character design and development, animation of characters, lighting, camera shots, sound and production editing. **Prerequisite(s):** Junior standing and declared Computer Information Systems, Computer Science, or Communication Studies and Theatre major.

## Mathematics (MAT)

**MAT 081 Foundations for University Mathematics I Credits: 3****Typically Offered:** Fall, Spring, Summer.

**Course Description:** A study of the fundamental arithmetic and algebraic concepts prerequisite to university level mathematics. The specific topics studied are determined by assessment of the individual student's mathematical background.

**MAT 083 Foundations for University Mathematics II Credits: 3****Typically Offered:** Fall, Spring, Summer.

**Course Description:** A continuing study of the fundamental arithmetic and algebraic concepts prerequisite to university level mathematics initiated in MAT 081. The specific topics studied are determined by assessment of the individual student's mathematical background. **Prerequisite(s):** A grade of C or better in MAT 081 or the equivalent.

**MAT 110 Contemporary Problem Solving Credits: 3****Typically Offered:** Fall, Spring, Summer.

**Course Description:** Mathematics for solving selected real-world problems using elementary graph theory, data analysis, techniques of decision making, and the mathematics of finance. Same as MAT 110E. **Prerequisite(s):** ACT math subscore of at least 22 or a sufficient score on the math placement exam or departmental approval.

**MAT 110E Contemporary Problem Solving Credits: 4****Typically Offered:** Fall, Spring, Summer.

**Course Description:** Mathematics for solving selected real-world problems using elementary graph theory, data analysis, techniques of decision making, and the mathematics of finance. Same as MAT 110. Three hours lecture, two hours lab. **Prerequisite(s):** ACT math subscore of at least 18 or a sufficient score on the math placement exam or successful completion of MAT 083 or departmental approval.

**MAT 112 Finite Mathematics Credits: 3****Typically Offered:** Fall, Spring.

**Course Description:** Linear and quadratic equations, graphs, and functions including exponential and logarithmic functions; mathematics of finance, annuities, sinking funds and mortgages; linear programming; counting methods, probability, expectation; descriptive statistics. Not open to the student with credit in MAT 165 or MAT 167. **Prerequisite(s):** ACT math subscore of at least 22 or a grade of C or higher in MAT 110E or a sufficient score on the math placement exam or departmental approval.

**MAT 116 College Algebra Credits: 3****Typically Offered:** Fall, Spring, Summer.

**Course Description:** Linear, quadratic, and miscellaneous equations and inequalities; relations and functions including polynomial, exponential, and logarithmic functions; graphing; systems of equations; and matrices. Not open to the student with credit in MAT 165 or MAT 167. **Prerequisite(s):** ACT math subscore of at least 22 or a grade of C or higher in MAT 110E or a sufficient score on the math placement exam or departmental approval.

**MAT 119 Trigonometry Credits: 2**

**Typically Offered:** Fall, Spring.

**Course Description:** Trigonometric functions, trigonometric identities, trigonometric equations, solution of triangles, inverse trigonometric functions. Not open to the student with credit in MAT 165 or MAT 167.

**Prerequisite(s):** ACT math score of 22 or higher or the equivalent.

**MAT 127 Applied Mathematics for Engineering Technology Credits: 3**

**Typically Offered:** Spring.

**Course Description:** An applied course in algebra, trigonometry, analytic geometry, and statistics; applications primarily from the technological fields; also includes an introduction to basic concepts in calculus.

Satisfies Associate Degree requirements in Engineering Technology only. Does not satisfy general studies mathematics requirement.

**Prerequisite(s):** A grade of C or better in both MAT 116 and MAT 119.

**MAT 132 Elementary Statistics Credits: 3**

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

**Course Description:** A basic course for students in natural sciences, behavioral sciences, and social sciences; tabulation of data, graphic representation, measures of central tendency and dispersion, probability, types of distributions, estimations, sampling, hypothesis testing, elementary aspects of correlation. **Prerequisite(s):** A grade of C or higher in MAT 112 or MAT 116.

**MAT 137 Calculus in Business and the Non-Physical Sciences Credits: 4**

**Typically Offered:** Spring.

**Course Description:** Differential and integral calculus applications in Business, life sciences and social science. Not open to the student with credit in MAT 147, MAT 166, or MAT 167. **Prerequisite(s):** ACT math score of 25 or higher or a grade of C or higher in MAT 112, MAT 116, or equivalent.

**MAT 147 Applied Calculus Credits: 5**

**Typically Offered:** Fall.

**Course Description:** An applied course in techniques of differentiation and integration; applications primarily from the technological fields; analytic geometry, functions, differential and integral calculus.

**Prerequisite(s):** ACT math score of 25 or higher or a grade of C or higher in MAT 116.

**MAT 165 Calculus with Analytic Geometry I: Differentiation Credits: 3**

**Typically Offered:** Fall.

**Course Description:** Includes the study of limits and continuity of real functions, the derivative of algebraic and trigonometric functions, and applications of the derivative. Not open to the student with credit in MAT 167. **Prerequisite(s):** ACT math score of 25 or higher, or a grade of C or higher in MAT 116 and a grade of C or higher or concurrent enrollment in MAT 119.

**MAT 166 Calculus with Analytic Geometry I: Integration Credits: 3**

**Typically Offered:** Spring.

**Course Description:** Includes the study of the integral, and the derivative and integral of exponential logarithmic, and other transcendental functions. Not open to the student with credit in MAT 167. **Prerequisite(s):** A grade of C or higher in MAT 165.

**MAT 167 Calculus with Analytic Geometry I Credits: 5**

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

**Course Description:** The first of three sequenced courses in calculus. Includes the study of limits and continuity of real functions, the derivative and its applications, the integral, and the integration and differentiation of trigonometric, exponential and logarithmic functions. Not open to the student with credit in MAT 166. **Prerequisite(s):** ACT math score of 25 or higher or a grade of C or higher in MAT 116 and MAT 119.

**MAT 177 Calculus with Analytic Geometry II Credits: 5**

**Typically Offered:** Fall, Spring.

**Course Description:** The second of three sequenced courses in calculus. Includes the study of applications of integration, integration techniques, L'Hopital's Rule, improper integrals, infinite series, conic sections, plane curves, parametric equations, and polar coordinates. **Prerequisite(s):** A grade of C or higher in MAT 166 or MAT 167.

**MAT 201 Combinatorics Credits: 3**

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

**Course Description:** A study of the basic techniques for counting finite discrete structures subject to given constraints. Combinatorial problems from various areas of mathematics will be explored. **Prerequisite(s):** A grade of C or higher in MAT 137, MAT 147, MAT 166, or MAT 167.

**MAT 206 Mathematical Transitions Credits: 3**

**Typically Offered:** Fall.

**Course Description:** This course is designed to prepare students thoroughly for the transition into university level mathematics. Its main content is the development of formal proof, concise logical reasoning and the ability to write mathematically. Topics include but not limited to proof techniques, induction, number systems, function and sets, complex numbers, series and sequences, matrices. LAS Writing. **Prerequisite(s):** Credit or concurrent enrollment in MAT 177.

**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 (odd-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 331 Applied Statistics Credits: 3****Typically Offered:** Fall (even-numbered years).**Course Description:** Fundamental principles and techniques of statistical investigations and data analysis from a calculus-based perspective including discrete and continuous random variables, estimation and hypothesis testing. LAS Computer Literacy. **Prerequisite(s):** A grade of C or higher in MAT 137, MAT 147, MAT 166 or MAT 167.**MAT 332 Probability Theory Credits: 3****Typically Offered:** Fall (odd-numbered years).**Course Description:** The study of discrete and continuous probability distributions. **Prerequisite(s):** MAT 206, MAT 287, and MAT 331.**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 EDU 351.**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.**MAT 462 Number Theory Credits: 3****Typically Offered:** Fall (odd-numbered years).**Course Description:** Study of divisibility, primes, congruencies, diophantine equations, arithmetic functions, partitions, Fibonacci numbers, and continued fractions. An independent method of study will be used.**Prerequisite(s):** A grade of C or higher in MAT 206.**MAT 465 Mathematics Teaching: Methods and Materials Credits: 3****Typically Offered:** Fall (even-numbered years).**Course Description:** Techniques, materials, and resources used in the mathematics curriculum in secondary schools. Not appropriate for the major in mathematics without teacher certification. **Prerequisite(s):** A grade of C or higher in EDU 203 and credit or concurrent enrollment in MAT 206.**MAT 470 Seminar in Mathematics Credits: 3****Typically Offered:** Fall (odd-numbered years).**Course Description:** Selected topics in mathematics. May be repeated for credit. **Prerequisite(s):** Departmental approval.

## Physics (PHY)

**PHY 101 Physics for the Liberal Arts Credits: 4****Typically Offered:** Fall.**Course Description:** A comprehensive, descriptive study of the scientific principles of the physical world, including the history of science, motion, energy, cosmology, geophysics, etc. Designed to provide students without significant previous coursework in the physical sciences with a solid introduction to the terminology and concepts required for further study. Three hours lecture, two hours lab. Not open to the student with credit in PHY 107, PHY 110, or PHY 210.**PHY 104 Introduction to Astronomy Credits: 4****Typically Offered:** Fall, Spring.**Course Description:** Basic course in astronomy, mostly descriptive in nature; solar system, stellar astronomy, structure of galaxy and universe. Three hours lecture and two hours lab.

**PHY 107 Introduction to Physics Credits: 4****Typically Offered:** Spring.**Course Description:** A comprehensive, quantitative study of the concepts and laws of physics. Designed for students majoring in fields other than the physical sciences, mathematics, or engineering. Topics include motion, gravity, electromagnetism, atomic and nuclear physics, optics, and relativity. Three hours of lecture, two hours lab. Not open to the student with credit in PHY 110 or PHY 210. **Prerequisite(s):** ACT math score of 20 or higher or the equivalent.**PHY 110 College Physics I Credits: 4****Typically Offered:** Fall, Spring.**Course Description:** Classical treatment of mechanics, energy, waves, and heat. Three hours lecture, three hours lab. Not open to students with credit in PHY 210. **Prerequisite(s):** MAT 116.**PHY 111 College Physics II Credits: 4****Typically Offered:** Spring.**Course Description:** Electricity, magnetism, optics, relativity, atomic physics and nuclear physics. Three hours lecture, three hours lab. Not open to students with credit in PHY 211. **Prerequisite(s):** PHY 110 or PHY 210.**PHY 210 University Physics I Credits: 5****Typically Offered:** Fall.**Course Description:** This course is a comprehensive study of mechanics, relativity, oscillations, waves, and thermodynamics involving simulations, applications, and experimentation. Course assignments require the student to have a thorough knowledge of college algebra, trigonometry, and calculus. Three hours lecture, two hours computer aided instruction lab, two hours experimentation lab. **Prerequisite(s):** MAT 166 or MAT 167.**PHY 211 University Physics II Credits: 5****Typically Offered:** Spring.**Course Description:** This course is a comprehensive study of electricity, magnetism, optics, and introductory quantum physics involving simulations, applications, and experimentation. Course assignments require the student to have a thorough knowledge of college algebra, trigonometry, and calculus. Three hours lecture, two hours computer aided instruction laboratory, two hours experimentation laboratory. **Prerequisite(s):** PHY 210 and MAT 177. MAT 287 recommended.**PHY 283 Introduction to Research Methods in Physics Credits: 1-2****Typically Offered:** Departmental Discretion.**Course Description:** Introduction to basic research methods in Physics. Individual and team projects involving methods for solving physics-related research problems. **Prerequisite(s):** Departmental approval.**PHY 312 University Physics III Credits: 3****Typically Offered:** Fall.**Course Description:** Calculus-level modern physics. Three hours lecture. **Prerequisite(s):** PHY 211.**PHY 313 Modern Physics Laboratory Credits: 1****Typically Offered:** Fall (odd-numbered years).**Course Description:** Selected experiments in modern physics. Three hours laboratory. **Prerequisite(s):** Credit or concurrent enrollment in PHY 111 or PHY 312.**PHY 320 History of Physics Credits: 3****Typically Offered:** Spring (even-numbered years).**Course Description:** Comprehensive discussion of chronological development of concepts in classical and modern physics.**Prerequisite(s):** PHY 111 or PHY 312.**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

**General Studies**

|  |       |
|--|-------|
| Students must complete General Studies courses (p. 20) | 42-47 |
|--|-------|

**Major Requirements**

|                              |  |   |
|------------------------------|--|---|
| ACT 102                      | Introduction to Web Page Development                   | 3 |
| ACT 202                      | Introduction to Web Graphics                           | 3 |
| 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 |
| 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 132                      | Elementary Statistics                                  |   |
| MAT 331                      | Applied Statistics                                     |   |

**Electives**

|  |    |
|--|----|
| 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 124 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

#### General Studies

Students must complete General Studies courses (p. 20) 42-47

#### Core Requirements

|   |  |   |
|---|--|---|
| CSC 184   | Computing Concepts I                                 | 3 |
| CSC 245   | High-Level Programming Language I                    | 3 |
| 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   | High-Level Programming Language 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 132   | Elementary Statistics                                |   |
| MAT 331   | Applied Statistics                                   |   |

#### Concentration

Select one of the following concentrations in Computer Science: 27-30

General Concentration

Computer Information Systems Concentration

## General Concentration

#### Concentration Requirements

|                   |   |     |
|-------------------|---|-----|
| CSC 208           | Discrete Structures I   | 3   |
| 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 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

#### Concentration Requirements

|  |  |    |
|--|--|----|
| ACT 102  | Introduction to Web Page Development                   | 3  |
| CSC 200  | Computer Systems and Architectures                     | 3  |
| 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 124 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.

### General Studies

Students must complete General Studies courses (p. 20) 42-47

### Major Requirements

|  |   |     |
|--|---|-----|
| 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 331  | Applied Statistics  |     |
| 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 124 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.

### General Studies

Students must complete General Studies courses (p. 20) 42-47

### Major Requirements

|  |   |     |
|--|---|-----|
| 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 <sup>1</sup>   |     |
| MAT 263  | History of Mathematics <sup>1</sup>   |     |
| MAT 315  | Topics in Geometry <sup>1</sup>   |     |
| MAT 317  | Differential Equations  |     |
| MAT 331  | Applied Statistics <sup>1</sup>   |     |
| MAT 332  | Probability Theory  |     |
| Section B  |   |     |
| MAT 401  | Advanced Modeling   |     |
| MAT 407  | Advanced Calculus   |     |
| MAT 416  | Abstract Algebra <sup>1</sup>   |     |
| MAT 432  | Mathematical Statistics   |     |
| 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. 201) 36

<sup>1</sup> Required for Teacher Certification

## Graduation Requirements

1. Earn a minimum of 124 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.

### Minor Requirements

|   |                                      |    |
|---|--------------------------------------|----|
| 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.

### Minor Requirements

|   |   |   |
|---|---|---|
| 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

### Minor Requirements

|                    |   |       |
|--------------------|---|-------|
| 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

### Minor Requirements

|   |                                   |    |
|---|-----------------------------------|----|
| 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                          |
| <hr/>              |   |
| 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.

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The discipline of Economics studies the ways in which people make choices as they assume the various roles of consumer, worker, small business owner, business or non-profit manager, investor, government policymaker, and the like. The manner in which the economy is organized determines the opportunities available to individuals for achieving their goals in a wide variety of areas, and it is one of the key factors affecting the quality of life in any society. Recently, with the increasing reliance upon free market economic principles at home and around the globe, students across the country have demonstrated a renewed interest in the study of economics. The background they acquire will serve them well whether they are preparing for careers in business, government or the non-profit sector, or plan to enter graduate school or law school.

The discipline of political science studies political institutions, the political behavior of groups, and the political behavior of individuals within groups. More specifically, the discipline of political science includes the study of American and foreign entities, political history, constitutional and policy issues, interest groups, and the media. Although the field is sufficiently diverse to cover virtually any topic of a political nature, a traditional curriculum comprised of several subfields is widely recognized and is included in the political science major at MWSU.

Sociology is the study of group life, social interaction, and relationships in society. Sociology deals with issues relevant to people and social life. Sociology is concerned with such topics as: marriage and the family; urban and rural life; crime; social class; race and ethnicity; sex and gender; demographic changes; environment; technology and communication-to name a few. Sociology addresses these and other pressing contemporary issues by applying both a specific body of theory as well as the systematic methods of scientific research.

### Admission to Political Science major

Students desiring to major in Political Science must formally declare a major by meeting with a Political Science faculty member and complete a Pre-Declaration of Major form. Applicants will be assigned a Political Science faculty advisor at that time. Applicants must have completed the following courses before their major applications will be considered: PSC 101 American National Government and ENG 104 College Writing and Rhetoric, with a grade of C or higher in each.

## 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.

### Political Science

Applicants must have completed PSC 101 American National Government and ENG 104 College Writing and Rhetoric with a grade of C or higher before their major applications will be considered.

### Majors

- Economics (Bachelor of Science, B.S.) (p. 137)
- Political Science (Bachelor of Arts, B.A.) (p. 138)
- Political Science (Bachelor of Science, B.S.) (p. 138)
- Sociology (Bachelor of Science, B.S.) (p. 138)

### Minors

- Childhood Studies Minor (p. 249)
- Economics Minor (p. 139)
- Gender and Power Studies Minor (p. 250)
- International Studies Minor (p. 250)
- Peace & Conflict Studies Minor (p. 251)
- Political Science Minor (p. 139)
- Sociology Minor (p. 139)

### Courses

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- Political Science (PSC) (p. 132)
- Sociology (SOC) (p. 132)

### Economics (ECO)

**ECO 101 Current Issues in the Economy Credits: 3**  
**Typically Offered:** Fall, Spring, Summer.

**Course Description:** Introductory course covering current economic events and economic problems facing society. Topics include health care, the environment, crime and poverty, globalization, and recession and growth in the national economy. As the economic aspects of these issues are explored, the student is introduced to the methods used by economists to analyze problems and to develop possible solutions.

**ECO 260 Principles of Macroeconomics Credits: 3**  
**Typically Offered:** Fall, Spring, Summer.

**Course Description:** Introduction to basic principles of economics with emphasis on the analysis of unemployment, GDP, inflation, and public debt; discusses fiscal and monetary theories and public policies.

**ECO 261 Principles of Microeconomics Credits: 3**  
**Typically Offered:** Fall, Spring, Summer.

**Course Description:** Introduction to economic fundamentals with emphasis on supply and demand analysis, factor markets, different market structures, international economics, and various economic problems.

**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.

**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 or GBA 210 or MAT 132.

**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.



**ECO 463 Comparative Economic Systems Credits: 3****Typically Offered:** Fall (even-numbered years).**Course Description:** Introduction to the comparative study of national economic organization. Analysis of alternative patterns of reliance on national economic planning versus market activity. Examines experiences in different types of national economies such as the United States, the United Kingdom, Germany, Sweden, Japan, the republics of the former Soviet bloc, and China. LAS International/Intercultural.**Prerequisite(s):** ECO 260.**ECO 464 Econometrics Credits: 3****Typically Offered:** Departmental Discretion.**Course Description:** Introduces methods and statistical tools utilized by economists to perform basic and applied research. Regression analysis is the focus, with emphasis on both theoretical issues and problems encountered in application. Students will experience the research process firsthand, with ample opportunities to collect and analyze their own data. LAS Computer Literacy. **Prerequisite(s):** Either ECO 260 or ECO 261 and either ECO 300 or GBA 210 or MAT 132.**ECO 466 Economics in Action Credits: 3****Typically Offered:** Departmental Discretion.**Course Description:** In-depth study of one of the following specialty areas in economics taught on a rotational basis each semester offered. Content will cover such topics as: Economics of Crime and Justice, International Finance, Mathematical Economics, Economics of Sport, or Economics and the Media. Course may be repeated for credit up to five times with different topics. **Prerequisite(s):** ECO 260 or ECO 261.

## Political Science (PSC)

**PSC 101 American National Government Credits: 3****Typically Offered:** Fall, Spring, Summer.**Course Description:** The American constitutional system, including Congress, the presidency, and the courts; and public issues.**PSC 110 American State and Local Government Credits: 3****Typically Offered:** Fall.**Course Description:** Colonial and revolutionary origins of state government; state constitutions; referendum, initiative, and recall procedures; state legislatures; governors; state courts; county and municipal governments. **Prerequisite(s):** PSC 101.**PSC 111 Understanding the Missouri Constitution Credits: 1****Typically Offered:** Fall, Spring.**Course Description:** This course provides students with an overview of the Missouri Constitution. Includes a discussion of federalism, the historical development, key constitutional structures and the Missouri Bill of Rights. The course is open to transfer students needing to complete the state mandated graduation requirement for knowledge of the Missouri Constitution.**PSC 200 International Politics Credits: 3****Typically Offered:** Spring.**Course Description:** The nature of politics at the international level; the national state system and state capabilities; foreign policy objectives, formulation, and execution; international organizations and alignments; contemporary world tensions. LAS International/Intercultural. **Prerequisite(s):** PSC 101.**PSC 210 Comparative Political Systems Credits: 3****Typically Offered:** Fall.**Course Description:** Structural-functional analysis of major European political systems; comparison and contrast among such systems and with others of contemporary significance. **Prerequisite(s):** PSC 101.**PSC 280 Scope and Methods Credits: 3****Typically Offered:** Spring (even-numbered years).**Course Description:** The way political scientists work; the scientific basis for the discipline of Government; the history, approaches, and major sub-fields of Government the quantitative and qualitative research methods used to analyze politics.**PSC 283 Introduction to Research Methods in Government Credits: 1-2****Typically Offered:** Departmental Discretion.**Course Description:** Introduction to basic research methods in political science. Individual and team projects involving methods for solving government-related research problems. **Prerequisite(s):** Departmental approval.**PSC 300 Voters and Elections Credits: 3****Typically Offered:** Fall (even-numbered years).**Course Description:** Evolution of the American two-party system; place of the interest group in decision making through interaction with executive and legislative branches. LAS Computer Literacy. **Prerequisite(s):** PSC 101 and PSC 110.**PSC 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 PHL 310. LAS Ethics; LAS Writing. **Prerequisite(s):** PSC 101 or any previous course in philosophy or humanities.**PSC 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 PHL 312. LAS Ethics. **Prerequisite(s):** PSC 101 or any previous course in philosophy or humanities.**PSC 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, PSY 314. **Prerequisite(s):** Completion of Category One – Basic Skills General Studies courses.**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 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.

**PSC 426 Peace and Justice in Post-Conflict Societies Credits: 3**

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

**Course Description:** This course addresses issues of building peace in war-torn societies by focusing on a range of political, military, economic, and social challenges and how they intersect with institutions of the state. Emphasis on four separate sectors around which institutionalizing peace are organized: security, justice and reconciliation, governance and participation, and social and economic issues. Special attention is given to connecting the theoretical literature on conflict transition to the applied challenges of post-war societies. **Prerequisite(s):** PSC 101 and PSC 200.

**PSC 450 Independent Research/Project Credits: 1-5**

**Typically Offered:** Fall, Spring.

**Course Description:** Investigation of a research problem, project, or topic or an individual conference basis. **Prerequisite(s):** Declared political science major, a minimum of 2.5 GPA, and departmental approval.

**PSC 490 Capstone Practicum in Political Science Credits: 3-12****Typically Offered:** Fall, Spring.

**Course Description:** An integrative, research based capstone experience for senior political science majors. Students arrange an internship with a public agency, governmental organization, or private group or agency that interacts with government subject to the approval of the Department of Economics, Political Science, & Sociology via its political science faculty. The field work will provide first-hand experience with the operations, institutions, and policy concerns of cooperating agencies, organizations, and groups in addition to providing data necessary to complete the original research component of the practicum. Student internship positions in a state or local government setting require PSC 110. Internships must be arranged and approved by the department in the semester preceding the internship. Supervised internships are not offered during summer session. For more details contact the Coordinator of the Internship Practicum in the EPSS department. **Prerequisite(s):** Senior standing and PSC 280.

## Sociology (SOC)

**SOC 110 Introduction to Sociology Credits: 3****Typically Offered:** Fall, Spring, Summer.

**Course Description:** An introduction to the discipline of sociology; basic sociological concepts and theories; a survey of the major topics such as culture, society, social interaction, groups, crime, race/ethnicity, class, gender, the family, education, religion, medicine, economy, politics. Cross-cultural comparisons.

**SOC 120 General Anthropology Credits: 3****Typically Offered:** Fall.

**Course Description:** The bio-cultural evolution of the human species, with emphasis on culture as adaptation for survival; comparison of human non-literate societies, stressing cultural variability, cultural relativity, and similarities between cultures.

**SOC 200 Introduction to Archaeology Credits: 3****Typically Offered:** Fall, Spring.

**Course Description:** The language, methodology, theoretical frameworks and history of the field of archaeology, with special emphasis on excavations and their contribution to knowledge of past civilization.

**SOC 230 Social Problems Credits: 3****Typically Offered:** Fall.

**Course Description:** An analysis of contemporary American social problems, such as poverty, social inequality, crime and law enforcement, health and health care, population and the environment, problems in the family, education, politics and the economy. Global comparisons.

**Prerequisite(s):** SOC 110.**SOC 283 Introduction to Research Methods in Sociology Credits: 1-2****Typically Offered:** Departmental Discretion.

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

**SOC 300 Selected Topics In Sociology Credits: 3****Typically Offered:** Departmental Discretion.

**Course Description:** Specialized area of investigation of a selected topic or problem in sociology that is not listed in the catalog. May be repeated for credit for each different topic. **Prerequisite(s):** SOC 110 or departmental approval.

**SOC 310 Deviant Behavior Credits: 3****Typically Offered:** Spring (even-numbered years).

**Course Description:** Introduction to the basic research, theories and topics that characterize this area of Sociology including, but not limited to such topics as substance abuse, sexual deviance, violence, mental illness and other behaviors considered deviant in American society. Cross-cultural comparisons are made whenever possible. **Prerequisite(s):** SOC 110.

**SOC 315 Social Inequality and Stratification: Class, Power and Wealth Credits: 3****Typically Offered:** Departmental Discretion.

**Course Description:** A survey of the nature, causes, and consequences of social inequality in advanced capitalist societies (e.g., North America, Europe, and Japan) and the Third World. Explores the distribution of income, wealth, power, and prestige based on gender, race, age, and physical and other attributes. Investigates the reasons for prosperity and poverty and their effects on life choices, careers, and opportunities. LAS International/Intercultural. **Prerequisite(s):** SOC 110.

**SOC 325 World of Islam: People, Cultures & Societies Credits: 3****Typically Offered:** Departmental Discretion.

**Course Description:** An introduction to the fundamentals of Islam, and a survey of cultures, traditions, social life, and history of Islamic societies. The course provides an interpretation of current events in the world of Islam. Special topics of interest would include: the origin and history of Islam; religious life (belief and practices, and observance); Islamic cultures; Islamic arts, literature, and architecture; economic applications of Islam; Islamic laws and theology; marriage and Muslim families; women's rights and position in Muslim families and society; political Islam (Islamic groups: modern and militant Islamic movements, the question of leadership); and, Islam and the West. The course is, however, open to the type of interests that students show in the subject matter.

**SOC 330 The Family Credits: 3****Typically Offered:** Spring.

**Course Description:** The family as a basic institution; the structure and functions of the modern family in a changing urban environment.

**Prerequisite(s):** SOC 110.**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

**General Studies**

|  |       |
|--|-------|
| Students must complete General Studies courses (p. 20) | 42-47 |
|--|-------|

**Major Requirements**

|         |                              |   |
|---------|------------------------------|---|
| 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:

|         |  |   |
|---------|--|---|
| MAT 132 | Elementary Statistics                        | 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  |   |

### Graduation Requirements

1. Earn a minimum of 124 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

#### General Studies

Students must complete General Studies courses (p. 20) 42-47

#### Major Requirements

|         |   |      |
|---------|---|------|
| 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

#### Bachelor of Arts Foreign Language Requirement

Credit hours in one language 12

### Graduation Requirements

1. Earn a minimum of 124 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

#### General Studies

Students must complete General Studies courses (p. 20) 42-47

#### Major Requirements

|         |                                     |   |
|---------|-------------------------------------|---|
| 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 124 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

#### General Studies

Students must complete General Studies courses (p. 20) 42-47

#### Major Requirements

|            |                             |   |
|------------|-----------------------------|---|
| 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

#### Other Required Courses

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

1. Earn a minimum of 124 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 minimum 2.0 GPA in major requirement courses (excludes the identified other required courses).
6. 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:

### Minor Requirements

|  |                              |    |
|--|------------------------------|----|
| 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

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.

## Political Science Minor Requirements

### Minor Requirements

|                              |                              |   |
|------------------------------|------------------------------|---|
| 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

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.

## Sociology Minor Requirements

### Minor Requirements

|         |                             |   |
|---------|-----------------------------|---|
| 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

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

Dr. Stacia Bensyl, Chairperson  
bensyl@missouriwestern.edu  
(816) 271-5936  
www.missouriwestern.edu/EML (<http://www.missouriwestern.edu/EML>)

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. 150)
- English (Bachelor of Science in Education, B.S.E.) (p. 152)
- French (Bachelor of Science in Education, B.S.E.) (p. 152)
- International Studies (Bachelor of Arts, B.A.) (p. 246)
- Modern Languages (Bachelor of Arts, B.A.) (p. 153)
- Spanish (Bachelor of Science in Education, B.S.E.) (p. 155)
- Technical Communication (Bachelor of Science, B.S.) (p. 156)

## Minors

- Childhood Studies Minor (p. 249)
- Creative Writing Minor (p. 156)

- English Studies Minor (p. 156)
- French Minor (p. 157)
- Gender and Power Studies Minor (p. 250)
- German Minor (p. 157)
- International Studies Minor (p. 250)
- Literature Minor (p. 157)
- Spanish Minor (p. 158)
- Technical Communication Minor (p. 158)

## Courses

### On This Tab

- Chinese (CHI) (p. 141)
- English (ENG) (p. 141)
- English Public Relations (EPR) (p. 141)
- English Technical Communication (ETC) (p. 141)
- French (FRE) (p. 141)
- German (GER) (p. 141)
- Spanish (SPA) (p. 141)

## 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.

### 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.

### 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 320, ENG 321, ENG 323, ENG 324, ENG 325, ENG 330, ENG 331, ENG 333, ENG 334, ENG 340, ENG 341, ENG 352, ENG 353, ENG 354, ENG 355, ENG 357, ENG 361, ENG 410, ENG 430, ENG 450, ENG 460, ENG 480  |

### 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.)

### 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.

### 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.**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 320 Literature of Gender and Ethnicity Credits: 3****Typically Offered:** Spring (odd-numbered years).**Course Description:** Considering multi-gender and multi-ethnic texts, the course explores how the literature of diverse and marginalized groups reflect authentic ways of comprehending our world at the same time it challenges readers to examine and appreciate a wider range of literary experience. LAS International/Intercultural. **Prerequisite(s):** Either ENG 108 or ENG 112 and ENG 210 or ENG 220.**ENG 321 Literature and Religion Credits: 3****Typically Offered:** Fall (odd-numbered years).**Course Description:** Beginning with the ancient world and ending with electronic texts of the present, the course introduces a variety of religious literatures to explore the connection between religious impulse and literary form and to address profound questions of existence and faith. LAS Ethics; LAS International/Intercultural. **Prerequisite(s):** ENG 108 or ENG 112 and ENG 210 or ENG 220.**ENG 323 Literature and Computers Credits: 3****Typically Offered:** Departmental Discretion.**Course Description:** Examining the relationship between computers and literary studies, the course covers topics such as digital media, hypertext/hypermedia as genre, technology theory, cyber literature, computerized research, programs and programming, and virtual reality. LAS Computer Literacy. **Prerequisite(s):** ENG 108 or ENG 112 and ENG 210 or ENG 220.**ENG 324 Literature and Science Credits: 3****Typically Offered:** Fall (even-numbered years).**Course Description:** Exploring the place of literature in a scientific age, the course considers the place of science in a responsible, emotionally satisfying, and imaginative conception of the world as well as the impact of scientific knowledge on a literature confronted with rapidly advancing technology. LAS International/Intercultural. **Prerequisite(s):** ENG 108 or ENG 112 and ENG 210 or ENG 210.**ENG 325 Literature and the World Credits: 3****Typically Offered:** Spring (even-numbered years).**Course Description:** This course introduces students to world literatures in translation and explores diverse literary traditions. It provides students with a broad literary base from which they can examine how various literatures have taken shape, the influence of those literatures on writing in an English-language tradition, and the intertextual role of those literatures in literary studies in English. LAS International/Intercultural.**Prerequisite(s):** ENG 108 or ENG 112 and ENG 210 or ENG 220.**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 341 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 and ENG 210 or ENG 220.

**ENG 352 Literature in English: Beginnings to 1500 Credits: 3**

**Typically Offered:** Spring (odd-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 ENG 220.

**ENG 353 Literature in English: 1500-1800 Credits: 3**

**Typically Offered:** Spring (even-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, Spencer, 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:** Spring (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:** Fall (odd-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 410 Selected Studies in Literary Genre** Credits: 3**Typically Offered:** Spring (odd-numbered years).**Course Description:** A detailed examination of a specific genre of literature; focus will change each time the course is offered. Representative topics: "Utopian-Dystopian Fiction," "Shakespeare's Tragedies," "The Literature of Fantasy," "Graveyard Poetry." May be repeated for credit as topics change. LAS Ethics. **Prerequisite(s):** ENG 108 or ENG 112 and ENG 210 or ENG 220.**ENG 430 Selected Studies in Literary Theme** Credits: 3**Typically Offered:** Spring (even-numbered years).**Course Description:** A detailed examination of a specific theme in literature; focus will change each time the course is offered. Representative topics: "Contrasting Perspectives: American Folktales and Native American Narratives," "Anonymity, Pseudonymity, and Women's Literary Production." May be repeated for credit as topics change. LAS Ethics. **Prerequisite(s):** ENG 108 or ENG 112 and ENG 210 or ENG 220.**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 460 Selected Studies in Literary Period or Movement** Credits: 3  
**Typically Offered:** Fall (even-numbered years).**Course Description:** An in-depth study of a literary period or movement; focus will change each time the course is offered. Representative topics: "The Harlem Renaissance," "Literature in English: The Year 1859," "Literature Comprehends the French Revolution," "Print Revolutions: Caxton and Cyberspace." May be repeated for credit as topics change. LAS Ethics. **Prerequisite(s):** ENG 108 or ENG 112 and ENG 210 or ENG 220.**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 480 Selected Studies in Literary Authority** Credits: 3**Typically Offered:** Fall (odd-numbered years).**Course Description:** A detailed examination of a specific site of literary production; focus will change each time the course is offered. Representative topics: "Jane Austen and Her Novels," "African-American Slave Narratives," "John Murray and the Publication of the British Romantics." May be repeated for credit as topics change. LAS Ethics. **Prerequisite(s):** ENG 108 or ENG 112 and ENG 210 or ENG 220.**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.**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.**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.

**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.**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.

### SPA 101 Elementary Spanish II Credits: 3

**Typically Offered:** Spring.

**Course Description:** Continued study of Spanish 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 SPA 100.

### SPA 110 Accelerated Beginning Spanish Credits: 6

**Typically Offered:** Departmental Discretion.

**Course Description:** Covers the material of SPA 100 and SPA 101 in one accelerated semester. Intended for students who know some Spanish (i.e. two to three semesters in high school) but do not have skills adequate for 200-level courses. Equivalent to SPA 100 and SPA 101 when both courses are taken. Not open to any student who has credit for SPA 100. **Prerequisite(s):** Departmental approval.

### SPA 116 Elementary Spanish Review and Conversation Credits: 1

**Typically Offered:** Spring.

**Course Description:** Review, conversation, and continuation of SPA 101, intended for students who cannot continue their Spanish study until the fall semester. **Prerequisite(s):** SPA 101.

### SPA 200 Intermediate Spanish 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 Spanish-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 SPA 101.

### SPA 201 Intermediate Spanish 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 Spanish-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 SPA 200 or departmental approval.

### SPA 211 Spanish 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 Spanish, as well as concentrating on increased awareness of Spanish customs and culture. The topic will vary with each offering, including the following settings: business, health care, legal, social services, tourism. Will fulfill major requirement only with departmental approval. May be repeated for credit. **Prerequisite(s):** SPA 200 or equivalent.

### SPA 248 Preparatory Course for Interim Program Spanish Studies Abroad Credits: 2

**Typically Offered:** Summer.

**Course Description:** An introduction to Hispanic history and contemporary Hispanic society. Lecture and discussion are in Spanish; readings are in English. 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 101 or two years of high school Spanish.

### SPA 250 Interim Program in Spanish Studies Abroad: Oral Spanish Credits: 3

**Typically Offered:** Summer.

**Course Description:** An intensive three-week intermediate level skills course in spoken Spanish given 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 101 or two years of high school Spanish.

### SPA 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 GER 301. **Prerequisite(s):** Junior standing and SPA 201 or SPA 211.

### SPA 302 Grammar and Composition Credits: 3

**Typically Offered:** Fall.

**Course Description:** A course in advanced grammatical constructions and writing of compositions. Original texts introducing different genres will be read and discussed. LAS Writing. **Prerequisite(s):** SPA 201 or equivalent.

### SPA 310 Spanish Readings Credits: 3

**Typically Offered:** Spring.

**Course Description:** Reading and analysis of Spanish and Latin-American texts from a variety of genres and periods. **Prerequisite(s):** Credit or concurrent enrollment in SPA 201.

### SPA 312 Conversation Credits: 3

**Typically Offered:** Spring.

**Course Description:** Solidifies and/or develops students' oral proficiency within a variety of conversational contexts and registers, and a study of the Spanish sound system. **Prerequisite(s):** SPA 201 or departmental approval.

### SPA 315 Spanish for Heritage Speakers Credits: 3

**Typically Offered:** Departmental Discretion.

**Course Description:** A course that emphasizes correct usage of grammar and vocabulary for native/heritage speakers of the Spanish language. Content is similar to that of SPA 302 Grammar and Composition, but focuses on strengthening Spanish for academic purposes. LAS Writing. **Prerequisite(s):** SPA 201 or its equivalent and departmental approval.



**SPA 316 Internship in Spanish Credits: 2-6****Typically Offered:** Fall, Spring, Summer.**Course Description:** Practical application skills in speaking, reading, writing in Spanish at a business concern or agency under the supervision of Spanish 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 departmental approval.**SPA 322 Introduction to Hispanic Civilization and Culture Credits: 3****Typically Offered:** Fall.**Course Description:** A study of Hispanic society and culture. The course emphasizes connections between historical development and artistic expression. LAS Ethics; LAS International/Intercultural. **Prerequisite(s):** SPA 201 and SPA 310, or department approval.**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

**General Studies**

|  |       |
|--|-------|
| Students must complete General Studies courses (p. 20) | 42-47 |
|--|-------|

**Core Requirements**

|  |   |   |
|--|---|---|
| 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<br>or ETC 401                                | Senior Portfolio                        | 1 |
| Select two literature courses numbered 300 or higher |   | 6 |

**Concentration**

|   |       |
|---|-------|
| Select one of the following concentrations: | 24-27 |
| Creative Writing and Publishing             |       |
| Literature                                  |       |
| Technical Communication                     |       |

**Bachelor of Arts Foreign Language Requirement**

|                                      |    |
|--------------------------------------|----|
| 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.

### Concentration Requirements

|                           |   |    |
|---------------------------|---|----|
| ENG 301                   | Advanced Composition  | 3  |
| ENG 385                   | Creative Writing: Prose   | 3  |
| ENG 386                   | Creative Writing: Poetry  | 3  |
| ENG 395                   | The Making of Contemporary Literature:<br>The Mochila Review          | 3  |
| ENG 485<br>or ENG 486     | Advanced Creative Writing: Prose<br>Advanced Creative Writing: Poetry | 3  |
| ETC/JOU 224               | Web Content and Design  | 3  |
| ETC/JOU 328<br>or ETC 326 | Multimedia Authoring<br>Document Design                               | 3  |
| JOU 202                   | Reporting for the Media   | 3  |
| JOU 308<br>or ETC 408     | Copy Editing<br>Technical Editing                                     | 3  |
| Total Credit Hours        |   | 27 |

## 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.

### Concentration Requirements

|                              |  |   |
|------------------------------|--|---|
| ENG 340                      | Literary Theory  | 3 |
| ENG 341                      | Shakespeare  | 3 |
| Select one of the following: |  | 3 |
| ENG 320                      | Literature of Gender and Ethnicity   |   |
| ENG 321                      | Literature and Religion  |   |
| ENG 324                      | Literature and Science   |   |
| ENG 325                      | Literature and the World   |   |
| Select one of 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<br>or ENG 353        | Literature in English: Beginnings to<br>1500<br>Literature in English: 1500-1800 | 3 |
| 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   |   |
| Select one of the following: |  | 3 |
| ENG 410                      | Selected Studies in Literary Genre   |   |

|   |  |    |
|---|--|----|
| ENG 430   | Selected Studies in Literary Theme                 |    |
| ENG 460   | Selected Studies in Literary Period or<br>Movement |    |
| ENG 480   | Selected Studies in Literary Authority             |    |
| Select any literature course numbered 300 or higher |  | 3  |
| Total Credit Hours                                  |  | 24 |

Note: Literature courses completed to fulfill the Major Core requirements will NOT also fulfill the Literature concentration requirements. Students must also complete the ETS English Literature Examination during the semester before graduation.

## 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.

### Concentration Requirements

|   |   |    |
|---|---|----|
| ETC 210                                   | Introduction to Digital Humanities                  | 3  |
| ETC 316                                   | Internship in Technical Communication               | 2  |
| ETC 340                                   | Content and Design for Technical<br>Communication   | 3  |
| ETC 408                                   | Technical Editing                                   | 3  |
| ETC 420                                   | Technical Documentation                             | 3  |
| ETC 421                                   | Research and Practice in Technical<br>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 124 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.

#### General Studies

Students must complete General Studies courses (p. 20) 42-47

#### Major Requirements

|                                       |  |   |
|---------------------------------------|--|---|
| 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 341                               | Shakespeare                                      | 3 |
| ENG 364                               | Introduction to Composition Theory               | 3 |
| ENG 365                               | Teaching Writing in Middle and Secondary Schools | 3 |
| ENG 400                               | Literature for Adolescents                       | 3 |
| ENG 465                               | English Teaching: Methods and Materials          | 3 |
| ENG 466                               | Practicum in the Teaching of Writing             | 1 |
| ENG 467                               | Teaching of Grammar                              | 3 |
| ENG 473                               | History of the English Language                  |   |
| Select one course from the following: |  | 3 |
| ENG 354                               | Literature in English: 1800-1860                 |   |
| ENG 355                               | Literature in English: 1860-1945                 |   |
| ENG 357                               | Literature in English : 1945-Present             |   |
| Select one course from the following: |  | 3 |
| ENG 410                               | Selected Studies in Literary Genre               |   |
| ENG 430                               | Selected Studies in Literary Theme               |   |
| ENG 460                               | Selected Studies in Literary Period or Movement  |   |
| ENG 480                               | Selected Studies in Literary Authority           |   |

Select two additional literature courses numbered 300 or higher 6

#### Education Professional Sequence

Students must complete the Professional Sequence (p. 201) 36

### Graduation Requirements

1. Earn a minimum of 124 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.

#### General Studies

Students must complete General Studies courses (p. 20) 42-47

#### Major Requirements

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 |
| 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. 201) 36

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 124 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

#### General Studies

Students must complete General Studies courses (p. 20) 42-47

#### Major Requirements

Select from one of the two following areas: 36-40

Area 1: Language and Culture

Area 2: Professional Applications

#### Concentration (Area 2 only)

Select one of the following concentrations: 30-31

Business

Criminal Justice

Digital Media

Technical Communication

## Area 1 (Language and Culture)

### French

#### Major Requirements

|            |                             |   |
|------------|-----------------------------|---|
| 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

#### Major Requirements

|                              |   |    |
|------------------------------|---|----|
| 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

#### Major Requirements

|   |    |
|---|----|
| 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 French for the Professional   | 3  |
| or FRE 301 Methods in Teaching Foreign Language   |    |
| Total Credit Hours  | 36 |

<sup>1</sup> At least 3 credit hours must be numbered 400-499.

### Spanish

#### Major Requirements

|   |    |
|---|----|
| Select thirty-three credit hours from the following: <sup>1</sup> | 33 |
| SPA 100 Elementary Spanish I                                      |    |
| & SPA 101 and Elementary Spanish II                               |    |
| or SPA 110 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            | Spanish for the Professional              | 3  |
| or SPA 301         | Methods in Teaching Foreign Language      |    |
| Total Credit Hours |   | 36 |

<sup>1</sup> At least 3 credit hours must be numbered 400-499.

## Concentrations (Area 2 only)

### Business

#### Concentration Requirements

|                    |   |    |
|--------------------|---|----|
| 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            | Consumer Behavior                         | 3  |
| or MKT 351         | Professional Selling and Sales Management |    |
| Total Credit Hours |   | 30 |

### Criminal Justice

#### Concentration Requirements

|                    |  |    |
|--------------------|--|----|
| 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

#### Concentration Requirements

|                              |                                      |   |
|------------------------------|--------------------------------------|---|
| 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

#### Concentration Requirements

|   |  |    |
|---|--|----|
| 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 124 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.

#### General Studies

Students must complete General Studies courses (p. 20) 42-47

#### Major Requirements

|   |   |   |
|---|---|---|
| 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. 201) 36

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 124 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.)

### General Studies

Students must complete General Studies courses (p. 20) 42-47

### Major Requirements

|   |  |   |
|---|--|---|
| 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   | Introduction to Broadcast Journalism             | 3 |
| or JOU 328                                      | Multimedia Authoring                             | 3 |
| SPA 100   | Elementary Spanish I                             | 3 |
| or GER 100                                      | Elementary German I                              |   |
| or FRE 100                                      | Elementary French I                              |   |
| or CHI 100                                      | Elementary Chinese I                             |   |
| SPA 101   | Elementary Spanish II                            | 3 |
| or GER 101                                      | Elementary German II                             |   |
| or FRE 101                                      | Elementary French II                             |   |
| or CHI 101                                      | Elementary Chinese II                            |   |
| SPA 200   | Intermediate Spanish I                           | 3 |
| or GER 200                                      | Intermediate German I                            |   |
| or FRE 200                                      | Intermediate French I                            |   |
| or CHI 200                                      | Intermediate Chinese I                           |   |
| 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    | Creative Writing: Prose             |
| or ENG 386 | Creative Writing: Poetry            |
| JOU 104    | Introduction to Digital Photography |
| JOU 224    | Web Content and Design              |
| JOU 303    | Media Law and Ethics                |
| SPA 201    | Intermediate Spanish II             |
| or GER 201 | Intermediate German II              |
| or FRE 201 | Intermediate French II              |
| or CHI 201 | Intermediate Chinese II             |

## Graduation Requirements

1. Earn a minimum of 124 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.

## 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.

### Minor Requirements

|                    |   |    |
|--------------------|---|----|
| 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            | Studies in Fiction  | 3  |
| or ENG 331         | Studies in Poetry   |    |
| ENG 385            | Creative Writing: Prose                                   | 3  |
| ENG 386            | Creative Writing: Poetry                                  | 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/or general studies requirements.
3. Earn a minor GPA of at least 2.0.

## English Studies Minor

### Minor Requirements

|   |   |    |
|---|---|----|
| 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

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.

## French Minor Requirements

### Minor Requirements

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

### Minor Requirements

|  |                                  |   |
|--|----------------------------------|---|
| GER 100                                      | Elementary German I              | 3 |
| GER 101                                      | Elementary German II             | 3 |
| GER 200                                      | Intermediate German I            | 3 |
| GER 201                                      | Intermediate German II           | 3 |
| Select nine credit hours from the following: |                                  | 9 |
| 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 |
| <hr/>              |                              |
| 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.

### Minor Requirements

|                                       |   |   |
|---------------------------------------|---|---|
| ENG 220                               | Introduction to Reading Texts             | 3 |
| ENG 341                               | Shakespeare                               | 3 |
| Select one course from the following: |   | 3 |
| ENG 320                               | Literature of Gender and Ethnicity        |   |
| ENG 321                               | Literature and Religion                   |   |
| ENG 324                               | Literature and Science                    |   |
| ENG 325                               | Literature and the World                  |   |
| 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             |   |
| ENG 352                               | Literature in English: Beginnings to 1500 | 3 |
| or 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

### Minor Requirements

|  |   |
|--|---|
| 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                                  |
| SPA 201                                      | Intermediate Spanish II                                 |
| 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  |

## 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.

### Minor Requirements

|  |  |      |
|--|--|------|
| 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                      |
| 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.

# Department of History & Geography

Dr. James M. Okapal, Chairperson

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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).

\*Alternative avenues to Teacher Education available for recruitment of historically under-served populations. Contact the Department Chairperson for guidelines and procedures.

## Majors

- History (Bachelor of Arts, B.A.) (p. 162)
- History (Bachelor of Science, B.S.) (p. 163)
- History with Teacher Certification (Bachelor of Arts, B.A.) (p. 163)
- History with Teacher Certification (Bachelor of Science, B.S.) (p. 164)
- International Studies (Bachelor of Arts, B.A.) (p. 246)

## Minors

- European History Minor (p. 164)
- General History Minor (p. 164)
- Geography Minor (p. 164)
- International Studies Minor (p. 250)
- United States History Minor (p. 165)

## Courses

On This Tab

- Geography (GEO) (p. 159)
- History (HIS) (p. 159)

## 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).

**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.

**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 250 Introduction to GIS 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.

**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 305, or departmental approval.**GEO 397 Upper Division Special Topics Credits: 1-5****Typically Offered:** (Departmental Discretion).**Course Description:****GEO 450 Independent Research/Project Credits: 1-4****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 for a maximum of 6 credits. **Prerequisite(s):** Departmental approval.**GEO 499 Upper Division Special Topics Credits: 1-6**

## 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.**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.**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.**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.**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.**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.**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 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

**General Studies**

|  |       |
|--|-------|
| Students must complete General Studies courses (p. 20) | 42-47 |
|--|-------|

**Major Requirements**

|  |   |    |
|--|---|----|
| 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<br>or HIS 340  | Recent United States History<br>Recent European History             | 3  |
| PSC 101  | American National Government  | 3  |
| SOC 110  | Introduction to Sociology   | 3  |
| GEO 100  | World Geography   | 3  |
| GEO 210<br>or GEO 320  | Geography of the United States and<br>Canada<br>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

1. Earn a minimum of 124 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, including History coursework not used within the major.
6. Earn a grade of C or higher in all foreign language coursework.
7. Earn an overall GPA of at least 2.00 and a major GPA of at least 2.0.
8. Earn 12 credit hours in one foreign language.
9. Fulfill the Missouri Constitution requirement.

## History (Bachelor of Science, B.S.) Requirements

### General Studies

Students must complete General Studies courses (p. 20) 42-47

### Major Requirements

|   |   |    |
|---|---|----|
| 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 |
| Minor <sup>2</sup>  |   | 18 |

<sup>1</sup> Excluding HIS 365 Methods of Teaching Social Studies

<sup>2</sup> A minor should be declared with the student's faculty advisor.

## Graduation Requirements

1. Earn a minimum of 124 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, including History coursework not used within 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.

## History with Teacher Certification (Bachelor of Arts, B.A.) Requirements

### General Studies

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.

### General Studies

Students must complete General Studies courses (p. 20) 42-47

### Major Requirements

|  |   |    |
|--|---|----|
| 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  |
| 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. 201) 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

1. Earn a minimum of 124 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, including History coursework not used within the major.
6. Earn a grade of C or higher in all foreign language coursework.
7. Earn an overall GPA of at least 2.75, a major GPA of 3.0 and a minimum 3.0 GPA in Education coursework.
8. Earn 12 credit hours in one foreign language.
9. 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.

### General Studies

Students must complete General Studies courses (p. 20) 42-47

### Major Requirements

|  |   |    |
|--|---|----|
| 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  |
| 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 |

### Education Professional Sequence

Students must complete the Professional Sequence (p. 201) 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

1. Earn a minimum of 124 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, including History coursework not used within the major.

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.

## European History Minor

### Minor Requirements

|  |                                    |    |
|--|------------------------------------|----|
| 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

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.

## General History Minor

### Minor Requirements

|  |                                    |    |
|--|------------------------------------|----|
| HIS 140  | American History to 1865           | 3  |
| or HIS 150   | American History since 1865        |    |
| HIS 200  | Ancient and Medieval Civilization  | 3  |
| or HIS 210   | Early Modern Civilization          |    |
| or HIS 230   | Modern Europe: 1789 to the Present |    |
| 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.

## Geography Minor Requirements

### Minor Requirements

|  |   |   |
|--|---|---|
| GEO 100                                | World Geography                           | 3 |
| GEO 160                                | Physical Geography                        | 4 |
| GEO 210                                | Geography of the United States and Canada | 3 |
| GEO 250                                | Introduction to GIS                       | 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

### Minor Requirements

|  |                             |    |
|--|-----------------------------|----|
| 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.
3. Earn a grade of C or higher in all minor coursework.
4. Earn a minor GPA of at least 2.0.



## Department of Philosophy & Religion

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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. 246)
- Philosophy (Bachelor of Arts, B.A.) (p. 168)
- Philosophy (Bachelor of Science, B.S.) (p. 169)

## Minors

- Humanities Minor (p. 170)
- International Studies Minor (p. 250)
- Peace & Conflict Studies Minor (p. 251)
- Philosophy Minor (p. 171)
- Religion Minor (p. 171)

## Courses

On This Tab

- Humanities (HUM)
- Philosophy (PHL) (p. 166)
- Religion (REL) (p. 166)

## 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.

**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.

**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.

**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.

**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 108 or equivalent.**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.**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.**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. **Prerequisite(s):** Any previous course in philosophy or religion.**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.**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.**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.**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. **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

**General Studies**

Students must complete General Studies courses (p. 20) 42-47

**Core Requirements**

|            |                             |   |
|------------|-----------------------------|---|
| PHL 219    | Reasoning and Argumentation | 3 |
| or PHL 220 | Symbolic Logic              |   |

|  |   |    |
|--|---|----|
| PHL 230  | Ethics  | 3  |
| or PHL 330   | Topics in Ethical Theory                                  |    |
| 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  | Philosophy of Religion                                    | 3  |
| or PHL 370   | Selected Topics in Comparative Philosophy                 |    |
| <b>Option Requirements</b>                           |   |    |
| Select one of the following options:                 |   | 15 |
| Major in Philosophy                                  |   |    |
| Religion Concentration                               |   |    |
| <b>Bachelor of Arts Foreign Language Requirement</b> |   |    |
| Credit hours in one foreign language                 |   | 12 |

## Major in Philosophy

|  |   |   |
|--|---|---|
| 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:  |   | 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               |   |
| 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

|  |   |   |
|--|---|---|
| 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  | Literature and Religion                     |   |
| HIS 336  | The Crusades                                |   |

|   |  |  |
|---|--|--|
| 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 124 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

#### General Studies

|  |       |
|--|-------|
| Students must complete General Studies courses (p. 20) | 42-47 |
|--|-------|

#### Core Requirements

|                                       |   |   |
|---------------------------------------|---|---|
| PHL 219                               | Reasoning and Argumentation                               | 3 |
| or PHL 220                            | Symbolic Logic  |   |
| PHL 230                               | Ethics  | 3 |
| or PHL 330                            | Topics in Ethical Theory                                  |   |
| 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                               | Philosophy of Religion                                    | 3 |
| or PHL 370                            | Selected Topics in Comparative Philosophy                 |   |

#### Option Requirements

Select one of the following options:

- Major in Philosophy
- Religion Concentration



**Second B.S. Degree**

Completion of a second B.S. degree program <sup>1</sup>

<sup>1</sup> Student must have previously declared their primary major.

**Major in Philosophy**

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: 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         |

Select two courses in Philosophy, upper-division Religion, upper-division Humaniteis, 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**

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 | Literature and Religion                              |
| HIS 336 | The Crusades   |
| 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 124 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**

**Minor Requirements**

|         |  |   |
|---------|--|---|
| 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  | Ancient Through Medieval Art  |
| ART 255  | Renaissance Through Modern Art  |
| 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).
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.

## Philosophy Minor Requirements

### Minor Requirements

|  |   |    |
|--|---|----|
| PHL 219  | Reasoning and Argumentation                               | 3  |
| or PHL 220   | Symbolic Logic  |    |
| PHL 230  | Ethics  | 3  |
| or PHL 330   | Topics in Ethical Theory                                  |    |
| 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

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.

## Religion Minor Requirements

### Minor Requirements

|                                |   |   |
|--------------------------------|---|---|
| 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            | Literature and Religion                                 |    |
| HIS 336            | The Crusades  |    |
| 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<br>Spiritual Experience |    |
| SOC 200            | Introduction to Archaeology                             |    |
| SOC 325            | World of Islam: People, Cultures &<br>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

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 Psychology

Dr. Brian Cronk, Chairperson  
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[www.missouriwestern.edu/Psychology](http://www.missouriwestern.edu/Psychology) (<http://www.missouriwestern.edu/Psychology>)

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 groups. 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 1 or prior to February 1. 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. 176)

## Minors

- Childhood Studies Minor (p. 249)
- Gender and Power Studies Minor (p. 250)
- Psychology Minor (p. 176)

## Courses

### Psychology (PSY)

**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.

**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.



**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 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):** PSY 101, PSY 200, PSY 300, PSY 301 all with grades of C or higher and demonstrated proficiency in the basics of APA format and SPSS.**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

### General Studies

Students must complete General Studies courses (p. 20) 42-47

### Major Requirements

|            |                                       |   |
|------------|---------------------------------------|---|
| 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 430    | History and Systems in Psychology     | 3 |
| PSY 490    | Senior Seminar                        | 3 |

### Restricted Elective Core Requirements

Select at least one from each of the following groupings: 18

#### Interpersonal/Intercultural Core:

|         |                             |
|---------|-----------------------------|
| PSY 222 | Psychology of Gender        |
| PSY 230 | Psychology of Communication |
| PSY 260 | Cross-Cultural Psychology   |

#### Learning/Cognition Core:

|         |                      |
|---------|----------------------|
| PSY 335 | Learning and Memory  |
| PSY 340 | Cognitive Psychology |

#### Biological/Comparative Core:

|         |                              |
|---------|------------------------------|
| PSY 350 | Introduction to Neuroscience |
| PSY 355 | Sensation and Perception     |

#### Social Core:

|         |                                      |
|---------|--------------------------------------|
| PSY 310 | Industrial/Organizational Psychology |
| PSY 365 | Social Psychology                    |

#### Developmental/Lifespan Core:

|         |                             |
|---------|-----------------------------|
| PSY 319 | Child/Adolescent Psychology |
| PSY 321 | Adult Psychology            |

#### Adaptive Behavior Core:

|         |  |
|---------|--|
| PSY 309 | Abnormal Psychology                                  |
| PSY 325 | Psychology of Personality                            |
| PSY 400 | Introduction to Psychological Testing and Assessment |

### Psychology Electives

Select six credit hours of Psychology electives <sup>1</sup> 6

<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.S. Psychology with Organizational Leadership Concentration

This program 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 program does not provide technical training

in personnel management, but rather a liberal arts background and preparation for on-the-job training.

### General Studies

Students must complete General Studies courses (p. 20) 42-47

### Major Requirements

|            |                                       |   |
|------------|---------------------------------------|---|
| 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 |

#### Organizational Leadership Requirements:

|         |                                      |   |
|---------|--------------------------------------|---|
| 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 |

#### Cognate Field:

|         |                                   |   |
|---------|-----------------------------------|---|
| GBA 211 | Business Law I                    | 3 |
| ACC 201 | Introductory Financial Accounting | 3 |
| ECO 260 | Principles of Macroeconomics      | 3 |
| MGT 350 | Organizational Behavior           | 3 |
| MKT 301 | Principles of Marketing           | 3 |
| COM 210 | Presentational Communication      | 3 |
| COM 324 | Small Group Communication         | 3 |

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 124 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

### Minor Requirements

|  |                         |   |
|--|-------------------------|---|
| 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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[www.missouriwestern.edu/profstudies](http://www.missouriwestern.edu/profstudies))

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 degrees with majors in Manufacturing, Engineering, Technology, and 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-engineering, pre-physical therapy, pre-health, and pre-architecture 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:

- Architecture (Engineering Technology Department)
- Engineering (Engineering Technology Department)
- 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 section.

## Departments

- Criminal Justice, Legal Studies and Social Work (p. 179)
- Education (p. 192)
- Engineering Technology (p. 203)
- Health, Physical Education and Recreation (p. 217)
- Military Science (p. 230)

## School

- Nursing and Health Professions (p. 233)

## Department of Criminal Justice, Legal Studies & Social Work

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[www.missouriwestern.edu/CJ\\_LS](http://www.missouriwestern.edu/CJ_LS) (<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 who want to major in criminal justice should declare their interest to the Department of Criminal Justice, Legal Studies and Social Work, so that they may be assigned an advisor within the department. Applications for the B.S. degree in Criminal Justice will be reviewed upon submission to their advisor. The faculty advisor will review the student's eligibility to file a B.S. degree in Criminal Justice with their chosen concentration. A student must either have an ACT composite score of 18 or higher OR have completed an A.A. degree or an A.S./A.A. degree prior to admission into the B.S. program for Criminal Justice. A student must also have earned an overall grade point average of 2.0 or

higher to be admitted and allowed to file a major declaration form for the B.S. program.

Students with an ACT composite score below 18 who have not completed an A.A. or A.S. degree may seek admission upon demonstration of their likelihood of success in a B.S. degree. These students must have an overall grade point average of 2.0 or higher. In addition, students must have successfully completed at least five classes in the intended criminal justice major, with at least a 2.50 GPA composite in the five courses. Approval of the department chair is required.

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 REL 250 Religions of East Asia and Oceania, REL 251 Religions of the West or REL 252 Religions of South Asia and Africa.
- 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.
- 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. 186)
- Criminal Justice (Associate of Science, A.S.) (p. 189)
- Legal Assistant (Associate of Science, A.S.) (p. 190)
- Social Work (Bachelor of Social Work, B.S.W.) (p. 189)

## Certificate

- Legal Assistant Certificate (p. 190)

## Minors

- Childhood Studies Minor (p. 249)
- Criminal Justice Minor (p. 191)
- Gender and Power Studies Minor (p. 250)
- Legal Studies Minor (p. 191)
- Peace & Conflict Studies Minor (p. 251)

## Courses

On This Tab

- Criminal Justice (LAW) (p. 181)
- Legal Assistant (LAT) (p. 181)
- Policing (POL) (p. 181)
- Social Work (SWK) (p. 181)

## Criminal Justice (LAW)

**LAW 100 Introduction to Criminal Justice Credits: 3**

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

**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, Summer.

**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 Modern Police Procedures 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, Summer.

**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 Penology and Corrections Credits: 3**

**Typically Offered:** Fall, Spring.

**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, Summer.

**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:** Fall, 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: 2**

**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: 5****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 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:** Fall, 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, Summer.

**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, Summer.

**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, Spring.

**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:** Fall, 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, Spring.

**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:** Examines non-litigation forms of resolving legal disputes. Emphasis will be placed on Negotiation, Mediation and Arbitration.**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. **Prerequisite(s):** ENG 104 and either PSY 101 or SOC 110, or departmental approval.

**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 Abuse and Dependence 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

**General Studies**

|  |       |
|--|-------|
| Students must complete General Studies courses (p. 20) | 42-47 |
|--|-------|

**Core Requirements**

|  |  |   |
|--|--|---|
| 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: | 29-31 |
|---|-------|

Administration

Corrections

Juvenile Justice

Law Enforcement

Legal Studies

**Concentrations:**

Administration (p. 186)

Corrections (p. 187)

Juvenile Justice (p. 187)

Law Enforcement (p. 187)

Legal Studies (p. 188)

## Administration Concentration

**Concentration Requirements**

|  |                                      |    |
|--|--------------------------------------|----|
| LAT 420  | Civil Rights Law                     | 3  |
| LAW 280  | Criminalistics                       | 5  |
| 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 |

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| LAT 340 | Study Away in Criminal Justice & Legal Studies |
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| LAT 365 | Selected Topics in Peace & Conflict Studies |
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| LAT 370 | Domestic Relations |
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| LAT 430 | Conflict Management |
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| LAT 492 | Selected Legal Topics |
|---------|-----------------------|

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|---------|--------------------------|
| LAW 200 | Penology and Corrections |
|---------|--------------------------|

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| LAW 270 | Probation and Parole |
|---------|----------------------|

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| LAW 320 | Criminal Evidence |
|---------|-------------------|

|         |             |
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| LAW 365 | Practicum I |
|---------|-------------|

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| LAW 392 | Selected Criminal Justice Topics |
|---------|----------------------------------|

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| LAW 440 | Juvenile Law and Procedures |
|---------|-----------------------------|

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| LAW 450 | Independent Research/Project |
|---------|------------------------------|

|         |            |
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| LAW 465 | Internship |
|---------|------------|

|         |                |
|---------|----------------|
| LAW 470 | Senior Seminar |
|---------|----------------|

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| LAW 492 | Advanced Selected Criminal Justice Topics |
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| Select any LAW course numbered 500-599 |  |
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|         |                                |
|---------|--------------------------------|
| 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 Abuse and Dependence |    |
| SWK 365            | Death And Dying                |    |
| Total Credit Hours |                                | 29 |

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

### Concentration Requirements

|  |  |    |
|--|--|----|
| LAT 420  | Civil Rights Law                               | 3  |
| LAW 200  | Penology and 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 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 Abuse and Dependence                 |    |

|                    |                 |    |
|--------------------|-----------------|----|
| SWK 365            | Death And Dying |    |
| Total Credit Hours |                 | 30 |

## Juvenile Justice Concentration

### Concentration Requirements

|  |  |    |
|--|--|----|
| LAT 370  | Domestic Relations                             | 3  |
| LAW 200  | Penology and 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 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 Abuse and Dependence                 |    |
| SWK 365  | Death And Dying                                |    |
| Total Credit Hours   |  | 30 |

## Law Enforcement Concentration

### Concentration Requirements

|         |  |   |
|---------|--|---|
| LAW 130 | Modern Police Procedures                   | 3 |
| LAW 140 | Traffic Control and Accident Investigation | 3 |
| LAW 275 | Police Photography                         | 2 |
| LAW 280 | Criminalistics                             | 5 |
| 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:

|  |  |    |
|--|--|----|
| LAT 340                                | Study Away in Criminal Justice & Legal Studies | 12 |
| 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                                | Penology and Corrections                       |    |
| LAW 270                                | Probation and Parole                           |    |
| LAW 315                                | Criminal Justice Concepts and Issues           |    |
| LAW 320                                | Criminal Evidence                              |    |
| 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 Abuse and Dependence                 |    |
| SWK 365                                | Death And Dying                                |    |

Total Credit Hours 31

## Legal Studies Concentration

### Concentration Requirements

|         |                             |   |
|---------|-----------------------------|---|
| 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 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 Abuse and Dependence              |
| 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 124 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 2 courses with a grade of D permitted in major and concentration 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.

# Social Work (Bachelor of Social Work, B.S.W.)

## Requirements

### General Studies

Students must complete General Studies courses (p. 20) 42-47

### Major Requirements

|         |  |    |
|---------|--|----|
| 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  |

### Applied Learning Research Requirement

Select one of the Applied Learning Research Requirement Options 9

### Restricted Electives

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 Abuse and Dependence |  |
| SWK 365 | Death And Dying                |  |
| SWK 425 | Bridge to Practicum            |  |
| SWK 450 | Independent Research/Project   |  |
| SOC 230 | Social Problems                |  |
| SOC 400 | Racial and Ethnic Relations    |  |

## Applied Learning Research Requirement

### Option 1

Select one of the following: 3

|            |  |   |
|------------|--|---|
| GBA 210    | Business Statistics I                              |   |
| MAT 132    | Elementary Statistics                              |   |
| NUR 314    | Quantitative Analysis for Health Care Research     |   |
| PSY 300    | Introductory Psychological Statistics <sup>1</sup> |   |
| 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

|                    |  |   |
|--------------------|--|---|
| 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

1. Earn a minimum of 124 credit hours (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 SWK prefix coursework in the major.
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.

# Criminal Justice (Associate of Science, A.S.)

## Requirements

### General Studies

Students must complete General Studies courses (p. 22) 15

### Major Requirements

|         |  |   |
|---------|--|---|
| 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                             | 5 |
| 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 | Modern Police Procedures                   |
| LAW 140 | Traffic Control and Accident Investigation |
| LAW 200 | Penology and 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 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 Abuse and Dependence             |
| 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.

#### General Studies

Students must complete General Studies courses (p. 22) 15

#### Major Requirements

|            |                              |   |
|------------|------------------------------|---|
| 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 |
| PSC 101    | American National Government | 3 |

#### Restricted Legal Studies Electives

|  |  |    |
|--|--|----|
| 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 Abuse and Dependence                 |    |
| 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

#### Core Requirements

|         |                     |   |
|---------|---------------------|---|
| 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                  |   |

**Restricted Electives**

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 Abuse and Dependence                 |
| 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 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>).

## Criminal Justice Minor Requirements

**Minor Requirements**

|                              |                                   |   |
|------------------------------|-----------------------------------|---|
| LAW 100                      | Introduction to Criminal Justice  | 3 |
| Select one of the following: |                                   | 3 |
| LAW 110                      | Introduction to Juvenile Justice  |   |
| LAW 130                      | Modern Police Procedures          |   |
| LAW 200                      | Penology and 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

**Minor Requirements**

|  |                             |    |
|--|-----------------------------|----|
| 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  
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(816) 271-4366

[www.missouriwestern.edu/Education](http://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. Please see the Graduate website for further information.

### Admission Requirements

Admission to teacher education is dependent upon Application for Admission made in the Education Department and meeting the criteria listed below. Until official acceptance, students may apply to be pre-

majors in Elementary Education, Early Childhood Education or in their secondary discipline.

Admission criteria are:

1. ACT composite score on file;
2. Successful completion of the Missouri General Education Assessment (MoGEA);
3. Completion of Missouri Educator Profile (MEP);
4. Overall GPA of 2.75;
5. Education course GPA of 3.0;
6. Content area GPA of 3.0;
7. Satisfactory completion of EDU 202 Introduction to Education/EDU 203 Participation in Teaching I.

### 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.

## Majors

- Early Childhood Education (Bachelor of Science in Education, B.S.E.) (p. 198)
- Early Childhood Education without Certification Option (Bachelor of Science in Education, B.S.E.) (p. 199)
- Elementary Education (Bachelor of Science in Education, B.S.E.) (p. 199)
- Elementary Education without Certification Option (Bachelor of Science in Education, B.S.E.) (p. 201)

## Certification

- Secondary Education (p. 201)

## Minors

- Childhood Studies Minor (p. 249)
- Gender and Power Studies Minor (p. 250)

## Courses

On This Tab

- Education (EDU) (p. 193)
- Teaching Second Language (TSL) (p. 193)

## Education (EDU)

**EDU 101 Speed Reading Credits: 2**

**Typically Offered:** Fall, Spring.

**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 140 Child Development Credits: 8**

**Typically Offered:** Spring.

**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 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. Students in this course are required to take the Missouri Educator Profile (MEP). To be taken concurrently with EDU 203. **Prerequisite(s):** 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 the principles of growth and development, learning theories, readiness and maturity, individual differences and emotional learning. **Prerequisite(s):** PSY 140 and credit or concurrent enrollment in 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):** Admission to the Teacher Education Program, EDU 203, EDU 310, EDU 320, EDU 330, EDU 340, EDU 351, EDU 360, and MAT 352 OR admission to Secondary and K-12 Teacher Education Program and EDU 203.**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 students. To be taken concurrently with EDU 303. **Prerequisite(s):** Declared Education major and EDU 225.**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. **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 strategies to middle and high school students. **Prerequisite(s):** Admission to the Education Department, and either both ENG 104 and ENG 108, or ENG 112. Elementary teacher 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):** ENG 108 or ENG 112.**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:** Fall, Spring.

**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 or EDU 357 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 112 or MAT 116 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:** Fall.

**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:** Fall.

**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):** 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):** PSY 101 and EDU 315.

**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. **Prerequisite(s):** EDU 300, EDU 310, and EDU 360.

**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 300, EDU 310, EDU 315, EDU 333, EDU 348, EDU 351, EDU 370, and PED 392.

**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 391. **Prerequisite(s):** EDU 300, EDU 348, EDU 351, EDU 360, and concurrent enrollment in 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 strategies, including classroom and laboratory experiences; considers interpersonal relations as applied to teaching. To be taken concurrently with EDU 409. **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. To be taken concurrently with EDU 403. **Prerequisite(s):** EDU 203, EDU 303, EDU 304, and MAT 353. 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:** Full-time, off-campus teaching experiences working with students in an area secondary school and a mentor teacher. 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:** Summer.

**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. To be taken concurrently with EDU 425.

**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 placement mentored by a certified cooperating teacher. **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

### General Studies

Students must complete General Studies courses (p. 20) 42-47

### Major Requirements

|         |  |   |
|---------|--|---|
| 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 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 |
| EDU 316 | Organizing, Developing, and Managing Environments for Young Children                                 | 3 |
| PED 380 | Rhythms and Creative Movement for Elementary School  | 3 |
| PED 392 | Child Growth and Motor Dev   | 3 |
| PSY 140 | Psychological Development of Children and Adolescents for Educators                                  | 3 |
| SWK 325 | Family and Child Welfare   | 3 |

## 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 124 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 from the following categories:

Category A: Any course(s) from the Childhood Studies minor.

Category B: Any course(s) selected from the Early Childhood restricted electives.

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 124 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

### General Studies

Students must complete General Studies courses (p. 20) 42-47

### Major Requirements

|         |   |   |
|---------|---|---|
| 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.

## 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)

**Concentration Requirements**

|         |  |   |
|---------|--|---|
| EDU 303 | Experience in Teaching II <sup>1</sup> | 2 |
| EDU 310 | Introduction to Reading <sup>1</sup>   | 3 |

|         |  |   |
|---------|--|---|
| EDU 315 | Psychology and Education of the Exceptional Child <sup>1</sup>                 | 3 |
| 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 360 | Assessing and Individualizing Reading <sup>1</sup>                             | 3 |
| EDU 370 | Behavior Management <sup>1</sup>   | 2 |
| EDU 375 | Teaching Reading in the Elementary School <sup>1</sup>                         | 3 |
| 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 |
| MAT 352 | Mathematics for Elementary and Middle School Teachers <sup>1</sup>             | 3 |

<sup>1</sup> Elementary Education Degree Requirement

### Early Childhood-Special Education (birth to grade 3)

**Concentration Requirements**

|         |   |   |
|---------|---|---|
| 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 |

### Early Childhood Education (birth to grade 3)

**Concentration Requirements**

|         |   |   |
|---------|---|---|
| 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)

**Concentration Requirements**

|         |   |   |
|---------|---|---|
| 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)

### General Requirements

A valid Missouri permanent professional certificate or license to teach

### Concentration Requirements

|            |  |   |
|------------|--|---|
| 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           |   |
| 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 |

## General Concentration

Any six university credits not already taken as General Studies or in the Elementary major 6

Any six Education Department credits not already required for the Elementary major 6

## Graduation Requirements

1. Earn a minimum of 124 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 and concentration 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.

## 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

1. Earn a minimum of 124 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

|                    |   |    |
|--------------------|---|----|
| 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 Engineering Technology

Dr. Jinwen Zhu, Chairperson

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The Department of Engineering Technology offers four-year degree programs in Engineering Technology with majors in Construction, Electronics, Electronics and Computer, and Manufacturing Engineering Technology as well as its two options: Bio-Manufacturing and Design & Technical Graphics. In addition, the Department offers a two-year (AAS) degree in Manufacturing Engineering Technology with three options: 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. 210)
- Electronics Engineering Technology (Bachelor of Science, B.S.) (p. 211)
- Electronics and Computer Engineering Technology (Bachelor of Science, B.S.) (p. 211)
- Manufacturing Engineering Technology (Bachelor of Science, B.S.) (p. 212)
- Manufacturing Engineering Technology, Bio-Manufacturing Option (Bachelor of Science, B.S.) (p. 213)
- Manufacturing Engineering Technology, Design & Technical Graphics Option (Bachelor of Science, B.S.) (p. 214)
- Manufacturing Engineering Technology (Associate of Applied Science, A.A.S.) (p. 215)

## Minors

- Computer Technology Minor (p. 215)
- Construction Management Minor (p. 216)
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## Courses

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- Electronics and Computer Engineering Technology (ECT) (p. 203)
- Electronics Engineering Technology (EET) (p. 203)
- Engineering Technology (EGT) (p. 203)
- Manufacturing Engineering Technology (MET) (p. 203)

## 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 both EGT 205 and MAT 127.**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 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 construction manager concept. Roles of the contractor, superintendent, designer, owner and inspector. Project administration, project financing, costs and accounting, labor relations, bonding and insurance, OSHA safety, and professional ethics. **Prerequisite(s):** EGT 220 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 454 Construction Estimating Credits: 4****Typically Offered:** Fall.

**Course Description:** Introduction to conceptual estimating and detailed estimating in construction projects. Quantity take-off, cost estimating of material, labor, equipment, overhead, and profit. Bidding practices are also discussed. Traditional and computerized estimating techniques. Class assignments or projects will require integration, knowledge from preceding courses and application of problem-solving skills acquired throughout the entire curriculum. Three hours lecture, three hours lab. **Prerequisite(s):** CET 254.

**CET 456 Construction Contracts Administration Credits: 3****Typically Offered:** Departmental Discretion.

**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 454.

**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 454 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, clamping 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.)

### Overview

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

#### General Studies

|  |       |
|--|-------|
| Students must complete General Studies courses (p. 20) | 42-47 |
|--|-------|

#### Major Requirements

|         |   |   |
|---------|---|---|
| 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 358 | Structural Steel and Wood Design          | 3 |
| CET 360 | Construction Management                   | 3 |
| CET 408 | Design of Concrete and Masonry Structures | 3 |
| CET 454 | Construction Estimating                   | 4 |
| CET 458 | Soil Mechanics and Foundations            | 3 |
| CET 480 | Construction Planning and Scheduling      | 3 |
| CHE 101 | Introductory Chemistry                    | 4 |
| EGT 202 | Surveying I                               | 3 |
| EGT 205 | Computer-Aided Drafting I                 | 3 |
| EGT 260 | Statics                                   | 3 |
| EGT 350 | Technical Report Writing                  | 3 |
| EGT 356 | Fluids and Hydraulics                     | 3 |
| EGT 370 | Financial Aspects of Engineering Projects | 2 |
| 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 124 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.

- 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 CET, ECT, EET, 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.

## Electronics Engineering Technology (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 companies and electronics instrumentation companies, telephone 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 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). See Appendix D for contact information.

### 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

### General Studies

Students must complete General Studies courses (p. 20) 42-47

### Major Requirements

|         |                                       |   |
|---------|---------------------------------------|---|
| CHE 101 | Introductory Chemistry                | 4 |
| CSC 184 | Computing Concepts I                  | 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 342 | Analog Communications Systems                   | 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 |
| EET 482 | Integrated System Project                       | 3 |
| EGT 102 | Programming for Engineering Technology          | 3 |
| EGT 103 | Electronics Engineering Technology Fundamentals | 1 |
| EGT 205 | Computer-Aided Drafting I                       | 3 |
| EGT 350 | Technical Report Writing                        | 3 |
| EGT 490 | Engineering Technology Internship               | 1 |
| MAT 116 | College Algebra                                 | 3 |
| MAT 119 | Trigonometry                                    | 2 |
| MAT 147 | Applied Calculus                                | 5 |
| PHY 110 | College Physics I                               | 4 |
| PHY 111 | College Physics II                              | 4 |

NOTE: Not open for dual-majoring with Electronics & Computer Engineering Technology.

## Graduation Requirements

- Earn a minimum of 124 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 CET, ECT, EET, 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.

## Electronics and Computer Engineering Technology (Bachelor of Science, B.S.)

### Overview

The B.S. degree in Electronics and Computer Engineering Technology focuses on studies which integrate computer software and computer hardware technology subject matter.

The B.S. in Electronics and Computer Engineering Technology degree will provide the student with an understanding of microcomputer hardware design, troubleshooting, upgrading, and maintenance as well as a moderate level of computer software programming experience. The student will also be trained in programmable logic controller functioning as well as utilization of hardware and software knowledge to enter



into the field of human/machine interface work. The B.S. degree study program enables the student to obtain work in the programmable controls area of the industrial sector of the economy.

### Program Educational Objectives (BS ECET):

1. Possess the general knowledge of electronics and computer industry such as concepts, terminologies, basic and standard problem-solving techniques.
2. Demonstrate the ability to analyze, program, and implement electronic systems in one or more of the areas related to control systems, communications systems, or computer 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

### General Studies

Students must complete General Studies courses (p. 20) 42-47

### Major Requirements

|         |   |   |
|---------|---|---|
| CHE 101 | Introductory Chemistry                                  | 4 |
| 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 |
| 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 390 | Technological Projects                                  | 3 |
| EET 402 | Microcomputer Systems                                   | 4 |
| EET 422 | Electrical Power Technology                             | 3 |
| EET 452 | Automation and Process Control Technology               | 4 |
| EGT 102 | Programming for Engineering Technology                  | 3 |
| EGT 205 | Computer-Aided Drafting I                               | 3 |
| EGT 350 | Technical Report Writing                                | 3 |
| EGT 370 | Financial Aspects of Engineering Projects               | 2 |
| MAT 116 | College Algebra   | 3 |
| MAT 119 | Trigonometry  | 2 |
| MAT 147 | Applied Calculus  | 5 |
| PHY 110 | College Physics I                                       | 4 |

NOTE: Not open for dual-majoring with Electronics Engineering Technology.

## Graduation Requirements

1. Earn a minimum of 124 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, ECT, EET, 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 (Bachelor of Science, B.S.)

### Overview

### Manufacturing Engineering Technology

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)

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.

## Requirements

### General Studies

Students must complete General Studies courses (p. 20) 42-47

### Major Requirements

|         |  |   |
|---------|--|---|
| CHE 101 | Introductory Chemistry                       | 4 |
| 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 |
| MAT 116 | College Algebra                              | 3 |
| MAT 119 | Trigonometry                                 | 2 |
| MAT 147 | Applied Calculus                             | 5 |
| 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 |
| PHY 110 | College Physics I                            | 4 |

## Graduation Requirements

1. Earn a minimum of 124 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, ECT, EET, 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, Bio-Manufacturing Option (Bachelor of Science, B.S.)

### Overview

### Manufacturing Engineering Technology

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)

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 basic knowledge in organic chemistry, cell biology and microbiology
9. Familiarize with GMP, as well as governmental regulations related with bio-production.

## Requirements

### General Studies

|  |       |
|--|-------|
| Students must complete General Studies courses (p. 20) | 42-47 |
|--|-------|

### Major Requirements

|         |  |   |
|---------|--|---|
| 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 |
| MAT 116 | College Algebra                                | 3 |
| MAT 119 | Trigonometry                                   | 2 |
| 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 |
| PHY 110 | College Physics I                            | 4 |

## Graduation Requirements

1. Earn a minimum of 124 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, ECT, EET, 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

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

### General Studies

|  |       |
|--|-------|
| Students must complete General Studies courses (p. 20) | 42-47 |
|--|-------|

### Major Requirements

|         |   |   |
|---------|---|---|
| ART 100 | Introduction to Art                       | 3 |
| ART 110 | Beginning Drawing I                       | 3 |
| ART 120 | Two-Dimensional Design                    | 3 |
| 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 |
| MAT 116 | College Algebra                           | 3 |
| MAT 119 | Trigonometry                              | 2 |
| MAT 147 | Applied Calculus                          | 5 |
| MET 111 | Manufacturing Processes                   | 2 |
| MET 260 | Mechanics of Materials                    | 4 |
| MET 315 | Mechanical Systems                        | 3 |
| PHY 110 | College Physics I                         | 4 |

## Graduation Requirements

1. Earn a minimum of 124 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.

- 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 CET, ECT, EET, 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.

## Manufacturing Engineering Technology (Associate of Applied Science, A.A.S.)

### Requirements

#### General Studies

Students must complete General Studies courses (p. 22) 15

#### Core Requirements

|         |                                       |   |
|---------|---------------------------------------|---|
| 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 |

#### Concentration

Select one of the following concentrations: 14-19

General

Instrumentation and Automation

Precision Machining

Concentrations:

General (p. 215)

Instrumentation and Automation (p. 215)

Precision Machining (p. 215)

### General Concentration

#### Concentration Requirements

|                    |  |    |
|--------------------|--|----|
| 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.

#### Concentration Requirements

|                    |  |    |
|--------------------|--|----|
| 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.

#### Concentration Requirements

|                    |                         |    |
|--------------------|-------------------------|----|
| 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

- 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 CET, ECT, EET, EGT, and MET prefix major coursework.
- Earn an overall GPA of at least 2.00 and a major GPA of at least 2.0.
- Fulfill the Missouri Constitution requirement.

## Computer Technology Minor Requirements

#### Minor Requirements

|                    |   |    |
|--------------------|---|----|
| 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

- 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 Requirements

### Minor Requirements

|                    |                                      |    |
|--------------------|--------------------------------------|----|
| EGT 205            | Computer-Aided Drafting I            | 3  |
| CET 105            | Construction Materials               | 3  |
| CET 254            | Construction Methods and Equipment   | 4  |
| CET 256            | Bituminous, Concrete and Soils       | 3  |
| CET 360            | Construction Management              | 3  |
| CET 454            | Construction Estimating              | 4  |
| CET 480            | Construction Planning and Scheduling | 3  |
| EGT 490            | Engineering Technology Internship    | 2  |
| 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 Requirements

Manufacturing is the foundation of our economy. A minor in manufacturing technology could be especially helpful for placement of students majoring in business, economics, computer science, physics, chemistry, art, and biology.

### Minor Requirements

|  |  |    |
|--|--|----|
| Select eighteen 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.

## 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. 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. Repeating 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/about-us/articulation-agreements/>.

## 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.

## Admission Requirements

Students desiring to pursue the Health and Exercise Science concentration of the Physical Education major should apply to the HPER Department.

Recreation & Sport Management major's application process is dependent upon successful progress toward degree, completion of Category One of General Studies with C or higher in all courses, an ACT score of 18 or the equivalent, and a minimum of 2.2 GPA. Once the student has met the requirements, the major declaration form will be processed and they may enroll in the appropriate courses.

## 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. 225)
- Recreation Sport Management (Bachelor of Science, B.S.) (p. 227)

## Certification

- Certification in Health Education (p. 229)

## Minors

- Athletic Coaching Minor (p. 228)
- Childhood Studies Minor (p. 249)
- Gender and Power Studies Minor (p. 250)
- Recreation Sport Management Minor (p. 228)
- Wellness Minor (p. 229)

## Courses

On This Tab

- Physical Education (PED) (p. 217)
- Recreation Sport Management (RSM) (p. 217)

## 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 football, men's basketball, women's volleyball, women's golf, or women's basketball teams only. May be repeated for up to four credit hours. 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 golf, 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 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. Certification concentrations are: 1) First Aid: Responding to Emergencies which is valid for three years, 2) Adult/Child/Infant CPR which is valid for one year, and 3) AED Essentials which is valid for one year.

**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. Certification options are: 1) Sport Safety Training which is valid for three years, 2) Adult and Child CPR which is valid for one year, and 3) AED Essentials which is valid for one year.

**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:** Fall (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:** Spring (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:** Fall.**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 dance movements to develop aerobic power, proper technique, contraindicated exercises, and periodized programming for maximal development of aerobic power. One hour lecture, two hours lab. 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.**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:** Fall, Spring.**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 374 Psychology Of Sport Credits: 2****Typically Offered:** Fall, Spring.**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, Spring.**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 Dev 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 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.

**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 better in PED 303, PED 304, PED 317, PED 327 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. **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 and consent of department chairperson and offered only to HPER majors.

**PED 481 Children's Lifetime Sports Academy Practicum Credits: 2**

**Typically Offered:** Summer.

**Course Description:** Practical teaching experience of children aged eight to twelve in lifetime sports and adventure activities. Can be repeated for credit. Students cannot repeat the same sports camp 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 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: Field Experience I Credits: 2****Typically Offered:** Fall, Spring.**Course Description:** Practical, exploratory view of three recreation 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 Administration Credits: 3****Typically Offered:** Fall, 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 Credits: 3****Typically Offered:** Fall, Spring.**Course Description:** Basic principles and practices in planning recreation programs in a variety of settings. **Prerequisite(s):** A grade of C or higher in RSM 220.**RSM 325 Recreation Law for the Practitioner Credits: 2****Typically Offered:** Fall, Spring.**Course Description:** This course is designed to assist individuals in developing a "safety conscious" attitude toward leisure programming and to learn procedures that will aid them in risk management -- planning to reduce the incidence of injuries/lawsuits.**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: Field Experience II Credits: 3****Typically Offered:** Fall, Spring, Summer.**Course Description:** Supervised leadership assignment in a leisure 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 Resorts, Parks, Recreation Areas and Facilities 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 parks and recreation services, resources, areas and facilities. Understanding the ability to promote, advocate, interpret, and articulate the concerns of parks and recreation service systems for all populations and services.**RSM 343 Promotion of Sport and Recreation Agencies Credits: 3****Typically Offered:** Fall, 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 Adventure Travel and Tourism Development Credits: 3****Typically Offered:** Fall.**Course Description:** Understanding the role of adventure travel and tourism and the economic importance it plays in American Society. Implication for adventure travel and tourism programming and entrepreneurship. Course emphasis will be placed on the development of economics through adventure travel tourism development for the preservation of natural and cultural resources.**RSM 360 Commercial Recreation Credits: 3****Typically Offered:** Fall.**Course Description:** Basic steps of initiating and conducting a commercial recreation enterprise; designed to offer students practical experience in starting a business. Two hours lecture, two hours lab.**RSM 365 Introduction to Special Populations Credits: 3****Typically Offered:** Departmental Discretion.**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 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 Leisure 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 430 Recreation: Field Experience III Credits: 9****Typically Offered:** Fall, Spring, Summer.**Course Description:** Full-time internship with a leisure agency to develop and utilize skills learned in the classroom. **Prerequisite(s):** Completed major-minor declaration in recreation sport management; must be senior standing; complete 31 hour core with C or higher in all core courses; fulfilled the application requirements with the department for the course to be submitted the semester prior to enrolling; and earned a minimum 2.5 GPA in the major.**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 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

**General Studies**

Students must complete General Studies courses (p. 20) 42-47

**Core Requirements**

|            |                                      |   |
|------------|--------------------------------------|---|
| 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 |

**Concentration**

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

**Concentration Requirements**

|            |  |   |
|------------|--|---|
| PED 317    | Principles of Strength Training and Conditioning | 3 |
| PED 327    | Exercise Prescription for Special Populations    | 3 |
| PED 374    | Psychology Of Sport                              | 2 |
| PED 400    | Advanced Cardiovascular Exercise Physiology      | 3 |
| 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

|         |  |  |
|---------|--|--|
| 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                             |  |
| CHE 111 | General Chemistry I                            |  |
| CHE 120 | General Chemistry II with Qualitative Analysis |  |
| MAT 132 | Elementary Statistics                          |  |
| ALH 106 | Medical Terminology                            |  |

Total Credit Hours 37

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

|   |   |    |
|---|---|----|
| PED 317   | Principles of Strength Training and Conditioning                                | 3  |
| PED 327   | Exercise Prescription for Special Populations                                   | 3  |
| PED 374   | 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<br>Children's Lifetime Sports Academy Practicum | 2  |
| RSM 325   | Recreation Law for the Practitioner   | 2  |
| Select a minimum of nine credit hours from the following: |   | 9  |
| PED 318   | Principles of Aerobic Training  |    |
| PED 400   | Advanced Cardiovascular Exercise Physiology                                     |    |
| RSM 343   | Promotion of Sport and Recreation Agencies                                      |    |
| RSM 360   | Commercial Recreation   |    |
| ALH 106   | Medical Terminology   |    |
| ACC 201   | Introductory Financial Accounting   |    |
| FIN 210   | Personal Finance  |    |
| MGT 350   | Organizational Behavior   |    |
| MKT 301   | Principles of Marketing   |    |
| MKT 351   | Professional Selling and Sales Management                                       |    |
| Total Credit Hours  |   | 39 |

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.

### Concentration Requirements

|         |  |   |
|---------|--|---|
| 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 Dev                   | 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 124 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.

### Concentration Requirements

|         |  |   |
|---------|--|---|
| 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 Dev   | 3 |
| PED 420 | Senior Seminar in Physical Education                                     | 1 |
| PED 481 | Children's Lifetime Sports Academy Practicum                             | 2 |

### Education Professional Sequence

|   |    |
|---|----|
| Students must complete the Professional Sequence (p. 201) | 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 124 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.

#### General Studies

Students must complete General Studies courses (p. 20) 42-47

#### Core Requirements

|                       |   |   |
|-----------------------|---|---|
| RSM 220               | Introduction to Recreation                                    | 3 |
| RSM 230               | Recreation: Field Experience I                                | 2 |
| RSM 300               | Philosophy and Leadership in Recreation Administration        | 3 |
| RSM 323               | Program Planning in Recreation                                | 3 |
| RSM 325               | Recreation Law for the Practitioner                           | 2 |
| RSM 330               | Recreation: Field Experience II                               | 3 |
| RSM 420               | Seminar in Recreation   | 1 |
| RSM 424               | Organization and Administration of Leisure Agencies           | 3 |
| RSM 430               | Recreation: Field Experience III                              | 9 |
| PED 305<br>or PED 306 | First Aid: Responding to Emergencies<br>Sport Safety Training | 3 |

#### Concentration

Select one of the following concentrations: 30

Recreation Management  
Sport Management

## Recreation Management Concentration

#### Concentration Requirements

Select thirty credit hours from the following: 30

|   |   |    |
|---|---|----|
| CSC 201   | Microcomputer Applications                        |    |
| LAT 101   | Introduction to Law                               |    |
| LAW 110   | Introduction to Juvenile Justice                  |    |
| PED 144   | Beginning Recreation Games                        |    |
| PED 310   | Principles and Administration of Coaching         |    |
| PED 374   | Psychology Of Sport                               |    |
| PED 481   | Children's Lifetime Sports Academy Practicum      |    |
| RSM 322   | Social Recreation                                 |    |
| RSM 335   | Instructor of Initiatives                         |    |
| RSM 342   | Resorts, Parks, Recreation Areas and Facilities   |    |
| RSM 343   | Promotion of Sport and Recreation Agencies        |    |
| RSM 344   | Adventure Travel and Tourism Development          |    |
| RSM 365   | Introduction to Special Populations               |    |
| Select two courses from the following (minumum 4 credit hours): |   |    |
| 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 317   | Principles of Strength Training and Conditioning  |    |
| PED 319   | Coaching and Officiating of Soccer                |    |
| Total Credit Hours  |   | 30 |

## Sport Management Concentration

#### Concentration Requirements

Select thirty credit hours from the following: 30

|         |  |
|---------|--|
| 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 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 342 | Resorts, Parks, Recreation Areas and Facilities      |
| RSM 343 | Promotion of Sport and Recreation Agencies           |



|                    |  |    |
|--------------------|--|----|
| RSM 344            | Adventure Travel and Tourism Development |    |
| RSM 360            | Commercial Recreation                    |    |
| RSM 365            | Introduction to Special Populations      |    |
| 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 124 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

### Minor Requirements

|   |   |    |
|---|---|----|
| 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

### Minor Requirements

|  |  |       |
|--|--|-------|
| RSM 220  | Introduction to Recreation                             | 3     |
| RSM 323  | Program Planning in Recreation                         | 3     |
| RSM 325  | Recreation Law for the Practitioner                    | 2     |
| RSM 424  | Organization and Administration of Leisure Agencies    | 3     |
| RSM 480  | Practicum in Recreation                                | 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 Administration |       |
| RSM 335  | Instructor of Initiatives                              |       |
| RSM 342  | Resorts, Parks, Recreation Areas and Facilities        |       |
| RSM 343  | Promotion of Sport and Recreation Agencies             |       |
| RSM 344  | Adventure Travel and Tourism Development               |       |
| RSM 360  | Commercial Recreation                                  |       |
| 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.

### Minor Requirements

|   |  |       |
|---|--|-------|
| 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 374   | Psychology Of Sport                              |       |
| PED 401   | Graded Exercise Testing                          |       |
| PSY 220   | Health Psychology/Stress Management              |       |
| PED 480   | Practicum in Physical Education                  |       |
| PED 327   | Exercise Prescription for Special Populations    |       |
| 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.

|         |   |   |
|---------|---|---|
| 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 Dev                        | 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 Zac Kerns, Chairperson  
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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. 232)

## 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

**Minor Requirements**

|         |   |   |
|---------|---|---|
| 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

Dr. Robyn Gleason, Associate Dean

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

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>)

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 is 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. 239)
- Nursing (Bachelor of Science in Nursing, B.S.N.) (p. 241)
- Physical Therapist Assistant (Associate of Applied Science, A.A.S.) (p. 242)
- Population Health Management (Bachelor of Science, B.S.) (p. 240)

## Certificate

- Health Information Technology Certificate (p. 243)

## Minors

- Childhood Studies Minor (p. 249)
- Gender and Power Studies Minor (p. 250)
- Health Informatics and Information Management Minor (p. 243)

## Courses

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- Health Information Management (HIF) (p. 233)
- Nursing (NUR) (p. 233)
- Physical Therapist Assistant (PTA) (p. 233)

## 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**  
**Course Description:** Offered F. 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 HIT 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, 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, 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. Three 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, NUR 352, 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

**General Studies**

|  |       |
|--|-------|
| Students must complete General Studies courses (p. 20) | 42-47 |
|--|-------|

**Major Requirements**

|            |  |   |
|------------|--|---|
| 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 124 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, Health Science, 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 health science. 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

### General Studies

Students must complete General Studies courses (p. 20) 42-47

### Core Requirements

|            |  |   |
|------------|--|---|
| 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    | Introductory Psychological Statistics <sup>1</sup> | 3 |
| or GBA 210 | Business Statistics I                              |   |
| 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 |

### Concentration

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

### Concentration Requirements

|                    |                                    |    |
|--------------------|------------------------------------|----|
| 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

### Concentration Requirements

|                    |                                    |    |
|--------------------|------------------------------------|----|
| 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

### Concentration Requirements

|                    |                                       |    |
|--------------------|---------------------------------------|----|
| 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

### Concentration Requirements

|                    |   |    |
|--------------------|---|----|
| ALH 352            | Applied Nutrition                             | 2  |
| BIO 251            | Medical and Public Health Microbiology        | 4  |
| BIO 207            | Human Ecology                                 | 3  |
| or PED 327         | Exercise Prescription for Special Populations |    |
| HIF 132            | Pharmacology                                  | 2  |
| SWK 260            | Introduction to Aging Studies                 | 3  |
| Total Credit Hours |   | 14 |

## Graduation Requirements

1. Earn a minimum of 124 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.

## 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

#### General Studies

Students must complete General Studies courses (p. 20) 42-47

#### Major Requirements

|         |   |   |
|---------|---|---|
| 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.

#### General Studies

Students must complete General Studies courses (p. 20) 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**

1. Earn a minimum of 124 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.

**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****General Studies**

|  |    |
|--|----|
| Students must complete General Studies courses (p. 22) | 15 |
|--|----|

**Major Requirements**

|         |  |   |
|---------|--|---|
| 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**

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 major coursework.
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.

## 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 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>).

## Requirements

### Certificate Requirements

|         |  |   |
|---------|--|---|
| 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.

### Minor Requirements

|            |  |   |
|------------|--|---|
| HIF 300    | Health Data Management <sup>1</sup>                | 3 |
| or NUR 302 | Introduction to Standards-Based Nursing            |   |
| PSY 300    | Introductory Psychological Statistics <sup>2</sup> | 3 |
| or NUR 314 | Quantitative Analysis for Health Care Research     |   |
| 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. 245)
- Interdisciplinary Studies (Bachelor of Interdisciplinary Studies, B.I.S.) (p. 245)
- International Studies (Bachelor of Arts, B.A.) (p. 246)
- Two Plus Two (Bachelor of Science in Technology, B.S.T.) (p. 249)

## Minors

- Childhood Studies Minor (p. 249)
- Gender and Power Studies Minor (p. 250)
- International Studies Minor (p. 250)
- Leadership Minor (p. 251)
- Peace & Conflict Studies Minor (p. 251)

## 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

### General Studies

Students must complete General Studies courses (p. 20) 42-47

### Major Requirements

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 124 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

### General Studies

Students must complete General Studies courses (p. 20) 42-47

### Major Requirements

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 | Literature of Gender and Ethnicity   |
| 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            |
| 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 | Literature and Religion                         |
| ENG 410 | Selected Studies in Literary Genre              |
| ENG 430 | Selected Studies in Literary Theme              |
| ENG 460 | Selected Studies in Literary Period or Movement |

ENG 480 Selected Studies in Literary Authority

|         |                          |
|---------|--------------------------|
| JOU 303 | Media Law and Ethics     |
| PSC 310 | Political Theory         |
| PHL 330 | Topics in Ethical Theory |

#### Area Six - Aesthetic Appreciation:

|  |                         |
|--|-------------------------|
| ENG 341                                      | 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 Communications              |
| 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

1. Earn a minimum of 124 credit hours (100 level and higher, maximum of 6 CED credit hours applicable).
2. 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.
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.

## 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

### General Studies

Students must complete General Studies courses (p. 20) 42-47

### Core Requirements <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

### Focus Area

Select one of the following focus areas: 12

Arts and Letters option <sup>2</sup>

Social Sciences option <sup>2</sup>

Business option

### Electives

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

#### Focus Area Requirements

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

#### Focus Area Requirements

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

#### Focus Area Requirements

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

### Art

ART 450 Independent Research/Project 3

ART 456 Art in the Age of Modernity 3

ART 457 Art since 1945 3

### Business

FIN 431 International Financial Management 3

GBA 370 Global Viewpoint 3

MGT 425 International Management 3

MKT 451 International Marketing and Trade 3

### Cinema/Communications

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

### Economics

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

### English

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

### French

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

FRE 307 Summer Study/Travel Program in French-speaking Country: Oral and Written French 3

FRE 310 Readings in Francophone Culture and Civilization 3

FRE 312 Conversation and Diction 3

FRE 316 Internship in French 2-6

FRE 322 Contemporary French Society 3

FRE 340 Extended Study Abroad 3-15

FRE 403 Advanced Business French 3

FRE 422 Introduction to French Culture, Civilization and Literature I 3



|                   |   |      |                          |  |      |
|-------------------|---|------|--------------------------|--|------|
| FRE 432           | Introduction to French Culture, Civilization and Literature II  | 3    | PHL 370                  | Selected Topics in Comparative Philosophy                        | 3    |
| FRE 442           | Introduction to French Culture, Civilization and Literature III | 3    | PHL 450                  | Independent Research/Project <sup>1</sup>                        | 1-3  |
| FRE 450           | Independent Research/Project <sup>1</sup>                       | 1-5  | <b>Political Science</b> |  |      |
| FRE 452           | Advanced Oral Communication in a Professional Environment       | 3    | PSC 200                  | International Politics   | 3    |
| <b>Geography</b>  |   |      | PSC 210                  | Comparative Political Systems                                    | 3    |
| GEO 100           | World Geography   | 3    | PSC 310                  | Political Theory   | 3    |
| GEO 250           | Introduction to GIS   | 4    | PSC 312                  | Contemporary Political Philosophy                                | 3    |
| GEO 320           | Geography of Europe   | 3    | PSC 340                  | Latin American Political Systems                                 | 3    |
| GEO 330           | Globalization, Labor, and Resources                             | 3    | PSC 380                  | Asian Politics   | 3    |
| GEO 340           | Sustainable Energy  | 3    | PSC 390                  | International Organizations                                      | 3    |
| GEO 450           | Independent Research/Project <sup>1</sup>                       | 1-4  | PSC 400                  | American Foreign Policy  | 3    |
| <b>German</b>     |   |      | PSC 450                  | Independent Research/Project <sup>1</sup>                        | 1-5  |
| GER 211           | German for the Professional                                     | 3    | <b>Psychology</b>        |  |      |
| GER 300           | Topics in German  | 3    | PSY 260                  | Cross-Cultural Psychology  | 3    |
| GER 302           | Advanced German Grammar   | 3    | PSY 450                  | Independent Research/Project <sup>1</sup>                        | 1-5  |
| GER 316           | Internship in German  | 2-6  | PSY 460                  | Study Away in Psychology   | 1-6  |
| GER 322           | Advanced German Culture   | 3    | <b>Religion</b>          |  |      |
| GER 340           | Extended Study Abroad   | 3-15 | REL 250                  | Religions of East Asia and Oceania                               | 3    |
| GER 450           | Independent Research/Project <sup>1</sup>                       | 1-5  | REL 251                  | Religions of the West  | 3    |
| <b>History</b>    |   |      | REL 252                  | Religions of South Asia and Africa                               | 3    |
| HIS 120           | Modern World History  | 3    | REL 360                  | Selected Topics in Religion                                      | 3    |
| HIS 230           | Modern Europe: 1789 to the Present                              | 3    | REL 361                  | War, Peace, & Religion   | 3    |
| HIS 320           | English History since 1688                                      | 3    | REL 365                  | Selected Topics in Peace & Conflict Studies                      | 3    |
| HIS 336           | The Crusades  | 3    | REL 370                  | Selected Topics in Comparative Philosophy                        | 3    |
| HIS 339           | Europe 1815-1914  | 3    | REL 450                  | Independent Research/Project <sup>1</sup>                        | 1-3  |
| HIS 340           | Recent European History   | 3    | <b>Sociology</b>         |  |      |
| HIS 350           | History of the Far East   | 3    | SOC 315                  | Social Inequality and Stratification: Class, Power and Wealth    | 3    |
| HIS 370           | History of Latin America  | 3    | SOC 400                  | Racial and Ethnic Relations                                      | 3    |
| HIS 380           | The French Revolution and Napoleon                              | 3    | SOC 450                  | Independent Research/Project <sup>1</sup>                        | 1-3  |
| HIS 420           | History of Africa   | 3    | <b>Spanish</b>           |  |      |
| HIS 450           | Independent Research/Project <sup>1</sup>                       | 1-5  | SPA 211                  | Spanish for the Professional                                     | 3    |
| <b>Humanities</b> |   |      | SPA 248                  | Preparatory Course for Interim Program Spanish Studies Abroad    | 2    |
| HUM 203           | Humanities: Ancient and Medieval                                | 3    | SPA 250                  | Interim Program in Spanish Studies Abroad: Oral Spanish          | 3    |
| HUM 204           | Humanities: Middle Ages to the French Revolution                | 3    | SPA 302                  | Grammar and Composition  | 3    |
| HUM 205           | Humanities: American Revolution to the Present                  | 3    | SPA 310                  | Spanish Readings   | 3    |
| HUM 360           | Selected Readings in the Humanities                             | 3    | SPA 312                  | Conversation   | 3    |
| HUM 450           | Independent Research/Project <sup>1</sup>                       | 1-3  | SPA 316                  | Internship in Spanish  | 2-6  |
| <b>Music</b>      |   |      | SPA 322                  | Introduction to Hispanic Civilization and Culture                | 3    |
| MUS 310           | History of Music: Ancient to Baroque                            | 2    | SPA 332                  | Introduction to Hispanic Civilization and Culture II             | 3    |
| MUS 311           | History of Music: Classical to Modern                           | 2    | SPA 340                  | Extended Study Abroad  | 3-15 |
| MUS 450           | Independent Research/Project <sup>1</sup>                       | 1-5  | SPA 348                  | Preparatory Course for Interim Program in Spanish Studies Abroad | 2    |
| <b>Philosophy</b> |   |      | SPA 350                  | Interim Program in Spanish Studies Abroad: Oral Spanish          | 3    |
| PHL 310           | Political Theory  | 3    | SPA 422                  | The Literature of Spain  | 3    |
| PHL 312           | Contemporary Political Philosophy                               | 3    |                          |  |      |
| PHL 325           | Ethics of Environmental and Natural Resource Policy             | 3    |                          |  |      |
| PHL 365           | Selected Topics in Peace & Conflict Studies                     | 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 124 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.

## Two Plus Two (Bachelor of Science in Technology (B.S.T.) Requirements

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

### Graduation Requirements

1. Earn an A.A.S. or A.S. degree.
2. Complete general studies requirements (p. 20) (42-47 credit hours) for the Bachelor of Science degree.
3. Earn a minimum of 124 credit hours (100 level and higher, maximum of 6 CED credit hours applicable).
4. 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.
5. Earn a minimum of 30 credit hours in an approved area of concentration outside of the field of the associate degree, 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.
6. Earn 30 of the last 45 credit hours at MWSU in institutional coursework (exclusive of credit by examination).
7. Participate in required departmental and campus wide assessments.
8. Earn an overall GPA of at least 2.00 and a major (concentration) GPA of at least 2.3.
9. 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:

### Minor Requirements

|  |  |    |
|--|--|----|
| 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 Dev   |    |
| 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

- 2
- 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.
- 3
- Declared childhood studies minors are exempt from PSY 200 Intermediate Psychology as a prerequisite for this course.
- 4
- Declared childhood studies minors are exempt from PSY 200 Intermediate Psychology as a prerequisite for this course.
- 5
- 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.

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.

Minor Requirements

|  |                                    |    |
|--|------------------------------------|----|
| Select eighteen credit hours from the following: |                                    | 18 |
| COM 305  | Interpersonal Communications       |    |
| COM 342  | Intercultural Communication        |    |
| COM 385  | Communicating Intimacy             |    |
| EDU 308  | Multicultural Education            |    |
| ENG 320  | Literature of Gender and Ethnicity |    |
| LAT 370  | Domestic Relations                 |    |
| LAT 420  | Civil Rights Law                   |    |
| 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:<br>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/<br>internship arranged through any academic department.<br>1 |  |
| Relevant Special Topics Course offered through any<br>academic department. 1                                  |  |
| Relevant Independent Study arranged with any full-time<br>faculty member. 1                                   |  |
| Total Credit Hours  |  |
| 18  |  |

- 1
- 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.

Minor Requirements

|   |                             |    |
|---|-----------------------------|----|
| Select twenty-four credit hours from the following groups: <sup>1</sup> |                             | 24 |
| Foreign Language Group:   |                             |    |
| Select one of the following:  |                             |    |
| FRE 100   | Elementary French I         |    |
| GER 100   | Elementary German I         |    |
| SPA 100   | Elementary Spanish I        |    |
| Select one of the following:  |                             |    |
| FRE 101   | Elementary French II        |    |
| GER 101   | Elementary German II        |    |
| SPA 101   | Elementary Spanish II       |    |
| Select one of the following:  |                             |    |
| FRE 200   | Intermediate French I       |    |
| GER 200   | Intermediate German I       |    |
| SPA 200   | Intermediate Spanish I      |    |
| Select one of the following:  |                             |    |
| FRE 211   | French for the Professional |    |

|                       |  |
|-----------------------|--|
| GER 211               | German for the Professional                              |
| 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                                  |
| Business Group:       |  |
| ECO 461               | International Trade                                      |
| ECO 463               | Comparative Economic Systems                             |
| FIN 431               | International Financial Management                       |
| GBA 370<br>& GBA 371  | Global Viewpoint<br>and Business Study/Travel Experience |
| MGT 425               | International Management                                 |
| MKT 451               | International Marketing and Trade                        |
| Total Credit Hours    |  |

24

<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 a multidisciplinary minor in Leadership. This minor is intended for those students who have interest in leadership but are not pursuing a major in which leadership is a main component. The philosophy of the minor is that students are exposed to basic concepts in leadership, complete a practicum experience in leadership, and learn about at least three areas of leadership. Two areas will have more depth requiring two courses each, and the third area requires a single course.

Some areas include courses with prerequisites. Students should carefully check prerequisites for courses when considering this minor.

### Minor Requirements

|  |                              |    |
|--|------------------------------|----|
| LDR 140  | Introduction to Leadership   |    |
| LDR 420  | Leadership Practicum         |    |
| PHL 230  | Ethics                       |    |
| Select three courses from one area below and two courses from a second area: |                              | 15 |
| Oral Communication:  |                              |    |
| COM 210  | Presentational Communication |    |
| COM 314  | Persuasion                   |    |
| LAT 335  | Introduction to Mediation    |    |

|  |  |
|--|--|
| Written Communication:                     |  |
| COM 215                                    | Introduction to Public Relations                       |
| ETC 200                                    | Introduction to Technical Communication                |
| GBA 220                                    | Business Communications                                |
| Psychology: <sup>1</sup>                   |  |
| PSY 200                                    | Intermediate Psychology                                |
| PSY 230                                    | Psychology of Communication                            |
| PSY 310                                    | Industrial/Organizational Psychology                   |
| PSY 365                                    | Social Psychology                                      |
| Management:                                |  |
| ENT 201                                    | Entrepreneurship I                                     |
| LAT 430                                    | Conflict Management                                    |
| Any MGT prefixed course                    |  |
| Quantitative Decision Making: <sup>1</sup> |  |
| PSY 200                                    | Intermediate Psychology                                |
| PSY 301                                    | Psychology Research Methods                            |
| Select one of the following:               |  |
| ECO 300                                    | Statistics for Economics and Social Sciences           |
| GBA 210                                    | Business Statistics I                                  |
| MAT 132                                    | Elementary Statistics                                  |
| PSY 300                                    | Introductory Psychological Statistics                  |
| Personal and Community Health:             |  |
| PED 375                                    | Sociocultural Aspects of Sport and Physical Activity   |
| PED 388                                    | Community Health                                       |
| RSM 300                                    | Philosophy and Leadership in Recreation Administration |
| Law and Ethics:                            |  |
| LAT 101                                    | Introduction to Law                                    |
| LAT 420                                    | Civil Rights Law                                       |
| PHL 312                                    | Contemporary Political Philosophy                      |
| PHL 325                                    | Ethics of Environmental and Natural Resource Policy    |

<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/peace-conflict-studies-minor](https://www.missouriwestern.edu/pr/peace-conflict-studies-minor) (<https://www.missouriwestern.edu/pr/peace-conflict-studies-minor>)



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.

### Minor Requirements

#### 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 Communications                                  |
| COM 342 | Intercultural Communication                                   |
| HIS 340 | Recent European History                                       |
| LAT 370 | Domestic Relations  |
| LAT 420 | Civil Rights Law  |
| LAW 200 | Penology and Corrections                                      |
| LAW 270 | Probation and Parole  |
| LAW 315 | Criminal Justice Concepts and Issues                          |
| PHL 230 | Ethics  |
| PHL 310 | Political Theory  |
| PHL 312 | Contemporary Political Philosophy                             |
| PHL 330 | Topics in Ethical Theory                                      |
| 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](mailto: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 college students attending satellite sites or taking online courses, business and industry seeking to improve employees' skills and knowledge, adults seeking workplace skills or specific job training, adults seeking to complete a college degree they began earlier in life, high school students seeking college credit, children desiring to expand their skills in art and music, adults seeking personal enrichment, traditional college students taking elective courses, incarcerated individuals pursuing educational goals, and adults needing improvement in literacy skills and English language skills. The Western Institute is also the home for Conferences, the Walter Cronkite Memorial, Scheduling, Study Abroad & Exchange Programs, the Law Enforcement Academy, the Intensive English Program 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 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 provides initial advisement to adults seeking 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), upper-division and graduate credit classes in Kansas City; and English as a Second Language classes.

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 including criminal justice and information management courses.

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.

## **Intensive English Program**

The Intensive English Program at Missouri Western State University has been developed to offer non-native English speaking students a strong foundation in the English language. This foundation will enable non-native English speaking students to succeed in their chosen academic fields and to become more comfortable living in the community. Each course consists of 5 hours per week of seat time, generally split between 4 hours of lecture and 1 hours of lab. Students in countries outside the U.S. can find information about the Intensive English Program by sending questions to [GoGlobal@missouriwestern.edu](mailto:GoGlobal@missouriwestern.edu). Community students can learn more about the program for non-credit students by completing the form on [www.missouriwestern.edu/iep/noncredit-students](http://www.missouriwestern.edu/iep/noncredit-students) (<https://www.missouriwestern.edu/iep/noncredit-students>). Contact the Intensive English Program Coordinator at (816) 271-4121 for information. View website at [www.missouriwestern.edu/iep/](http://www.missouriwestern.edu/iep/) (<http://www.missouriwestern.edu/iep/>).

Credit and non-credit ELL courses are offered in the Beginning, Intermediate & Advanced level in each of the following areas:

- Listening and Speaking
- Grammar and Composition
- Reading
- Academic Writing

**Listening and Speaking (CED 086 Beginning Listening and Speaking, CED 096 Intermediate Listening & Speaking, CED 166 Advanced Listening & Speaking, depending on level):**

These classes are designed for non-native English speaking students seeking to increase their listening and speaking abilities in English. Study and practice will concentrate on pronunciation skills, speaking skills, presentation skills, listening skills, and American idioms.

**Grammar and Composition (CED 087 Beginning Grammar, CED 097 Intermediate Grammar, CED 167 Advanced Grammar, depending on level):**

These classes are designed for non-native English speaking students seeking to increase their understanding of English grammar and beginning composition. The emphasis of this course will be to study the rules of grammar through simple composition of papers and presentations. Both oral and written grammar will be included in this course.

**Reading (CED 088 Beginning Reading, CED 098 Intermediate Reading, CED 168 Advanced Reading, depending on level):**

These classes are designed for non-native English speaking students seeking to increase their reading skills in English. Study and practice will concentrate on vocabulary expansion, reading comprehension in a variety of genres, word usage, character analysis, and journaling.

**Academic Writing (CED 089 Beginning Academic Writing, CED 099 Intermediate Academic Writing, CED 169 Advanced Academic Writing, CED 179 Transitional Academic Writing, depending on level):**

These classes are designed for non-native English speaking students seeking to improve their writing skills for the college classroom. Students taking these classes will be asked to produce various forms of written work, practice editing and peer-editing, make the necessary corrections, and complete final drafts of their assignments. NOTE: CED 179 Transitional Academic Writing is designed for non-native English speaking students who are also enrolled in ENG 100 Introduction to College Writing during the same semester. This course focuses on reading and writing. Assignments include full-length essays using accurate vocabulary and correct grammar. Emphasis on using transitions and applying appropriate mechanics is maintained. Self-evaluation and peer editing are used to encourage students to work toward clear written expression..

**Registration Procedures:** Most Western Institute courses are open to anyone who may benefit from them. Other courses and programs have specific enrollment requirements. Students may register for most courses through walk-in registration in the office of the Western Institute. Online registration options are also available. Call the Institute (816) 271-4100 or visit us online [www.missouriwestern.edu/wi](http://www.missouriwestern.edu/wi) (<http://www.missouriwestern.edu/wi>) for more information.

**Fees:** Fees 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. Jeanne Daffron**, *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*

**Patsy Smith**, *Interim 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** (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, 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, 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.

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 -- Mama Griffs (a family-focused group), the Craig School of Business 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 Phoenix Chorale,

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, contact Diane Holtz, (816) 271-5651 or [holtz@missouriwestern.edu](mailto:holtz@missouriwestern.edu).

# UNIVERSITY FACULTY

## A

**Perry Adkins** (2013) Instructor, Craig School of Business. B.S.B.A., M.B.A., Pittsburg State University; C.P.A..

**Kaye Adkins** (1999) Professor, English & Modern Languages Department. B.S., Pittsburg State University; M.A., Ph.D., University of Kansas.

**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) Instructor, Communication & Journalism Department. B.A., Morehead State University; M.A., Morehead State University; Ph.D., West Virginia University expected 2017.

## 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.

**Csengele Barta** (2012) Assistant 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) Associate 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.

**Christopher Bond** (2009) Associate Professor, Communication & Journalism Department. B.S., University of Southern Mississippi; M.S., Mississippi College; Ph.D., University of Memphis.

**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.

**Carolyn Brose** (1998) Associate Professor, School of Nursing & Health Professions. B.S., Oklahoma Baptist University; M.S., Ohio State University; Ed.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.

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**Corey White** (2017) Assistant Professor, Psychology Department. B.S., Truman State University; M.S., The Ohio State University; Ph.D., The Ohio State University.

**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.

**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.

**Jeffrey Woodford** (2010) Associate Professor, Chemistry Department. B.S., Carnegie Mellon University; Ph.D., University of Nebraska-Lincoln.

## 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.

**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) Assistant 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.

## C

**Joseph Castellani**, Professor Emeritus of English.

**Richard Crumley**, Professor Emeritus of Biology.

## D

**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

**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.

**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.

**Patti Adkisson** (2012) Administrative Assistant, Academic, Honors Department.

**Tara Adwell** (2012) Associate Executive Director/ CFO-Foundation, Foundation. B.S., M.B.A., Northwest Missouri State University.

**Jessica Agnew** (2014) Administrative Assistant, Academic, Theatre & Cinema Department. 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

**Dawn Baker** (2014) Administrative Assistant, Academic, CST Department. B.S., Missouri Western State University.

**Marilyn Baker** (2010) Director of Financial Aid, Financial Aid. B.S.B.A., Missouri Western State University.

**Belinda Ball** (2001) Educational Psychologist WRDCC, WRDCC. B.S., M.S., M.S.E., Emporia State University.

**Jay Balsamo** (2003) Carpenter/Cabinet Maker, Physical Plant.

**Clinton Barnes** (2004) Locksmith, Physical Plant.

**David Barnes** (2001) Custodian, Physical Plant.

**Sue Barnes** (2015) Administrative Support Assistant, 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.

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**Wonda Berry** (1986) Recreation Services/ Facilities Director, Recreation Services. B.S., Missouri Western State University; M.S., Pittsburg State University.

**Robert Bidding** (1989) Corporal, University Police, University Police.

**Marc Bierbaum** (2016) Head Coach (Men's & Women's Cross Country and Track & Field), Athletics. B.A., Dana College.

**Henry Blacketer** (2012) Custodian, Physical Plant.

**Annie Bohon** (2012) Custodian, Physical Plant.

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**Adriann Brammeier** (2015) Administrative Assistant, Financial Aid.

**Dave Brown** (1993) Assistant Dean for Health & Wellness, Counseling Center. B.S., Missouri Western State University; M.A., University of Missouri-Kansas City.

**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.

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**Angie Brunk** (2015) Information Services Librarian, Library. B.A., Baker University; M.A., Indiana University School of Journalism; M.L.S., Indiana University.

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**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.

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**Mark Burton** (1995) Senior Hardware/Software Support Technician, Information Technology Service.

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## C

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**Sabrina Campbell** (2004) Custodian, Physical Plant.

**Greg Carbin** (2014) Head Coach (Strength & Conditioning), Athletics. B.S., M.A.S., Missouri Western State University.

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**Isaiah Collier** (2011) Assistant Dean of Student Development, Student Affairs. B.A., M.Ed., University of Akron.

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**Aaron Coombs** (2013) Assistant Coach (Men's Basketball), Athletics. B.S., University of North Carolina-Wilmington; M.A.S., Missouri Western State University.

**Signe Coombs** (2013) Academic Services Director, Athletics, Athletics. B.A., University of Iowa; M.A.S., Missouri Western 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.

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## D

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**Craig Darrough** (1998) Environmental Safety Coordinator, Physical Plant. A.A., St. Louis Community College at Florissant Valley; B.S., Northwest Missouri State University.

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## E

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**Annette Eisiminger Weeks** (2014) Director, Center for Entrepreneurship, Craig School of Business. B.S.E., Missouri Western State University.

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**Randy Ellis** (2001) Print Shop Technician, Campus Printing.

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## 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.

**Stacy Fisher** (2013) Data & Communication Coordinator, Admissions Department. B.A., Northwest Missouri State University.

**Latoya Fitzpatrick** (2014) Multicultural Education Director, Student Affairs. B.A., M.A., University of Missouri-Kansas City.

**Tom Flaska** (2013) Instructional Technologist, Instructional Media Center. B.S., Missouri Western State University.

**Amy Foley** (2000) Fitness Center Coordinator, Recreation Services. A.A., Highland Community College; B.S., Northwest Missouri State University; M.S., University of Kansas.

**Tim Ford** (2000) Special Education Teacher, Team Leader WRDCC, WRDCC. B.S.E., Missouri Western State University.

**Susan Fortune** (2008) Custodian, Physical Plant.

**Jean Foster** (2015) Administrative Assistant, Career Development Center.

**Roberta Foster** (2015) Admissions Counselor, Admissions Department. B.S., Appalachian State University.

**Sara Freemyer** (2013) Director of Human Resources, Human Resources. B.S., Northwest Missouri State University.

**Jessica Frogge** (2008) Administrative Coordinator, Student Government Association. B.S., Missouri Western State University.

## G

**Jennifer Galloway** (2005) Library Assistant, Interlibrary Loan, Library. B.S., Missouri Western State University.

**Kathy Gammon** (1996) Accountant, Accounting Services. B.S.B.A., Missouri Western State University.

**Cathy Gann** (1999) Academic Advisor, Student Success. B.S., Missouri Western State University; M.S., Northwest Missouri 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.

**Jerry Gentry** (2014) Director of Physical Plant, Physical Plant.

**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.

**Robyn Gleason** (2017) Associate Dean for School of Nursing and Health Professions/Director of Nursing Program, Nursing Department. B.S.N., Florida Southern College; M.S.N., University of Florida; Ph.D., University of Florida.

**Rodema Gnuschke** (1996) Library Technician, Senior, Library. B.S.Ed., Missouri Western State University.

**Katey Gorsage** (2016) Assistant Coach (Women's Softball), Athletics. B.S., M.S., Henderson State University.

**Michelle Graham** (2011) Adaptive Technology Specialist, Instructional Media Center. A.A.S., Missouri Western State University.

**Rachel Graves** (2015) Development Officer, Development Office. B.S., Missouri Western State University.

**Jared Greer** (2015) Key Access Specialist/ Assistant Locksmith, Physical Plant. A.S., Hawkeye Community College.

**Martha Greer** (2013) Administrative Coordinator, Campus Printing. B.S., Southeast Missouri State University.

**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.

**Mike Halloran** (2010) Director of Athletic Facilities, Athletics. B.S., Northwest Missouri State 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.

**Carol Hare** (2007) Executive Administrative Associate, Financial Planning & Administration.

**Deborah Hargis** (1998) Records Clerk, Registrars Department.

**Brian Harrah** (2001) Buildings Supervisor, Physical Plant.

**Barb Harris** (2000) Administrative Assistant, Academic, CJLS Department.

**Sherri Hartley** (1997) Accountant, Fixed Assets/Grants, Accounting Services. A.S., B.S.B.A., Missouri Western State University.

**Karma Hartong** (1998) Exempt MOA Employee, Health Information Management. B.S.B.A., Missouri Western State University.

**Billie Hays** (2010) Custodian, 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) Intensive English Specialist, 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.B.A., Missouri Western State University; M.A. University of Central Missouri.

**Brian Hughes** (2012) Groundskeeper, Physical Plant.

**Sara Hunt** (2014) Marketing Coordinator, Western Institute. 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.

## K

**Dennis Keller** (2012) Custodian Supervisor, Physical Plant.

**Erin Keller** (2016) Graduate Records Coordinator, Registrars Department.

**Jake Kelly** (2012) Instructional Design, Web & Applications Programming, 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, Residence Hall, Physical Plant. A.S., B.S.B.A, B.S.W., Missouri Western State University.

**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) Academic Advisor, Western Institute. 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.

**Mike Lane** (2013) Dean, Craig School of Business, Craig School of Business. B.S.B.A., Lowell Technological Institute; M.S., Northeastern University; Ph.D., Texas A&M.

**Kathy Lau** (2013) Administrative Assistant, Counseling Center. A.S., B.S.B.A, Missouri Western State University.

**Steve Lawson** (2017) HVAC/R Technician, Physical Plant.

**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.

**Karen Luke** (1997) Administrative Assistant, CAS Department. A.S., Missouri Western State University.

**Christina Lund** (2013) Administrative Coordinator, School of Fine Arts.

**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. A.S., B.S., Missouri Western State University.

**Gordon Mapley** (2008) Dean for 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.

**Lisa May** (2010) Administrative Coordinator, LAS Department.

**Sarah McCumber** (2014) Information Services Librarian, Library. B.S., University of Central Missouri.

**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.

**Hassan McGaughy** (2012) University Police Officer, University Police.

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**Amy McLarren** (2012) Assistant Director Residential Life, Residential Life. A.A., Longview Community College; B.S., Missouri State University; M. Ed., Southern Arkansas University.

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**Colin McQuillan** (2016) Assistant Coach (Football), Athletics. B.S., Missouri Western State University.

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**David McWilliams** (1996) Developmental Math Specialist, CSMP Department. B.S., M.A., Missouri State University.

**Ryan Menley** (2010) Athletic Communications Director, Athletics.

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## N

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**James Neidel** (2002) Mechanical Supervisor, Physical Plant.

**Nancy Nelson** (2016) Developmental Reading Program Coordinator, CAS Department. M.Ed., Northwest Missouri State University.

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## O

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**Alicia Otto** (2007) Administrative Coordinator, University Advancement.

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## 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.

**Chet Pobolish** (2016) Assistant Coach (Football), Athletics. B.I.S., Emporia State University.

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**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.

**Brandon Prater** (2017) Cashier/Billing Clerk, Business Office.

**Sandra Prescher** (2000) Administrative Assistant, Western Institute.

## R

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**Justin Ray** (2014) Applications Programmer, Instructional Media Center.

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**Jennifer Riley** (2012) Accountant, Foundation, Foundation. B.S., Truman State University.

**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.

**Anne Roberts** (2017) Administrative Coordinator, Student Development. B.F.A., Oklahoma State University.

**Evan Roberts** (2015) Custodian, Physical Plant.

**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.

**Rob Sample** (2015) Custodian, Physical Plant.

**Victoria Sample** (1999) Central Stores/ Lab Coordinator, Chemistry Department. B.S., Missouri Western State University.

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**Amy Saxton** (2016) Support Staff Coordinator, WRDCC, WRDCC. B.S., Missouri Western State University.

**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.

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**Amy Simmonds** (2016) Web Designer/Developer, Instructional Media Center. B.F.A., B.A., Iowa State University.

**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.

**Cynthia 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.

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**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, Physical Plant.

**Dan Stevens** (2015) Academic Advisor, Student Success. B.S.E., M.S.E., Ed.S., Northwest Missouri State University.

**Corey Stewart** (2011) Auxiliary Maintenance Supervisor, Physical Plant.

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**Tara Stoll** (2000) Video Communications Producer, Instructional Media Center. B.S., Missouri Western State University.

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## 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.

**Carlton Teff** (2016) Academic Computing Technician, Instructional Media Center. B.S., 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.

**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 Teacher - WRDCC, WRDCC. B.S.Ed., M.Ed., Northwest Missouri State University.

**Stacy Turner** (2002) Special Credit Programs Coordinator, Western Institute.

**Deatra Tyler** (1989) Human Resources, Information System Analyst, Human Resources. B.S.B.A., Missouri Western State University.

## 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.

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**Sharon Vest** (2013) Special Education Teacher, WRDCC, WRDCC. B.S.E., Missouri Western State University.

**Tara Vides** (2015) Administrative Coordinator, Human Resources.

**Jill Voltmer** (2017) University Police Officer, 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.

**Mike Walton** (2016) Assistant Coach (Football), Athletics. B.S., Eastern New Mexico University; M.S., Eastern New Mexico 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.

**Brett Weiberg** (2013) Head Coach (Men's Basketball), Athletics. A.A., Northern Oklahoma College; B.S., Sam Houston University; M.Ed., Northwestern Oklahoma State University.

**Colette Weipert** (2017) Library Technician, Senior Technician Services, Library. B.S., Missouri Western State University.

**Deana Wennihan** (2000) Financial Aid Default Coordinator, Financial Aid.

**Dustin Whetstone** (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) Graduate Records Coordinator, Registrars Department. B.S., Liberty University.

**Bruce Whitsell** (1992) Grounds & Events Supervisor, Physical Plant.

**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, Residence Hall, 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.

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**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, Leadworker, 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.

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## Y

**Robin Yarnell** (2004) Custodian, Residence Hall, Physical Plant.

**Barbara Young** (1996) Administrative Assistant, Academic, RLEA Department. A.S., Missouri Western State University.

**Matt Young** (2015) Mechanic, Physical Plant.

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## Z

**Mark Zuptich** (2015) Fleet Manager, Physical Plant.

# ACADEMIC CALENDAR

## 2017-2018 Missouri Western Academic Calendar

### Fall 2017

|                                       |                       |                 |
|---------------------------------------|-----------------------|-----------------|
| Faculty/Staff Plan Week               | August 21-25          |                 |
| Classes Begin                         | August 28             | Monday          |
| Labor Day (no classes/campus closed)  | September 4           | Monday          |
| Registration Begins for Spring        | October 9             | Monday          |
| Mid-term Grades Due                   | October 25            | Wednesday       |
| Last day to Withdraw                  | November 3            | Friday          |
| Fall Break (no classes/campus closed) | November 19-26        | Sunday-Sunday   |
| Last Day of classes                   | December 8            | Friday          |
| Final Exams                           | December 9-15         | Saturday-Friday |
| Commencement                          | December 16           | Saturday        |
| Final Grades Due                      | December 19           | Tuesday         |
| Campus Closed                         | December 24-January 1 |                 |

### Spring 2018

|   |                |                 |
|---|----------------|-----------------|
| Campus re-opens                                   | January 2      | Monday          |
| Martin Luther King Day (no classes/campus closed) | January 15     | Monday          |
| Classes Begin                                     | January 16     | Tuesday         |
| Presidents' Day (classes in session/campus open)  | February 19    | Monday          |
| Registration Begins for Summer/Fall               | February 26    | Monday          |
| Spring Break (no classes/campus open)             | March 11-18    | Sunday-Sunday   |
| Mid-Term Grades Due                               | March 21       | Wednesday       |
| Last Day to Withdraw                              | March 30       | Friday          |
| Last Day of Classes                               | April 27       | Friday          |
| Final Exams                                       | April 28-May 4 | Saturday-Friday |
| Commencement                                      | May 5          | Saturday        |
| Final Grades Due                                  | May 8          | Tuesday         |

### Summer 2018

|   |         |          |
|---|---------|----------|
| Classes Begin for Eight-week/1st Four-week sessions | May 29  | Tuesday  |
| Classes in session                                  | June 1  | Friday   |
| Last Day to Withdraw from 1st Four-week session     | June 14 | Thursday |
| Final Exams for 1st Four-week session               | June 21 | Thursday |
| Classes Begin for 2nd Four-Week session             | June 25 | Monday   |

|   |         |           |
|---|---------|-----------|
| Final Grades Due for 1st Four-Week session        | June 27 | Wednesday |
| Last Day to Withdraw from Eight-week session      | June 28 | Thursday  |
| Independence Day (no classes/campus closed)       | July 4  | Wednesday |
| Classes in session                                | July 6  | Friday    |
| Last Day to Withdraw from 2nd Four-week session   | July 12 | Thursday  |
| Final Exams for Eight-week/2nd Four-week sessions | July 19 | Thursday  |
| Final Grades Due                                  | July 25 | 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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# ACADEMIC CALENDAR

## 2017-2018 Missouri Western Academic Calendar

### Fall 2017

|                                       |                       |                 |
|---------------------------------------|-----------------------|-----------------|
| Faculty/Staff Plan Week               | August 21-25          |                 |
| Classes Begin                         | August 28             | Monday          |
| Labor Day (no classes/campus closed)  | September 4           | Monday          |
| Registration Begins for Spring        | October 9             | Monday          |
| Mid-term Grades Due                   | October 25            | Wednesday       |
| Last day to Withdraw                  | November 3            | Friday          |
| Fall Break (no classes/campus closed) | November 19-26        | Sunday-Sunday   |
| Last Day of classes                   | December 8            | Friday          |
| Final Exams                           | December 9-15         | Saturday-Friday |
| Commencement                          | December 16           | Saturday        |
| Final Grades Due                      | December 19           | Tuesday         |
| Campus Closed                         | December 24-January 1 |                 |

### Spring 2018

|   |                |                 |
|---|----------------|-----------------|
| Campus re-opens                                   | January 2      | Monday          |
| Martin Luther King Day (no classes/campus closed) | January 15     | Monday          |
| Classes Begin                                     | January 16     | Tuesday         |
| Presidents' Day (classes in session/campus open)  | February 19    | Monday          |
| Registration Begins for Summer/Fall               | February 26    | Monday          |
| Spring Break (no classes/campus open)             | March 11-18    | Sunday-Sunday   |
| Mid-Term Grades Due                               | March 21       | Wednesday       |
| Last Day to Withdraw                              | March 30       | Friday          |
| Last Day of Classes                               | April 27       | Friday          |
| Final Exams                                       | April 28-May 4 | Saturday-Friday |
| Commencement                                      | May 5          | Saturday        |
| Final Grades Due                                  | May 8          | Tuesday         |

### Summer 2018

|   |         |          |
|---|---------|----------|
| Classes Begin for Eight-week/1st Four-week sessions | May 29  | Tuesday  |
| Classes in session                                  | June 1  | Friday   |
| Last Day to Withdraw from 1st Four-week session     | June 14 | Thursday |
| Final Exams for 1st Four-week session               | June 21 | Thursday |
| Classes Begin for 2nd Four-Week session             | June 25 | Monday   |

|   |         |           |
|---|---------|-----------|
| Final Grades Due for 1st Four-Week session        | June 27 | Wednesday |
| Last Day to Withdraw from Eight-week session      | June 28 | Thursday  |
| Independence Day (no classes/campus closed)       | July 4  | Wednesday |
| Classes in session                                | July 6  | Friday    |
| Last Day to Withdraw from 2nd Four-week session   | July 12 | Thursday  |
| Final Exams for Eight-week/2nd Four-week sessions | July 19 | Thursday  |
| Final Grades Due                                  | July 25 | 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>).





# 2017-2018 Graduate Catalog



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# GRADUATE CATALOG

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Welcome to Missouri Western State University's 2017-18 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, 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 State University will set the standard for excellence in student development and community leadership.

### Mission

Missouri Western State University is a learning community focused on students as individuals and as members of society. Missouri Western offers students at all stages of life the opportunity to achieve excellence in the classroom and beyond, as they prepare to be leaders in their work and in their communities. As a leader itself, Missouri Western is committed to the educational, economic, cultural and social development of the people and the region that it serves.

### 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://](http://www.missouriwestern.edu/appliedlearning)

[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.

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. Dismissed students may reapply after a one year lay-out, subject to program review.

## 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. 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

## International Students

### International Students (F1)

1. Complete an Application for admission and pay the \$50 application fee.
2. A Bachelor's degree from an accredited college or university. Official transcript(s) must be submitted.

3. A minimum 2.75 undergraduate grade point average (GPA) or previously earned master's degree.
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, 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>)
5. A minimum graduate-level entrance exam score, as designated by the department or graduate program.
6. 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 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. The deadline for submission of all requirements for admission and I-20 issuance is sixty (60) days prior to the first day of classes. Missouri Western strongly recommends ninety (120) days to ensure timely receipt of the student visa.

## 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. Official transcript from home institution
4. Letter of good standing and verification of enrollment in a bachelor program
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 graduate degree and wish to enroll in graduate courses:

1. 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.
2. 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.
3. 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

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 and affiliated scholarship application procedures.
- Student and parent 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 Federal Student Aid (FSA) user name and password. The FSA ID - user name and password - has replaced the Federal Student Aid PIN and must be used to log in to certain U.S. Department of Education websites. Your FSA ID confirms your identity when you access your financial aid information and electronically sign Federal Student Aid documents. If you do not already 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 many federal, as well as, 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 and the student will be required to repay aid received in excess of his/her eligibility. All conflicts must be resolved 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.

## Student Eligibility

To be eligible for 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 posted 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. 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:

- 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, Stafford 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 online at [www.missouriwestern.edu/businessoffice](http://www.missouriwestern.edu/businessoffice) (<http://www.missouriwestern.edu/businessoffice>).

Missouri Western's Official Withdrawal Policy may be found online at [www.missouriwestern.edu/registrar](http://www.missouriwestern.edu/registrar) (<http://www.missouriwestern.edu/registrar>).

## 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:

1. declare the full balance plus late fees immediately due and payable by law.
2. refuse subsequent registration for any classes and/or drop current classes.
3. deny future enrollment in any payment plan.
4. 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 on the withdrawal refund schedule 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>). Withdrawal refunds are computed based upon the date the Registrar 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.
- If after all charges/credits have been applied to the account the student is eligible for a refund, then 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 (e.g., 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.

## 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>).

## Academic Standards & Regulations

- 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: Human Factors and Usability Testing | MAS     | Psychology             |

|   |          |   |
|---|----------|---|
| 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: 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 Allied Health   |
| Nursing: Nurse Educator   | MSN/CERT | Nursing and Allied Health   |
| 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  |

# 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. Declare a second graduate program of study (certificate or master's degree)
3. Change program of study from one degree program to another
4. 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 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 declare or earn that 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.

For students seeking a "second degree option" within a degree program, such as MAS Applied Science, Assessment or MSN option areas, the student must complete at least "12 credits" of "unique" course work between the two option 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

## 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 a 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 and for students who want to pursue advancement in leadership or supervising areas of nursing or in the training of future nurses or developing nurses who want to become involved in educating future nurses.

## General Requirements for Graduate Degree Programs

All Missouri Western masters 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

### 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 Dismissal

A graduate student will be placed on academic probation if the overall graduate GPA falls below a 3.0.

If placed on probation, the student must earn a GPA of 3.0 or higher in the next semester (including Summer) in which the student registers for classes. A student will continue on probation until the overall GPA is raised to 3.0 or higher or is dismissed for reasons described below.

Dismissal 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); OR
- Has three consecutive semesters (including Summer if enrolled) of probation status.

A student who is not on academic probation may also be dismissed from the Graduate School if the student earns two or more grades below a C in a single semester.

Student who are dismissed may re-apply for admission following a one year lay-out, subject to graduate program review and approval.

## Appealing an Academic Dismissal

Students who believe that the causes of their dismissal merit special consideration may submit a letter of appeal challenging their dismissal. 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 dismissal will not be considered. The Academic Regulations and Standards 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 Dismissal Appeal form and provide documentation clarifying how the circumstances that caused poor performance have been addressed. More information can

be found at [www.missouriwestern.edu/registrar/probation](http://www.missouriwestern.edu/registrar/probation) (<http://www.missouriwestern.edu/registrar/probation>).

## Readmission After Dismissal

Graduate students who have been dismissed may not attend MWSU for one year unless the Academic Regulations and Standards Committee grants their appeal. Students applying for readmission after completing a required dismissal period must file a new application with the Admissions Office. Students readmitted after dismissal 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. The number of credit hours is shown in parentheses after the course title within the course description.

### 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 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.

### 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://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://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 resulting in a reduced fee assessment. Registered students may also add or drop classes according to the add/drop schedule 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>). A special fee is assessed for adding or dropping classes once the term has started.

Late Registration is held once classes have begun. The Late Registration Schedule 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. A special fee is assessed for 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 from the University

Prior to the official first day of the term, students may drop all classes on-line or by notifying the Registrar's Office in writing. As of the first day of the term students who, for any reason, find it necessary to completely withdraw from the University are required to notify 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. 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.

## 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.missouriwestern.edu/registrar/namechange](http://www.missouriwestern.edu/registrar/namechange) (<https://www.missouriwestern.edu/registrar/namechange>).

## 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.

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 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 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, creed, color, religion, sex, national origin, and the disabled, 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

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- Study Abroad & Exchange Programs (p. 20)
- Library (p. 21)
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## 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 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 081 Foundations for University Mathematics I 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 special sessions such as graphing calculator 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 with computer software, books and other materials. 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.

## 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).

## 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

- Health and Wellness (p. 21)
- Student Development (p. 22)
- 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 (Disability Student Services)

Students with disabilities are provided accommodations and services as mandated by the Americans with Disabilities Act (1990). These services are tailored to their particular disability as stated in their documentation (must be from the last three years). Services may include testing in a quiet room with extended time, peer note takers, accessible seating in the classroom, interpreters for the hearing impaired and use of adaptive equipment (including a reading machine, voice-activated computers, etc.).

Students who are registered with this office provide each of their professors with a confidential form at the beginning of each semester that details what services they are provided based on their disability. Additional information may be found at [www.missouriwestern.edu/arc](http://www.missouriwestern.edu/arc)

(<http://www.missouriwestern.edu/arc>) or contact (816) 271-4330. The Accessibility Resource Center is located in Eder Hall 203.

## 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, old 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 for 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 is comprised of the Griffons for Hire Career Management Portal and the Campus-Based Community Experience Program, Learn Serve Change the World. The Student Employment Program is a unit with the Career Development Center located 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 Recruitment & Student Services

The office provides ongoing support for all international students at Missouri Western. Dedicated staff hold an orientation for incoming international students and are available for F1 and J1 visa immigration advisement and other non-academic related services. The office also promotes cultural understanding, global perspective and learning opportunities through a variety of events on campus including but not limited to the Global Hot Topic Series, International Education Fair, and International cuisine food tasting. The office provides mentorship and guidance to the International Student Association. Contact the office for volunteer opportunities, program initiatives, partnerships, co-sponsorships, and/or general international student recruitment/admission guidance. Call (816) 271-5981, or visit Blum Union, Room 210. [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 Student Union is the campus center for co-curricular programs and activities. The Union houses many services for students, including the Campus Cupboard, Barnes and Noble Bookstore, Starbucks coffee, 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, Center for Student Involvement, Center for Multicultural Education, Missouri Western State University Police Department, Esry Student Health Center, Griffs Give Back, International Recruitment and Student Services, 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, 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 test guides, 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 Hearn 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 3:30 p.m. during the week. The office is closed on weekends 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 concerning thefts, vandalism, uninvited guests, fires, vehicle assists, medical assists and any emergency situation.

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 6:00 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 or (816) 271-4312.

## **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 208 or calling (816) 271-5605.

## **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. Stan Svojanovsky, Program Director

ssvojan@missouriwestern.edu

(816) 271-4125

[www.missouriwestern.edu/chemistry/maschemistry](http://www.missouriwestern.edu/chemistry/maschemistry) (<https://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

### Professional Core

|                              |  |   |
|------------------------------|--|---|
| Select one of the following: |  | 3 |
| COM 601                      | Professional and Organizational Communications |   |
| ENG 540                      | Writing for Management and Supervision         |   |
| ETC 600                      | Technical Communications Theory and Practice   |   |
| MGT 603                      | Organizational Theory                          | 3 |
| MKT 605                      | Strategic Marketing                            | 3 |

|   |  |    |
|---|--|----|
| ECO 607                                       | Managerial Economics                             | 3  |
| MAT 609                                       | Technical Analysis for Decision Making           | 3  |
| or PSY 515                                    | Applied Univariate and Multivariate Statistics   |    |
| MAS 695                                       | Graduate Colloquium                              | 3  |
| <b>Chemistry Courses</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 credit hours from the following: |  | 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 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://](https://www.missouriwestern.edu/engtech/graduate-studies)

[www.missouriwestern.edu/engtech/graduate-studies](https://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

### Professional Core

|                              |  |   |
|------------------------------|--|---|
| Select one of the following: |  | 3 |
| COM 601                      | Professional and Organizational Communications |   |
| ENG 540                      | Writing for Management and Supervision         |   |
| ETC 600                      | Technical Communications Theory and Practice   |   |
| MGT 603                      | Organizational Theory                          | 3 |
| MKT 605                      | Strategic Marketing                            | 3 |
| ECO 607                      | Managerial Economics                           | 3 |
| MAT 609                      | Technical Analysis for Decision Making         | 3 |
| or PSY 515                   | Applied Univariate and Multivariate Statistics |   |
| MAS 695                      | Graduate Colloquium                            | 3 |

### Core Courses

|         |                                |   |
|---------|--------------------------------|---|
| 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  |
| 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 capstone.



# Applied Science, Human Factors and Usability Testing (Master of Applied Science, M.A.S.)

graduate@missouriwestern.edu  
(816) 271-4394

Our interaction with computing technologies is rapidly changing. This change is driven by an exponential growth of technology, which is quickly resulting in smaller and less expensive computing devices. This technological growth is requiring professionals with multidisciplinary backgrounds (Psychology, Business, Marketing, Communications, Computer Science, Design, etc.) Our curriculum focuses on producing business professionals with this multidisciplinary education.

Which Undergraduate Majors best prepare you for a Human Factors Graduate Program?

- Engineering (Industrial, Mechanical or Electrical)
- Computer Science, Informatics, Information Technology
- Psychology, Sociology, Anthropology

With a master's degree in Human Factors & Usability Testing you are qualified to work with major employers such as telecommunications companies (e.g., Sprint, AT&T), software companies (e.g., Microsoft, Google), automobile companies (e.g., Toyota, General Motors), and the military. Human Factors specialists conduct research, perform analyses and make recommendations to:

- Design products.
- Reduce human error.
- Increase productivity and reduce fatigue.
- Improve work environments.

The program is certified as a Professional Science Master's (<http://www.sciencemasters.com>) program by the Council of Graduate Schools, combining rigorous study of Human Factors and Usability 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 psychology, computer science, engineering or a related discipline from an accredited undergraduate institution.
- Minimum undergraduate GPA of 2.75.
- GRE Score of least 141 (450) quantitative reasoning and at least 146 (400) verbal reasoning.
- Application essay with a personal statement and how this program fits into those goals. Submit this directly to the Program Director.
- One to three letters of recommendation from persons who know your academic work or your professional work. Three letters are preferred. These should be sent directly to the Program Director on your behalf.
- Application reviewed and approved by the MAS Human Factors and Usability Graduate Admissions Committee.

## Requirements

### Professional Core

|  |  |    |
|--|--|----|
| Select one of the following:                       |  | 3  |
| COM 601  | Professional and Organizational Communications |    |
| ENG 540  | Writing for Management and Supervision         |    |
| ETC 600  | Technical Communications Theory and Practice   |    |
| MGT 603  | Organizational Theory                          | 3  |
| MKT 605  | Strategic Marketing                            | 3  |
| ECO 607  | Managerial Economics                           | 3  |
| MAT 609  | Technical Analysis for Decision Making         | 3  |
| or PSY 515   | Applied Univariate and Multivariate Statistics |    |
| MAS 695  | Graduate Colloquium                            | 3  |
| <b>Human Factors and Usability Testing Courses</b> |  |    |
| PSY 600  | User Experience Principles                     | 3  |
| PSY 610  | User Experience Lab                            | 3  |
| PSY 692  | Designing User Experiences Lab                 | 3  |
| PSY 590  | Human Factors Theory and Methods               | 3  |
| PSY 693  | Seminar in Human Centered Design I             | 2  |
| PSY 680  | Internship                                     | 4  |
| or PSY 695   | Thesis   |    |
| Total Credit Hours                                 |  | 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 capstone.

# Applied Science, Industrial Life Science (Master of Applied Science, M.A.S.)

Dr. Jason Baker, Program Director

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(816) 271-4380

[www.missouriwestern.edu/mas-ils](http://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

### Professional Core

|                              |  |   |
|------------------------------|--|---|
| Select one of the following: |  | 3 |
| COM 601                      | Professional and Organizational Communications |   |
| ENG 540                      | Writing for Management and Supervision         |   |
| ETC 600                      | Technical Communications Theory and Practice   |   |
| MGT 603                      | Organizational Theory                          | 3 |
| MKT 605                      | Strategic Marketing                            | 3 |
| ECO 607                      | Managerial Economics                           | 3 |
| MAT 609                      | Technical Analysis for Decision Making         | 3 |
| or PSY 515                   | Applied Univariate and Multivariate Statistics |   |

|         |                     |   |
|---------|---------------------|---|
| MAS 695 | Graduate Colloquium | 3 |
|---------|---------------------|---|

### Industrial Life Science Courses

|         |  |   |
|---------|--|---|
| 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 |

### Science Elective Courses

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

## 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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(816) 271-4246

[www.missouriwestern.edu/hper/mas-sport-fitness-management](http://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

### Professional Core

|                              |  |   |
|------------------------------|--|---|
| Select one of the following: |  | 3 |
| COM 601                      | Professional and Organizational Communications |   |
| ENG 540                      | Writing for Management and Supervision         |   |
| ETC 600                      | Technical Communications Theory and Practice   |   |
| MGT 603                      | Organizational Theory                          | 3 |
| MKT 605                      | Strategic Marketing                            | 3 |
| ECO 607                      | Managerial Economics                           | 3 |
| MAT 609                      | Technical Analysis for Decision Making         | 3 |
| or PSY 515                   | Applied Univariate and Multivariate Statistics |   |
| MAS 695                      | Graduate Colloquium                            | 3 |

### Sport and Fitness Management Courses

|         |                                    |   |
|---------|------------------------------------|---|
| 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     |
| Select one of the following: |  | 3-6   |
| SFM 630                      | Internship   |       |
| 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 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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(816) 271-5629

[www.missouriwestern.edu/masa/asd-option](http://www.missouriwestern.edu/masa/asd-option) (<https://www.missouriwestern.edu/masa/asd-option>)

[www.missouriwestern.edu/masa/asd-option](http://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 a capstone experience (thesis or internship), 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 designing, conducting 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 either of the graduate programs 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.
- The GRE is not required.

## Requirements

### Professional Core

|         |  |   |
|---------|--|---|
| EDU 510 | Introduction to Research in Education        | 3 |
| EDU 611 | Research Development and Literature Analysis | 3 |
| EDU 615 | Data Informed Analysis and Decisions         | 3 |
| EDU 630 | Capstone                                     | 3 |

### Concentration Requirements

|         |   |   |
|---------|---|---|
| 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 |

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 capstone.



# Autism Spectrum Disorders (ASD)

Dr. Susan M. Bashinski, Program Director  
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(816) 271-5629

[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. 33)
- Assessment, Autism Spectrum Disorders (ASD) (Masters of Applied Science, M.A.S.) (p. 33)

## Autism Spectrum Disorders (ASD) (Graduate Certificate)

### Requirements

#### Certificate Requirements

|         |  |   |
|---------|--|---|
| 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 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>).

## Assessment, Autism Spectrum Disorders (ASD) (Masters of Applied Science, M.A.S.)

### Requirements

#### Professional Core

|         |                                       |   |
|---------|---------------------------------------|---|
| EDU 510 | Introduction to Research in Education | 3 |
|---------|---------------------------------------|---|

|                                   |  |    |
|-----------------------------------|--|----|
| EDU 611                           | Research Development and Literature Analysis   | 3  |
| EDU 615                           | Data Informed Analysis and Decisions   | 3  |
| EDU 630                           | Capstone   | 3  |
| <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                |  | 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 capstone.

# Business Administration (Master of Business Administration)

Logan Jones, Program Director  
jjones81@missouriwestern.edu  
(816) 271-4351

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.

## 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

### Professional Core

|         |   |   |
|---------|---|---|
| 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
- Life and Animal Science

### Concentration Requirements:

- Enterprise Resource Planning (p. 35)
- Forensic Accounting (p. 35)
- General Business (p. 35)
- Life and Animal Science (p. 36)

## Enterprise Resource Planning Concentration

### Concentration Requirements

|   |                               |          |
|---|-------------------------------|----------|
| 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

### Concentration Requirements

|   |   |   |
|---|---|---|
| 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 535                                       | Introduction to Computer Forensics          |   |
| LAW 600                                       | Criminal Law, Evidence and Legal Procedures |   |

**Total Credit Hours**

**9**

## General Business Concentration

### Concentration Requirements

|  |  |   |
|--|--|---|
| Select nine credit hours chosen in consultation with the MBA advisor (with a maximum of three credit hours at the 500 level) |  | 9 |
|--|--|---|

Total Credit Hours

9

## Life and Animal Science Concentration

### Concentration Requirements

|  |   |
|--|---|
| Nine credit hours of CHE, ILS, or BIO courses chosen in consultation with an advisor | 9 |
| Total credit hours   | 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 capstone.

## Digital Media

Dr. Bob Bergland, Program Director

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(816) 271-4446

[www.missouriwestern.edu/digitalmedia](http://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.

## 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. 37)
- Digital Media (Master of Applied Arts, M.A.A.) (p. 37)

## Digital Media (Graduate Certificate)

### Requirements

#### Certificate Requirements

|  |  |    |
|--|--|----|
| 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.

## Digital Media (Master of Applied Arts, M.A.A.)

### Requirements

#### Required Courses

|                    |                                      |    |
|--------------------|--------------------------------------|----|
| 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 capstone.

## Forensic Investigation

Dr. Monty Smith, Program Director

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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://](https://www.missouriwestern.edu/cj-ls-swk/forensic-investigation)

[www.missouriwestern.edu/cj-ls-swk/forensic-investigation](https://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 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

- 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.
- 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. 39)
- Forensic Investigation (Master of Applied Science, M.A.S.) (p. 40)

## Forensic Investigation (Graduate Certificate)

### Requirements

#### Certificate Requirements

|         |  |   |
|---------|--|---|
| LAW 500 | Basic Forensic Pathology and Death Investigation | 3 |
| LAW 600 | Criminal Law, Evidence and Legal Procedures      | 3 |

#### Restricted Electives

Select twelve credit hours from the following: <sup>1</sup> 12

|             |   |
|-------------|---|
| LAW 505     | Research Methods in Criminal Justice                |
| LAW 510     | Bloodstain Pattern Analysis in Violent Crimes       |
| LAW 520     | Quantitative Analysis in Criminal Justice           |
| LAW 525     | Forensic Anthropology for Law Enforcement           |
| LAW 530     | Human Remains: Search, Recovery, and Identification |
| LAW 535     | Introduction to Computer Forensics                  |
| LAW 540     | Forensic Entomology                                 |
| LAW 596-599 | Special Topics                                      |
| LAW 610     | Moot Court  |
| LAW 615     | Forensic Photography and Crime Scene Investigation  |
| LAW 620     | Analysis of Biological Evidence                     |
| LAW 630     | Analysis of Physical Evidence                       |
| LAW 650     | Advanced Research Methods                           |
| LAW 680     | Research and Publication                            |
| LAW 696-699 | Special Topics                                      |

Total Credit Hours 18

<sup>1</sup> At least six credit hours must be 600-level.

### 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. Satisfactory completion of an oral examination.\*
5. Satisfactory completion of a written examination.\*

\*The Executive Director of the Southern Institute of Forensic Science and a committee appointed by Missouri Western State University's Department of Criminal Justice and Legal Studies will determine successful completion of these exams.

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>).

# Forensic Investigation (Master of Applied Science, M.A.S.)

## Requirements

### Professional Core

|         |  |   |
|---------|--|---|
| LAW 500 | Basic Forensic Pathology and Death Investigation | 3 |
| LAW 505 | Research Methods in Criminal Justice             | 3 |
| LAW 520 | Quantitative Analysis in Criminal Justice        | 3 |
| LAW 600 | Criminal Law, Evidence and Legal Procedures      | 3 |

### Restricted Electives

Select twenty-four credit hours from the following: <sup>1</sup> 24

|         |   |
|---------|---|
| LAW 510 | Bloodstain Pattern Analysis in Violent Crimes       |
| LAW 525 | Forensic Anthropology for Law Enforcement           |
| LAW 530 | Human Remains: Search, Recovery, and Identification |
| LAW 535 | Introduction to Computer Forensics                  |
| LAW 540 | Forensic Entomology                                 |
| LAW 610 | Moot Court  |
| LAW 615 | Forensic Photography and Crime Scene Investigation  |
| LAW 620 | Analysis of Biological Evidence                     |
| LAW 625 | Crime Reconstruction and Forensic Case Management   |
| 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                            |

<sup>1</sup> Three credit hour special topics courses are also offered at the 500 and 600-level.

## 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 18 credit hours in 600-level coursework.
5. Satisfactory completion of an oral examination.\*
6. Satisfactory completion of a written examination.\*

\*The Executive Director of the Southern Institute of Forensic Science and a committee appointed by Missouri Western State University's Department of Criminal Justice and Legal Studies will determine successful completion of these exams.

# Information Management, Enterprise Resource Planning (Master of Information Management, M.I.M.)

Dr. Mike Lane, Dean, Craig School of Business

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(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

### Required Courses

|         |   |   |
|---------|---|---|
| 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>)

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

### Required Courses

|         |  |   |
|---------|--|---|
| CSC 500 | Research Methods in Information Systems and Technology | 3 |
| CSC 520 | Advance Networking and Network Administration          | 3 |
| CSC 550 | Applied Cryptography                                   | 3 |
| CSC 605 | Software Implementation and Integration                | 3 |
| CSC 625 | Network Information Systems Security                   | 3 |
| CSC 630 | Database Management and Security                       | 3 |
| CSC 640 | Applied E-Commerce                                     | 3 |
| MAT 609 | Technical Analysis for Decision Making                 | 3 |

### Elective Courses

|  |    |
|--|----|
| Select one from the following two options:     | 12 |
| Group A and two courses from B                 |    |
| Group C and two courses from either A and/or B |    |

Total Credit Hours 36

### Group A

|         |                          |   |
|---------|--------------------------|---|
| CSC 570 | Ethical Hacking          | 3 |
| CSC 580 | Cloud Computing Security | 3 |

### Group B

|            |  |   |
|------------|--|---|
| COM 601    | Professional and Organizational Communications | 3 |
| ETC 508    | Technical Editing                              | 3 |
| or ETC 600 | Technical Communications Theory and Practice   |   |
| or ENG 540 | Writing for Management and Supervision         |   |
| ECO 607    | Managerial Economics                           | 3 |
| EGT 530    | Current Advancements in Engineering Technology | 3 |
| EGT 610    | Advanced Engineering Technology                | 3 |
| LAW 535    | Introduction to Computer Forensics             | 3 |
| LAW 635    | Internet Commerce Fraud and Investigation      | 3 |
| MGT 603    | Organizational Theory                          | 3 |
| MIM 613    | ERP Fundamentals                               | 3 |
| MKT 605    | Strategic Marketing                            | 3 |
| PSY 600    | User Experience Principles                     | 3 |
| PSY 610    | User Experience Lab                            | 3 |

### Group C

|         |                             |   |
|---------|-----------------------------|---|
| CSC 694 | Thesis Preparation          | 3 |
| CSC 695 | Professional Project/Thesis | 3 |

To take CSC694 and CSC695, a student must submit a formal proposal that needs to be approved by the graduate faculty committee of ITAA.

## 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. Students must complete one of the following approved capstone options:
  - a. One Certification (approved by the ITAA program)
  - b. Comprehensive Exam (covers relevant topics from the required courses)



## Nursing

Dr. Carolyn Brose, Program Director

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(816) 271-5912

[www.missouriwestern.edu/nursing/msn](http://www.missouriwestern.edu/nursing/msn) (<https://www.missouriwestern.edu/nursing/msn>)

[www.missouriwestern.edu/nursing/msn](http://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 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&sz=1&usq=AFQjCNGAZsAUhwFHphvYkWYxnTZCCDrEww>). (<https://www.missouriwestern.edu/finaid/gainful-employment-disclosures>)

## 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. 43)
- Nursing (Master of Science in Nursing, M.S.N.) (p. 43)

## Nurse Educator (Graduate Certificate)

### Requirements

#### Certificate Requirements

|   |   |   |
|---|---|---|
| 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 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&sz=1&usq=AFQjCNGAZsAUhwFHphvYkWYxnTZCCDrEww>).

## Nursing (Master of Science in Nursing, M.S.N.)

### Requirements

#### Required Courses

|         |   |   |
|---------|---|---|
| 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 |

**Nursing Track**

|                              |    |
|------------------------------|----|
| Select one of the following: | 12 |
|------------------------------|----|

|                      |
|----------------------|
| Nurse Educator Track |
|----------------------|

|                              |
|------------------------------|
| Health Care Leadership Track |
|------------------------------|

|                    |    |
|--------------------|----|
| Total Credit Hours | 32 |
|--------------------|----|

## Nurse Educator Track

**Track Requirements**

|         |   |   |
|---------|---|---|
| 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

**Track Requirements**

|         |                       |   |
|---------|-----------------------|---|
| MGT 603 | Organizational Theory | 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 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://](https://www.missouriwestern.edu/graduate/profskills)

[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 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&usg=AFQjCNGAzsAUhwFHphvYkWYxnTZCCDrEww>). (<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

### Certificate Requirements

|                              |  |   |
|------------------------------|--|---|
| Select one of the following: |  | 3 |
| COM 601                      | Professional and Organizational Communications |   |
| ENG 540                      | Writing for Management and Supervision         |   |
| ETC 600                      | Technical Communications Theory and Practice   |   |
| MGT 603                      | Organizational Theory                          | 3 |
| MKT 605                      | Strategic Marketing                            | 3 |
| ECO 607                      | Managerial Economics                           | 3 |
| MAT 609                      | Technical Analysis for Decision Making         | 3 |
| or PSY 515                   | Applied Univariate and Multivariate Statistics |   |

|                    |                     |    |
|--------------------|---------------------|----|
| MAS 695            | Graduate Colloquium | 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 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&usg=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](http://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 online at [www.missouriwestern.edu/finaid/gainful-employment-disclosures](http://www.missouriwestern.edu/finaid/gainful-employment-disclosures) (<https://www.missouriwestern.edu/finaid/gainful-employment-disclosures>).

## Admission Admission Requirements

Admission to any of the four 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.
- The GRE is not required.

## Programs

- Teaching English to Speakers of Other Languages (TESOL) (Graduate Certificate) (p. 46)
- Assessment, Teaching English to Speakers of Other Languages (TESOL) (Master of Applied Science, M.A.S.) (p. 47)

## Teaching English to Speakers of Other Languages (TESOL) (Graduate Certificate)

### Requirements

**For Students Seeking the Graduate Certificate Only, but *not* State of Missouri Licensure**

#### Certificate Requirements

|                    |   |    |
|--------------------|---|----|
| 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**

#### Certificate Requirements

|         |   |   |
|---------|---|---|
| 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 online at [www.missouriwestern.edu/finaid/gainful-employment-disclosures](http://www.missouriwestern.edu/finaid/gainful-employment-disclosures) (<https://www.missouriwestern.edu/finaid/gainful-employment-disclosures>).

## 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.

##### Professional Core

|         |  |   |
|---------|--|---|
| EDU 510 | Introduction to Research in Education        | 3 |
| EDU 611 | Research Development and Literature Analysis | 3 |
| EDU 615 | Data Informed Analysis and Decisions         | 3 |
| EDU 630 | Capstone <sup>1,2</sup>                      | 3 |

##### Concentration Requirements

|         |   |   |
|---------|---|---|
| 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 |

<sup>1</sup> A student may choose to complete TSL 665 Practicum in ELL: Elementary and TSL 667 Practicum in ELL: Secondary or three additional credit hours of EDU 630 Capstone.

<sup>2</sup> TSL 665 and TSL 667 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 capstone.

### For students Seeking the Master's Degree *and* State of Missouri Licensure

##### Professional Core

|         |  |   |
|---------|--|---|
| EDU 510 | Introduction to Research in Education        | 3 |
| EDU 611 | Research Development and Literature Analysis | 3 |
| EDU 615 | Data Informed Analysis and Decisions         | 3 |
| EDU 630 | Capstone                                     | 3 |

##### Concentration Requirements

|                              |   |       |
|------------------------------|---|-------|
| 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     |
| Select one of the following: |   | 3 - 4 |
| TSL 665 & TSL 667            | Practicum in ELL: Elementary and Practicum in ELL: Secondary <sup>1</sup> | 4     |
| EDU 630                      | Capstone  | 3     |

<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 capstone.



## Writing

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[www.missouriwestern.edu/eml/graduate-studies/masaw](http://www.missouriwestern.edu/eml/graduate-studies/masaw) (<https://www.missouriwestern.edu/eml/graduate-studies/masaw>)

[www.missouriwestern.edu/eml/graduate-studies/masaw](http://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 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>)

## 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. 48)
- Assessment, Writing (Master of Applied Science, M.A.S.) (p. 49)

## Teaching of Writing (Graduate Certificate)

### Requirements

#### Certificate Requirements

|            |  |   |
|------------|--|---|
| 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         |   |

#### Elective

|   |  |   |
|---|--|---|
| 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  |   |

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.

- 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&usg=AFQjCNGAzsAUhwFHphvYkWYxnTZCCDrEww>). (<https://www.missouriwestern.edu/finaid/gainful-employment-disclosures>)

## Assessment, Writing (Master of Applied Science, M.A.S.)

### Requirements

#### Professional Core

|         |  |   |
|---------|--|---|
| EDU 510 | Introduction to Research in Education        | 3 |
| EDU 611 | Research Development and Literature Analysis | 3 |
| EDU 615 | Data Informed Analysis and Decisions         | 3 |
| EDU 630 | Capstone                                     | 3 |

#### Concentration Requirements

|   |  |   |
|---|--|---|
| EDU 512                                       | Teaching Writing with Technology   | 3 |
| or ENG 512                                    | Teaching Writing with Technology   |   |
| EDU 609                                       | Educational Research Formation   | 3 |
| EDU 610                                       | Prairie Lands Writing Project Invitational Institute                       | 6 |
| or ENG 610                                    | Prairie Lands Writing Project Invitational Institute                       |   |
| EDU 630                                       | Capstone   | 3 |
| ENG 664                                       | Composition Theory and Pedagogy  | 3 |
| Select three credit hours from the following: |  | 3 |
| 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 503                                       | Literature for Children  |   |
| ENG 500                                       | Literature for Adolescents   |   |
| ENG 567                                       | Grammar and the Teaching of Grammar  |   |
| ENG 573                                       | History of the English Language  |   |

|                           |           |
|---------------------------|-----------|
| <b>Total Credit Hours</b> | <b>33</b> |
|---------------------------|-----------|

### Graduation Requirements

- Filing an approved Application for Graduation.
- Satisfactory completion of all required coursework as listed on the approved Program of Study.
- Earn a minimum overall GPA of 3.0, with no more than 6 credit hours of C in all required coursework.
- Official approval of required capstone.

# Written Communication (Master of Applied Arts, M.A.A.)

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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. 50)
- Written Communication - Technical Communication (Master of Applied Arts, M.A.A.) (p. 51)
- Written Communication - Writing Studies (Master of Applied Arts, M.A.A.) (p. 51)

# Technical Communication (Graduate Certificate)

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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.

## 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

| Certificate Requirements |  |    |
|--------------------------|--|----|
| ETC 508                  | Technical Editing                            | 3  |
| ETC 524                  | Writing for Digital Environments             | 3  |
| ENG 540                  | Writing for Management and Supervision       | 3  |
| ETC 600                  | Technical Communications Theory and Practice | 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.

## Written Communication, Technical Communication (Master of Applied Arts, M.A.A.)

### Requirements

#### Required Courses

|                                      |  |   |
|--------------------------------------|--|---|
| 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 |  |

#### Concentration Requirements

|  |  |   |
|--|--|---|
| 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 | Writing for Digital Environments             |  |
| ETC 612 | Seminar in Professional Writing              |  |
| PSY 600 | User Experience Principles                   |  |

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 capstone.

## Written Communication, Writing Studies (Master of Applied Arts, M.A.A.)

### Requirements

#### Required Courses

|                                      |  |   |
|--------------------------------------|--|---|
| 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 |  |

#### Concentration Requirements

|  |                                  |   |
|--|----------------------------------|---|
| 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         |  |

Literature course numbered 500 or higher

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 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.

## 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:** Spring.

**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 (even-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.

### **CHE 680 Intellectual Property in the Scientific Setting Credits: 2**

**Typically Offered:** Summer (even-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 500 Research Methods in Information Systems and Technology Credits: 3

**Course Description:** This course focuses on the research methods, tools, instruments, and devices used in Information Sciences and Information Technology; it appraises the logic of the scientific method, research design, qualitative and quantitative analysis of data for the purpose of conducting and reporting basic research in a scholarly and academic setting. The course will cover the concepts and methods for creating an annotated bibliography and a literature review. It will investigate current trends, legal and ethical issues, global and societal impact, policies, and applications in the fields of information technology, information security, cyber law, digital forensics, and media management. This course evaluates methods to collect, classify, categorize, evaluate, assess, and report research data, to formulate valid research questions, and to derive logical conclusions. The principles, practices, tools, and methodologies presented in this course are applicable throughout the program of graduate studies. **Prerequisite(s):** Admittance to ITAA or approval by instructor.

### CSC 520 Advance Networking and Network Administration Credits: 3

**Typically Offered:** Spring.  
**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 605 Software Implementation and Integration Credits: 3

**Typically Offered:** Fall.  
**Course Description:** The review of major advances in software technology (focusing particularly on database technologies) to better understand the challenges associated with data integration, including \*workarounds\* that IT shops use in making products address the realities of supporting the actual business; data warehousing; business process management through content management and knowledge management; development of large enterprise IT infrastructure; and the criteria used in evaluating products and methodologies. **Prerequisite(s):** Admittance to the Information Technology Assurance Administration program.

### 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:** Fall.  
**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 640 Applied E-Commerce Credits: 3

**Typically Offered:** Spring.  
**Course Description:** This course focuses on the technology foundations and e-business applications in electronic commerce. The topics include the E-Commerce infrastructure, the World Wide Web, E-Commerce site administration, shopping cart and security, etc. **Prerequisite(s):** Admittance to ITAA or approval by instructor.

### 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.



**CSC 694 Thesis Preparation Credits: 3**

**Typically Offered:** Fall, Spring.

**Course Description:** This course will prepare graduate students for a Master's Thesis—a substantive paper of publishable quality that involves original collection or treatment of data and/or results. The final thesis will be completed during the CSC 695 Professional Project/Thesis course.

**Prerequisite(s):** Admittance to ITAA and CSC 500 or its equivalent.

**CSC 695 Professional Project/Thesis Credits: 1-3**

**Typically Offered:** Fall, Spring.

**Course Description:** Focuses on the implementation of ideas developed and proposed from CSC 694. The students can either write a thesis paper or develop a software. Deliverables include finished thesis paper or project documentation. The students must do a PowerPoint presentation of all aspects of the completed project/thesis and demonstrate their project if applicable. **Prerequisite(s):** CSC 694.

## Criminal Justice (LAW)

**LAW 500 Basic Forensic Pathology and 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. Students will attend a series of forensic autopsies to observe the role of this procedure in determining the cause, manner, and mechanism of death.

**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 535 Introduction to 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 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 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 Moot Court Credits: 3**

**Typically Offered:** Departmental Discretion.

**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 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: 1-3****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.

## 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 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:** Spring.

**Course Description:** This course focuses on the development of a research project from the initial selection of refined topic, first considered in EDU 609, to a definitive research proposal. Students will continue their exploration of the concepts and strategies of educational research and apply that information to their own planned research. Students will compare and contrast scholarly publications in order to refine their skills in synthesizing literature, and will participate in the peer review process by providing feedback to classmates regarding literature reviews that have composed. The authentic assessment woven throughout this course is the development of a preliminary presentation of the candidate's proposed capstone project for faculty members and colleagues. 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 higher.

**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 650.

**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 650.

**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 650.**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 or concurrent enrollment in EDU 650.**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 650.**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.

## 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, EED, or SED 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 Writing for Digital Environments Credits: 3**  
**Typically Offered:** Spring (even-numbered years).

**Course Description:** Study of communication assignments likely to be encountered by those creating documentation for access through a variety of digital platforms such as on-line Help, e-books, and mobile applications. Students will practice communication requiring careful on-the-job analysis, planning, preparation, writing and editing. Topics will include current issues such as computer-mediated communication, information 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 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:** Summer (even-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. **Prerequisite(s):** Admission to the MSN Program or consent of department.

### 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 diagnostic reasoning and communication, and documentation of findings throughout the life span. **Prerequisite(s):** Admission to the MSN program.

### 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. **Prerequisite(s):** Admission to the MSN program.

### 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. **Prerequisite(s):** Graduate school admission and NUR 507.

### 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 & issues in nursing education. **Prerequisite(s):** Admission to the MSN program.

### 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. **Prerequisite(s):** Admission to the MSN program.

### 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):** NUR 501, NUR 504, NUR 505, NUR 506, NUR 507, NUR 616, NUR 618, MGT 603 and COM 601.**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 501, NUR 504, NUR 505, NUR 507, NUR 616, NUR 624; and either NUR 506, NUR 606, NUR 607, NUR 618, and MGT 603; or NUR 502, NUR 503, NUR 608, and NUR 610.

## 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

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Dr. Gordon Mapley, Dean & Executive Director

[gmapley@missouriwestern.edu](mailto: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 college students attending satellite sites or taking online courses, business and industry seeking to improve employees' skills and knowledge, adults seeking workplace skills or specific job training, adults seeking to complete a college degree they began earlier in life, high school students seeking college credit, children desiring to expand their skills in art and music, adults seeking personal enrichment, traditional college students taking elective courses, incarcerated individuals pursuing educational goals, and adults needing improvement in literacy skills and English language skills. The Western Institute is also the home for Conferences, the Walter Cronkite Memorial, Scheduling, Study Abroad & Exchange Programs, the Law Enforcement Academy, the Intensive English Program 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 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 provides initial advisement to adults seeking 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), upper-division and graduate credit classes in Kansas City; and English as a Second Language classes.

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 including criminal justice and information management courses.

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.

## Intensive English Program

The Intensive English Program at Missouri Western State University has been developed to offer non-native English speaking students a strong foundation in the English language. This foundation will enable non-native English speaking students to succeed in their chosen academic fields and to become more comfortable living in the community. Each course consists of 5 hours per week of seat time, generally split between 4 hours of lecture and 1 hours of lab. Students in countries outside the U.S. can find information about the Intensive English Program by sending questions to [GoGlobal@missouriwestern.edu](mailto:GoGlobal@missouriwestern.edu). Community students can learn more about the program for non-credit students by completing the form on [www.missouriwestern.edu/iep/noncredit-students](http://www.missouriwestern.edu/iep/noncredit-students) (<https://www.missouriwestern.edu/iep/noncredit-students>). Contact the Intensive English Program Coordinator at (816) 271-4121 for information. View website at [www.missouriwestern.edu/iep/](http://www.missouriwestern.edu/iep/) (<http://www.missouriwestern.edu/iep/>).

Credit and non-credit ELL courses are offered in the Beginning, Intermediate & Advanced level in each of the following areas:

- Listening and Speaking
- Grammar and Composition
- Reading
- Academic Writing

**Listening and Speaking (CED 086 Beginning Listening and Speaking, CED 096 Intermediate Listening & Speaking, CED 166 Advanced Listening & Speaking, depending on level):**

These classes are designed for non-native English speaking students seeking to increase their listening and speaking abilities in English. Study and practice will concentrate on pronunciation skills, speaking skills, presentation skills, listening skills, and American idioms.

**Grammar and Composition (CED 087 Beginning Grammar, CED 097 Intermediate Grammar, CED 167 Advanced Grammar, depending on level):**

These classes are designed for non-native English speaking students seeking to increase their understanding of English grammar and beginning composition. The emphasis of this course will be to study the rules of grammar through simple composition of papers and presentations. Both oral and written grammar will be included in this course.

**Reading (CED 088 Beginning Reading, CED 098 Intermediate Reading, CED 168 Advanced Reading, depending on level):**

These classes are designed for non-native English speaking students seeking to increase their reading skills in English. Study and practice will concentrate on vocabulary expansion, reading comprehension in a variety of genres, word usage, character analysis, and journaling.

**Academic Writing (CED 089 Beginning Academic Writing, CED 099 Intermediate Academic Writing, CED 169 Advanced Academic Writing, CED 179 Transitional Academic Writing, depending on level):**

These classes are designed for non-native English speaking students seeking to improve their writing skills for the college classroom. Students taking these classes will be asked to produce various forms of written work, practice editing and peer-editing, make the necessary corrections, and complete final drafts of their assignments. NOTE: CED 179 Transitional Academic Writing is designed for non-native English speaking students who are also enrolled in ENG 100 Introduction to College Writing during the same semester. This course focuses on reading and writing. Assignments include full-length essays using accurate vocabulary and correct grammar. Emphasis on using transitions and applying appropriate mechanics is maintained. Self-evaluation and peer editing are used to encourage students to work toward clear written expression..

**Registration Procedures:** Most Western Institute courses are open to anyone who may benefit from them. Other courses and programs have specific enrollment requirements. Students may register for most courses through walk-in registration in the office of the Western Institute. Online registration options are also available. Call the Institute (816) 271-4100 or visit us online [www.missouriwestern.edu/wi](http://www.missouriwestern.edu/wi) (<http://www.missouriwestern.edu/wi>) for more information.

**Fees:** Fees 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. Jeanne Daffron**, *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*

**Patsy Smith**, *Interim 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** (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,
- Professional Science Masters – Human Factors and Usability Testing: 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, 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.

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 -- Mama Griffs (a family-focused group), the Craig School of Business 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 Phoenix Chorale,

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, contact Diane Holtz, (816) 271-5651 or [holtz@missouriwestern.edu](mailto:holtz@missouriwestern.edu).

# 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.

**Csengele Barta** (2012) Assistant 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) Associate 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.

**Carolyn Brose** (1998) Associate Professor, School of Nursing & Health Professions. B.S., Oklahoma Baptist University; M.S., Ohio State University; Ed.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) Associate Professor, Health, Physical Education & Recreation Department. B.A., Yon Sei University; M.S., United States Sports Academy; Ph.D., Oklahoma State University.

**Martha Claflin** (2008) Associate Professor, Education Department. B.A., Ottawa University; M.A., University of Denver; Ph.D., University of Kansas.

**Jeanie Crain** (2009) Professor, English & Modern Languages Department. B.A., Berry College; M.A., Ph.D., Purdue University.

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## D

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## T

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## V

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## Z

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# 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.

## C

**Joseph Castellani**, Professor Emeritus of English.

**Richard Crumley**, Professor Emeritus of Biology.

## D

**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

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## P

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## R

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**Carol Roever**, Professor Emerita of Business.

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**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.

**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

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## W

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## Z

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# UNIVERSITY ADMINISTRATION & STAFF

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## A

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## B

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## D

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## F

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## G

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**Kathy Gammon** (1996) Accountant, Accounting Services. B.S.B.A., Missouri Western State University.

**Cathy Gann** (1999) Academic Advisor, Student Success. B.S., Missouri Western State University; M.S., Northwest Missouri 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.

**Jerry Gentry** (2014) Director of Physical Plant, Physical Plant.

**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.

**Robyn Gleason** (2017) Associate Dean for School of Nursing and Health Professions/Director of Nursing Program, Nursing Department. B.S.N., Florida Southern College; M.S.N., University of Florida; Ph.D., University of Florida.

**Rodema Gnuschke** (1996) Library Technician, Senior, Library. B.S.Ed., Missouri Western State University.

**Katey Gorsage** (2016) Assistant Coach (Women's Softball), Athletics. B.S., M.S., Henderson State University.

**Michelle Graham** (2011) Adaptive Technology Specialist, Instructional Media Center. A.A.S., Missouri Western State University.

**Rachel Graves** (2015) Development Officer, Development Office. B.S., Missouri Western State University.

**Jared Greer** (2015) Key Access Specialist/ Assistant Locksmith, Physical Plant. A.S., Hawkeye Community College.

**Martha Greer** (2013) Administrative Coordinator, Campus Printing. B.S., Southeast Missouri State University.

**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.

**Mike Halloran** (2010) Director of Athletic Facilities, Athletics. B.S., Northwest Missouri State 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.

**Carol Hare** (2007) Executive Administrative Associate, Financial Planning & Administration.

**Deborah Hargis** (1998) Records Clerk, Registrars Department.

**Brian Harrah** (2001) Buildings Supervisor, Physical Plant.

**Barb Harris** (2000) Administrative Assistant, Academic, CJLS Department.

**Sherri Hartley** (1997) Accountant, Fixed Assets/Grants, Accounting Services. A.S., B.S.B.A., Missouri Western State University.

**Karma Hartong** (1998) Exempt MOA Employee, Health Information Management. B.S.B.A., Missouri Western State University.

**Billie Hays** (2010) Custodian, 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) Intensive English Specialist, 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.B.A., Missouri Western State University; M.A. University of Central Missouri.

**Brian Hughes** (2012) Groundskeeper, Physical Plant.

**Sara Hunt** (2014) Marketing Coordinator, Western Institute. 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.

## K

**Dennis Keller** (2012) Custodian Supervisor, Physical Plant.

**Erin Keller** (2016) Graduate Records Coordinator, Registrars Department.

**Jake Kelly** (2012) Instructional Design, Web & Applications Programming, 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, Residence Hall, Physical Plant. A.S., B.S.B.A, B.S.W., Missouri Western State University.

**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) Academic Advisor, Western Institute. 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.

**Mike Lane** (2013) Dean, Craig School of Business, Craig School of Business. B.S.B.A., Lowell Technological Institute; M.S., Northeastern University; Ph.D., Texas A&M.

**Kathy Lau** (2013) Administrative Assistant, Counseling Center. A.S., B.S.B.A, Missouri Western State University.

**Steve Lawson** (2017) HVAC/R Technician, Physical Plant.

**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.

**Karen Luke** (1997) Administrative Assistant, CAS Department. A.S., Missouri Western State University.

**Christina Lund** (2013) Administrative Coordinator, School of Fine Arts.

**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. A.S., B.S., Missouri Western State University.

**Gordon Mapley** (2008) Dean for 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.

**Lisa May** (2010) Administrative Coordinator, LAS Department.

**Sarah McCumber** (2014) Information Services Librarian, Library. B.S., University of Central Missouri.

**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.

**Hassan McGaughy** (2012) University Police Officer, University Police.

**Adam McGowan** (2016) Title IX Coordinator, Student Affairs. B.S., Washington State University; J.D., University of Idaho College of Law.

**Amy McLarren** (2012) Assistant Director Residential Life, Residential Life. A.A., Longview Community College; B.S., Missouri State University; M. Ed., Southern Arkansas University.

**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.

**Colin McQuillan** (2016) Assistant Coach (Football), Athletics. B.S., Missouri Western State University.

**Kevin McQuirter** (2007) Video Communications Specialist, Instructional Media Center. B.A., University of Southern Mississippi.

**Derin McQuiston** (2013) Custodian (Auxiliary), Physical Plant.

**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.

**Tyler Meyer** (2016) Transcript Evaluation Coordinator, Admissions Department. B.S.B.A., Missouri Western State University.

**Yvonne Meyer** (2015) Chief, University Police, University Police. A.A.S., Parkland College; B.S., M.P.A., Franklin University.

**Rhonda Miller** (2014) Custodian, 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.

**Michael Moore** (2015) Custodian, Physical Plant.

**Amanda Morrow** (2016) Walter Cronkite Memorial Coordinator, Western Institute. B.A., University of Missouri-Kansas City; M.A., Eastern Illinois University.

**Erin Moutray** (2011) Financial Aid Coordinator, Financial Aid. B.G.S., Missouri Western State University.

**James Mulder** (1998) Information Services Librarian, Library. B.A., Northwestern College; M.A., University of Iowa.

## N

**Murray Nabors** (2008) Dean, Liberal Arts & Sciences, LAS Department. B.S., Yale College; Ph.D., Michigan State University.

**James Neidel** (2002) Mechanical Supervisor, Physical Plant.

**Nancy Nelson** (2016) Developmental Reading Program Coordinator, CAS Department. M.Ed., Northwest Missouri State University.

**Fred Nesslage** (1994) Manager 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.

**David Noah** (1989) Electrician, Physical Plant.

**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

**Kathleen O'Connor** (1981) Dean, Professional Studies, Professional Studies. B.S.N., Creighton University; M.N., University of Kansas; Ph.D., University of Missouri-Kansas City.

**Natasha Oakes** (2014) Associate Director of Athletics/Senior Women's Administrator, Athletics. B.S., Emporia State University.

**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.

**Chet Pobolish** (2016) Assistant Coach (Football), Athletics. B.I.S., Emporia State University.

**Jessica Poet** (2016) Administrative Assistant, Academic, Biology Department.

**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.

**Brandon Prater** (2017) Cashier/Billing Clerk, Business Office.

**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) Applications Programmer, Instructional Media Center.

**Justin Richter** (2016) Assistant Coach (Football), Athletics. B.S., University of Saint Mary.

**Jennifer Riley** (2012) Accountant, Foundation, Foundation. B.S., Truman State University.

**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.

**Anne Roberts** (2017) Administrative Coordinator, Student Development. B.F.A., Oklahoma State University.

**Evan Roberts** (2015) Custodian, Physical Plant.

**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.

**Rob Sample** (2015) Custodian, Physical Plant.

**Victoria Sample** (1999) Central Stores/ Lab Coordinator, Chemistry Department. B.S., Missouri Western State University.

**Laura Sapp** (1997) Administrative Assistant, Western Institute.

**Amy Saxton** (2016) Support Staff Coordinator, WRDCC, WRDCC. B.S., Missouri Western State University.

**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.

**Amy Simmonds** (2016) Web Designer/Developer, Instructional Media Center. B.F.A., B.A., Iowa State University.

**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.

**Cynthia 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.

**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, Physical Plant.

**Dan Stevens** (2015) Academic Advisor, Student Success. B.S.E., M.S.E., Ed.S., Northwest Missouri State University.

**Corey Stewart** (2011) Auxiliary Maintenance Supervisor, Physical Plant.

**Troy Stewart** (2016) HVAC/R Technician, Physical Plant.

**Tara Stoll** (2000) Video Communications Producer, Instructional Media Center. 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.

**Carlton Teff** (2016) Academic Computing Technician, Instructional Media Center. B.S., 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.

**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 Teacher - WRDCC, WRDCC. B.S.Ed., M.Ed., Northwest Missouri State University.

**Stacy Turner** (2002) Special Credit Programs Coordinator, Western Institute.

**Deatra Tyler** (1989) Human Resources, Information System Analyst, Human Resources. B.S.B.A., Missouri Western State University.

## 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) Special Education Teacher, WRDCC, WRDCC. B.S.E., Missouri Western State University.

**Tara Vides** (2015) Administrative Coordinator, Human Resources.

**Jill Voltmer** (2017) University Police Officer, 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.

**Mike Walton** (2016) Assistant Coach (Football), Athletics. B.S., Eastern New Mexico University; M.S., Eastern New Mexico 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.

**Brett Weiberg** (2013) Head Coach (Men's Basketball), Athletics. A.A., Northern Oklahoma College; B.S., Sam Houston University; M.Ed., Northwestern Oklahoma State University.

**Colette Weipert** (2017) Library Technician, Senior Technician Services, Library. B.S., Missouri Western State University.

**Deana Wennihan** (2000) Financial Aid Default Coordinator, Financial Aid.

**Dustin Whetstone** (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) Graduate Records Coordinator, Registrars Department. B.S., Liberty University.

**Bruce Whitsell** (1992) Grounds & Events Supervisor, Physical Plant.

**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, Residence Hall, 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, Leadworker, 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

**Robin Yarnell** (2004) Custodian, Residence Hall, Physical Plant.

**Barbara Young** (1996) Administrative Assistant, Academic, RLEA Department. A.S., Missouri Western State University.

**Matt Young** (2015) Mechanic, Physical Plant.

**Bill Youtsey** (2012) HVAC/R Technician, Physical Plant.

## Z

**Mark Zuptich** (2015) Fleet Manager, Physical Plant.



# ACADEMIC CALENDAR

## 2017-2018 Missouri Western Academic Calendar

### Fall 2017

|                                       |                       |                 |
|---------------------------------------|-----------------------|-----------------|
| Faculty/Staff Plan Week               | August 21-25          |                 |
| Classes Begin                         | August 28             | Monday          |
| Labor Day (no classes/campus closed)  | September 4           | Monday          |
| Registration Begins for Spring        | October 9             | Monday          |
| Mid-term Grades Due                   | October 25            | Wednesday       |
| Last day to Withdraw                  | November 3            | Friday          |
| Fall Break (no classes/campus closed) | November 19-26        | Sunday-Sunday   |
| Last Day of classes                   | December 8            | Friday          |
| Final Exams                           | December 9-15         | Saturday-Friday |
| Commencement                          | December 16           | Saturday        |
| Final Grades Due                      | December 19           | Tuesday         |
| Campus Closed                         | December 24-January 1 |                 |

### Spring 2018

|   |                |                 |
|---|----------------|-----------------|
| Campus re-opens                                   | January 2      | Monday          |
| Martin Luther King Day (no classes/campus closed) | January 15     | Monday          |
| Classes Begin                                     | January 16     | Tuesday         |
| Presidents' Day (classes in session/campus open)  | February 19    | Monday          |
| Registration Begins for Summer/Fall               | February 26    | Monday          |
| Spring Break (no classes/campus open)             | March 11-18    | Sunday-Sunday   |
| Mid-Term Grades Due                               | March 21       | Wednesday       |
| Last Day to Withdraw                              | March 30       | Friday          |
| Last Day of Classes                               | April 27       | Friday          |
| Final Exams                                       | April 28-May 4 | Saturday-Friday |
| Commencement                                      | May 5          | Saturday        |
| Final Grades Due                                  | May 8          | Tuesday         |

### Summer 2018

|   |         |          |
|---|---------|----------|
| Classes Begin for Eight-week/1st Four-week sessions | May 29  | Tuesday  |
| Classes in session                                  | June 1  | Friday   |
| Last Day to Withdraw from 1st Four-week session     | June 14 | Thursday |
| Final Exams for 1st Four-week session               | June 21 | Thursday |
| Classes Begin for 2nd Four-Week session             | June 25 | Monday   |

|   |         |           |
|---|---------|-----------|
| Final Grades Due for 1st Four-Week session        | June 27 | Wednesday |
| Last Day to Withdraw from Eight-week session      | June 28 | Thursday  |
| Independence Day (no classes/campus closed)       | July 4  | Wednesday |
| Classes in session                                | July 6  | Friday    |
| Last Day to Withdraw from 2nd Four-week session   | July 12 | Thursday  |
| Final Exams for Eight-week/2nd Four-week sessions | July 19 | Thursday  |
| Final Grades Due                                  | July 25 | 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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# ACADEMIC CALENDAR

## 2017-2018 Missouri Western Academic Calendar

### Fall 2017

|                                       |                       |                 |
|---------------------------------------|-----------------------|-----------------|
| Faculty/Staff Plan Week               | August 21-25          |                 |
| Classes Begin                         | August 28             | Monday          |
| Labor Day (no classes/campus closed)  | September 4           | Monday          |
| Registration Begins for Spring        | October 9             | Monday          |
| Mid-term Grades Due                   | October 25            | Wednesday       |
| Last day to Withdraw                  | November 3            | Friday          |
| Fall Break (no classes/campus closed) | November 19-26        | Sunday-Sunday   |
| Last Day of classes                   | December 8            | Friday          |
| Final Exams                           | December 9-15         | Saturday-Friday |
| Commencement                          | December 16           | Saturday        |
| Final Grades Due                      | December 19           | Tuesday         |
| Campus Closed                         | December 24-January 1 |                 |

### Spring 2018

|   |                |                 |
|---|----------------|-----------------|
| Campus re-opens                                   | January 2      | Monday          |
| Martin Luther King Day (no classes/campus closed) | January 15     | Monday          |
| Classes Begin                                     | January 16     | Tuesday         |
| Presidents' Day (classes in session/campus open)  | February 19    | Monday          |
| Registration Begins for Summer/Fall               | February 26    | Monday          |
| Spring Break (no classes/campus open)             | March 11-18    | Sunday-Sunday   |
| Mid-Term Grades Due                               | March 21       | Wednesday       |
| Last Day to Withdraw                              | March 30       | Friday          |
| Last Day of Classes                               | April 27       | Friday          |
| Final Exams                                       | April 28-May 4 | Saturday-Friday |
| Commencement                                      | May 5          | Saturday        |
| Final Grades Due                                  | May 8          | Tuesday         |

### Summer 2018

|   |         |          |
|---|---------|----------|
| Classes Begin for Eight-week/1st Four-week sessions | May 29  | Tuesday  |
| Classes in session                                  | June 1  | Friday   |
| Last Day to Withdraw from 1st Four-week session     | June 14 | Thursday |
| Final Exams for 1st Four-week session               | June 21 | Thursday |
| Classes Begin for 2nd Four-Week session             | June 25 | Monday   |

|   |         |           |
|---|---------|-----------|
| Final Grades Due for 1st Four-Week session        | June 27 | Wednesday |
| Last Day to Withdraw from Eight-week session      | June 28 | Thursday  |
| Independence Day (no classes/campus closed)       | July 4  | Wednesday |
| Classes in session                                | July 6  | Friday    |
| Last Day to Withdraw from 2nd Four-week session   | July 12 | Thursday  |
| Final Exams for Eight-week/2nd Four-week sessions | July 19 | Thursday  |
| Final Grades Due                                  | July 25 | 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>).