

# Missouri Western State University

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## Undergraduate Catalog 2011-2012

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# The University

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With its roots in a five-county region of northwest Missouri, Missouri Western State University has proudly served the higher education needs of its constituencies since 1915. Originally founded as St. Joseph Junior College, Western was transformed into a four-year college in 1969 and became a full member of the State of Missouri system in 1977. In 2005, it was designated a university. Today, more than 190 faculty members teach in technologically up-to-date instructional facilities, and excellent recreational facilities are complemented by a beautifully landscaped campus. Enrollment is more than 6,100.

Western is a four-year, state-supported institution providing a variety of degree programs through the Craig School of Business, the college of liberal arts and sciences, and the college of professional studies. 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 suited to the needs of the community and serving groups throughout the nation.

## 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. 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, 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.



### **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 was considered a guardian of riches, and education was 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 university system in 1977.

### **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, the Helene G. Droher Business Development Program, Spratt Memorial Stadium, the Potter Fine Arts Gallery, improvements to the Hearnes Learning Resources Center, the Biology Field Station, Leah Spratt Hall, the Glenn E. Marion Memorial Clock Tower, the University Plaza, and the Agenstein/Remington Halls project.



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 Western's most recent capital campaign, Achieving Greatness.

The MWSU 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 of 32 persons who work closely with the university administration to identify needs and allocate funds.

## **THE WESTERN ALUMNI ASSOCIATION**

The 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 Western and offers student scholarships each year.

The Alumni Association hosts Homecoming activities and reunions, a student / alumni networking luncheon, senior fairs, Commencement receptions for graduates and their families, the St. Joseph Junior College brunch, student mentoring activities, and several regional alumni chapter events throughout the year.

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.

The Association serves more than 20,000 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.griffonalumni.org](http://www.griffonalumni.org).

## **MISSOURI WESTERN AMBASSADORS**

The Missouri Western State University Ambassadors are composed of community and campus women who are interested in the university and what it offers to the community at large. The Ambassadors are an important bridge between the campus and community.

Through their activities, they strive to 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).

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# Consumer Information

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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 <http://www.missouriwestern.edu/sci/>.

- Graduation or completion rates; transfer-out rates of undergraduate students
- Graduation or completion rates and transfer-out rates of undergraduate student athletes
- Equity in Athletics Disclosure Act (report on athletic program participation rates and financial support data)
- Annual security report (Clery Act)
- Annual fire safety report
- Copyright Infringement and Peer-to-Peer File Sharing Policies and Sanctions
- Student body diversity
- Placement of and types of employment obtained by graduates of Missouri Western's degree and certificate programs
- Retention rate as reported to IPEDS
- Vaccinations policy
- Available financial assistance
- Terms and conditions of Title IV loans
- Financial aid application procedures and methods by which financial aid is disbursed
- Rights and responsibilities of Title IV aid recipients
- Cost of attendance
- Refund policy requirements
- Requirements for the return of Title IV funds if a student withdraws from school
- Requirements for officially withdrawing from school
- Family Educational Rights and Privacy Act (FERPA) - rights regarding inspection, review and consent to disclosure of personally identifiable information
- Plans for improving our academic program (if such plans exist)
- Special facilities and services available to students with disabilities, including students with intellectual disabilities
- Information about entities that accredit, approve or license the institution and its programs
- Standards for maintaining satisfactory academic progress (SAP)

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

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# Admission

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Howard McCauley, *Director of Admissions*

271-4266

## NEW STUDENT REGISTRATION PROGRAM

The Office of Admissions offers New Student Registration Programs throughout the summer and one in January that focus on academic advising. These programs assist freshman and transfer students as they make the transition from their previous environment to Western.

## GRIFFON EDGE

Griffon Edge Orientation (CED 131) is a one credit hour, 3 day comprehensive orientation program for new students at Western. This program occurs the week prior to the first week of school. Griffon Edge equips new students with comprehensive information about Western and its services to ease students' transition to higher education and the Western community.

## FIRST-YEAR HOUSING REQUIREMENT

To enhance academic success, Western requires first year students who have not previously attended this University and are taking 9 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.

## GENERAL INFORMATION

### 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 required for college-bound students:

- 4 units of English, one of which may be speech or debate; two units must emphasize composition or writing
- 3 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.

## 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.

## ADMISSION CATEGORIES

Missouri Western State University serves students from a variety of educational backgrounds. Interested prospective students can identify the category under which they wish to seek admission. Specified items under the appropriate category must be submitted and on file in the Office of Admissions before students can be officially admitted. Any student desiring to take credit courses must first be admitted to the University under one of the following categories.

- 1. First Time In College** - students seeking a degree who have not previously attended any college or university.
- 2. College Transfer** - students transferring to MWSU from another college or university.
- 3. Special Student** - students who are not seeking a degree at Missouri Western State University.
- 4. Returning or Certification** - students whose last attendance at MWSU was other than in the semester prior to application or students seeking post-graduate professional certification.
- 5. International Students** - students with a F1 visa status who seek a degree and have not previously attended any college or university or students with a F1 visa status transferring to MWSU from another college or university.

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

To be admitted in this category, applicants must provide:

1. Completed application for admission form.
2. Missouri Minimum Core Curriculum (if graduated after 5/95).
3. Official American College Test (ACT) results and profile. Students age 20 and older are not required to submit ACT scores to complete their admissions file; however, placement tests will be required in some subjects.
4. A high school transcript with a minimum of six semesters of work.
5. Official High school transcript documenting graduation or official General Education Development (GED) equivalency certificate.
6. \$15 nonrefundable application processing fee (this is a one-time fee required only with the initial application to MWSU).

### 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\* of 980 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 (940 or 900 SAT\*) AND 2.30 GPA
- 18 or 17 ACT (860 or 810 SAT\*) AND 2.50 GPA
- 16 or 15 ACT (760 or 710 SAT\*) AND 2.70 GPA

\* 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, and restrictions on when a student may be allowed to register. Students who are admitted with these conditions have the right to request an individual review of their unique situation. These students must provide additional information that demonstrates their potential for academic success at MWSU which will be outlined in their decision letter.

## College Transfer

To be admitted in this category, applicants must provide:

1. Completed application for admission form.
2. Official transcript from each undergraduate college and university attended. Student transcripts received from other colleges and universities become the property of MWSU, and are not reissued to the student or to another institution.
3. \$15 nonrefundable application processing fee (this is a one-time fee required only with the initial application to MWSU).

A transfer student who has completed an Associate of Arts degree (AA), an Associate of Arts in Teaching degree (AAT) degree, the 42-hour general education block (must be noted on the transcript or other official document), or bachelors degree from an accredited Missouri institution is considered to have satisfactorily completed MWSU's general studies requirements (some exceptions apply which will be evaluated on a course by course basis). A transfer student who has completed any other degree or one outside the state of Missouri will have their courses evaluated on a course-by-course basis.

MWSU 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, Communications Studies and Theatre, Computer Science, Mathematics and Physics, Economics, English, Foreign Languages and Journalism, Political Science, Social Work and Sociology, History, Philosophy and Geography, Music and Psychology).
- Earn a minimum of 30 credits in upper-division coursework (300-400 level)
- Earn 30 of the last 45 credit at MWSU in institutional coursework

Refer to [www.missouriwestern.edu/transfer](http://www.missouriwestern.edu/transfer) for transfer credit equivalencies and guidelines.

MWSU adheres to the guidelines of the Missouri Articulation Agreement. Transfer course work is evaluated and awarded on the same basis as credit awarded at MWSU. Consequently, criteria used to evaluate currently enrolled MWSU students is equally applicable to transfer students. Applicants who are considering transferring to MWSU may refer to the Table of Academic Standards contained in this catalog to determine their academic status for transfer admission purposes.

## Appeal Procedure for Transfer Credits

A student has the right to appeal a denial of transfer credit at MWSU. If a transfer student's appeal is denied by MWSU, after all appeal steps internal to MWSU have been exhausted, transfer students can appeal to the state-level committee on transfer and articulation. The student wishing to appeal his or her case at the state level must:

1. File a written appeal with the Admissions and Graduation Committee (see Registrar's Office, Eder 102).
2. Explain in writing the reason for the appeal to the committee on transfer and articulation. Send appeal requests to: Commissioner of Higher Education, Coordinating Board for Higher Education, 3515 Amazonas Drive, Jefferson City, MO 65109.

## Special Student

This category is for the student who is not seeking a degree or certificate at MWSU. Students under suspension are ineligible to be admitted under this category.

Students admitted under this category who later decide to seek a degree at MWSU must re-apply for admission in the appropriate admission category. Consult with the Office of Admissions with any questions concerning your admission status. All applicable credits earned while a special student will be applied to the new admission status.

**Students who apply and are admitted as a special student are not eligible for financial assistance through the University. Additionally, a student will not be permitted to switch to a Special Student Status to avoid penalties imposed by the University.**

### Self-Enrichment

To be admitted in this category, applicants must provide:

1. Completed application for admission form.
2. \$15 nonrefundable application processing fee (this is a one-time fee required only with the initial application to MWSU).

### Visiting High School Student

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

1. Completed application for admission form.
2. Certification and approval from the high school principal or counselor (required each semester prior to enrollment).
3. \$15 nonrefundable application processing fee (this is a one-time fee required only with the initial application to MWSU).
4. 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 MWSU course work to the parent institution for degree applicability must provide:

1. Completed application for admission form.
2. Unofficial transcript or Letter of Good Standing from the parent institution which reflects the student is academically eligible.
3. \$15 nonrefundable application processing fee (this is a one-time fee required only with the initial application to MWSU).

## Returning to MWSU or Seeking Certification

### Returning to MWSU

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 form to reactivate the file.
2. Official transcript from each undergraduate college and university which has been attended since last enrolled at MWSU.
3. Payment of any prior financial obligation to MWSU.

### Purposes of Certification

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

## International Students (F1)

To be admitted in this category, applicants must provide:

1. Application and Application Fee of \$50.00 U.S. dollars (may be paid by an international money order).
2. Official secondary school transcripts with English translation of all course work. The records must indicate secondary education completion and graduation.
3. Official TOEFL (Test of English as a Foreign Language) scores with a minimum of 500 on the paper exam, 61 on the Internet based exam, or 5.5 on the International English Language Test System (IELTS). You must submit official results as we cannot accept photocopies. To facilitate our immediate receipt of your TOEFL results, please use the code number for MWSU, which is 6625 when you take the exam. NOTE: If you do not meet the English requirement you may apply for the Intensive English Program.
4. International Student Financial Statement and Affidavit of Support (students must make payment by the first day of classes).
5. International students transferring from other U.S. colleges or universities must submit official and complete transcripts from each institution to determine eligibility. Transfer credits from post secondary institutions outside of the United States must have a Course-By-Course Credentials Evaluation from World Education Services. The application for the evaluation and the cost incurred is the responsibility of the prospective student and payable to World Education Services.
6. Health Insurance is required of all International Students with a F1 visa status. Students must enroll in MWSU'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.
7. Applicants must submit Mumps, Measles, & Rubella Immunization Certificate and be tested for Tuberculosis.

Missouri Western will only issue an I-20 form when all requirements for admission have been met. Accepted International Students must be enrolled as a full-time student (twelve semester hours) during each semester in order to maintain their student F1 visa status. MWSU will report to the INS, all international students who have been issued an I-20 form who have not reported to the campus within thirty (30) days of the deadline for registration. The deadline for submission of all requirements for admission and I-20 issuance is forty-five (45) days prior to the first day of classes. MWSU strongly recommends ninety (90) days to ensure timely receipt of the Student Visa.

## Exchange Students (J1)

1. Complete the Exchange Application
2. \$50 Application fee
3. Official TOEFL - Score of 500 on the written exam, or 61 on the internet based exam, or 5.5 on the International English Language Test System (IELTS). This must be an official report; it must be sent directly to the Admissions Office at Missouri Western State University.
4. Official transcript from home institution.
5. Letter of good standing and verification of enrollment in a Bachelor program.
6. Two letters of recommendation from professors that can certify applicant's
7. English ability.
8. Verification of financial resources and supporting financial documents (students must make payment by the first day of classes).
9. Health Insurance is required of all International students with a J1 visa status.
10. Students must enroll in MWSU'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.
11. Applicants must submit Mumps, Measles, & Rubella Immunization Certificate and be tested for Tuberculosis.

## SENIOR CITIZEN REGISTRATION

Persons 60 years of age or older may register without payment of tuition, but may be subject to fees and other expenses. All Senior Citizens should make their status known at the Financial Aid Office during registration to assure correct fee assessment. Senior Citizens desiring to register for continuing education courses should contact the Western Institute Office regarding fee assessment.

1. Completed application for admission form.
2. \$15 nonrefundable application processing fee. (This is a one-time fee required only with the initial application to MWSU.)
3. \$15 matriculation processing fee. (This is a one-time fee required only with the initial registration at MWSU.)
4. Course specific fees will not be waived.
5. Recreational/Fitness fees will not be waived.

## VETERANS

Missouri Western State University is approved for training veterans and eligible persons. Application forms for educational assistance (G.I. Bill) and general information for veterans are available in the Office of Veterans Affairs. Also refer to: [www.missouriwestern.edu/financial/veterans](http://www.missouriwestern.edu/financial/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 4 hours of physical education credit. The general education credit will be granted by the Registrar's Office upon presentation of the DD 214 or a letter from Commanding Officer stating initial enlistment date and current military status.

## ADVANCED PLACEMENT PROGRAM TESTS (AP)

Several departments at MWSU give credit for Advanced Placement Program Tests. They include Art; Biology; Business; Chemistry; Computer Science, Mathematics and Physics; English, Foreign Languages and Journalism; Government, Social Work and Sociology; History, Philosophy and Geography; Music; and Psychology. Information regarding specific course credit is available online at [www.missouriwestern.edu/admissions](http://www.missouriwestern.edu/admissions). Please note that Missouri Western State University may accept a total of 30 hours work (maximum applicable to a degree) obtained through non-traditional credit, such as Advanced Placement. A student must be a current degree-seeking student at MWSU 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 MWSU course equivalencies, please visit the Office of Admissions website at [www.missouriwestern.edu/admissions](http://www.missouriwestern.edu/admissions). Missouri Western State University may accept a total of 30 hours work (maximum applicable to a degree) obtained through non-traditional credit, such as International Baccalaureate.

## 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 MWSU or immediate dismissal from MWSU. The University reserves the right to investigate and review the records of any prospective student to determine the applicant's eligibility to enroll.



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# Financial Aid

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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 Western policies. Additional information regarding these, and other topics, is available online at [www.missouriwestern.edu/finaid](http://www.missouriwestern.edu/finaid).**

- Estimated cost of attending Western (information and calculators).
- Sources of federal, state, institutional and private assistance.
- Financial Aid application procedures.
- 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 Western students.
- Policies and other information concerning the administration of financial assistance at Western.

## Communication to Students

The Office of Financial Aid communicates with enrolled and prospective students via the student's 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 Western email account.

## How to Apply for Financial Aid

1. Apply for a PIN from the Department of Education. The PIN (Personal Identification Number) allows students and parents to electronically sign the Free Application for Federal Student Aid (FAFSA). Both the student and parent (if applicable) must request a PIN online at [www.pin.ed.gov](http://www.pin.ed.gov).
2. Complete the Free Application for Federal Student Aid (FAFSA). FAFSA applications are available after January 1st each year. Students may complete the FAFSA online at [www.fafsa.ed.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 Western Competitive Scholarships. Students may apply for Western competitive scholarships beginning in October each year. Unless otherwise specified in the scholarship description, students should complete all application requirements no later than March 1st to be considered. Students may search and apply for scholarships online at [www.missouriwestern.edu/finaid](http://www.missouriwestern.edu/finaid).

## March 1st Priority Deadline

The priority deadline is March 1st for many federal, as well as, Western aid opportunities. The FAFSA should be submitted no later than the second week of February to ensure the March 1st priority deadline is met. Applications will continue to be accepted after March 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 Western email account and will see all required documents listed on *Goldlink*.

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.

## 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 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 Western scholarships.
- Students must enroll in a minimum of six credit hours to be eligible for student loan funds.
- 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 April 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 canceled 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 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.

\*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 their current charges, Western will transfer up to \$750 of pending financial assistance to the student's ID card. These funds may be used to purchase books and supplies at the campus bookstore located in the Blum Student Union. The actual amount used will be charged to the student's account and deducted from pending financial aid. Eligible students will receive notification and instructions via their Western email account 10 days prior to the start of each semester. Only the amount of actual purchases will be deducted from the student's excess financial aid. Any unused funds will be issued to the student in the form of a credit balance refund. A 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:

- A. the student satisfactorily completes a drug rehabilitation program that:
  1. complies with the criteria prescribed in the federal regulations; and
  2. includes two unannounced drug tests;
- B. 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
- C. 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 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, Federal Supplemental Educational Opportunity Grants (FSEOGs), and Federal Perkins Loans.

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.missouri-western.edu/finaid](http://www.missouri-western.edu/finaid).

If a student has received unearned Title IV program funds, 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 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.

The requirements for Title IV program funds when a student withdraws or stops attending are separate from Western's Refund Policy. Therefore, a student may still owe funds to Western to cover unpaid institutional charges. The student will also be responsible for any Title IV program funds that Western was required to return on his or her behalf.

Western's Refund Policy may be found online at [www.missouriwestern.edu/businessoffice](http://www.missouriwestern.edu/businessoffice).

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

## Satisfactory Academic Progress

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 Perkins Loans, Federal Parent Loans, Federal SEOG, and Federal TEACH Grant.

Completion Rate (Pace)	Requirement	Regaining Eligibility
<p>The pace at which a student must progress through an educational program to ensure completion within the maximum timeframe.</p> <p>Pace is calculated by dividing the cumulative number of hours successfully completed by the cumulative number of hours attempted.</p>	<p>Students must successfully complete 70% of all courses attempted to remain eligible for federal financial assistance.</p>	<p>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 (3.00 if pursuing a master's degree).</p> <p>The student will be required to use his or her own financial resources until he or she is again meeting Satisfactory Academic Progress standards.</p>

Maximum Timeframe	Requirement	Regaining Eligibility
<p>The maximum timeframe allowed for completion of a degree program should not exceed 150% of the published length of the program measured in hours attempted.</p> <p>Although students approaching the maximum time frame will be notified of their status, it is the student's responsibility to ensure that his or her degree program is completed within the maximum number of attempted hours.</p> <p>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.</p>	<ul style="list-style-type: none"> <li>• An undergraduate student seeking an associate's degree must complete his or her program within 93 attempted hours.</li> <li>• A student seeking a baccalaureate degree must complete his or her degree program within 186 attempted hours.</li> <li>• A student pursuing a master's degree must complete his or her program within 52 attempted hours.</li> </ul>	<p>A student who has exceeded the maximum timeframe for degree completion is no longer eligible to receive federal financial assistance.</p> <p>The student will be required to use his or her own financial resources to cover the cost of education.</p>
Minimum Cumulative GPA	Requirement	Regaining Eligibility
<p>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.</p>	<p>Students must maintain a minimum cumulative GPA of 2.00 (3.00 if pursuing a master's degree) to remain eligible for federal financial assistance.</p>	<p>A student who loses financial aid eligibility based GPA must receive grades sufficient to increase his or her cumulative GPA to the required 2.00 (3.00 if pursuing a master's degree).</p> <p>The student will be required to use his or her own financial resources until he or she is again meeting Satisfactory Academic Progress standards.</p>

## 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.

Remedial coursework will count as both attempted and completed hours. Transfer hours that are accepted toward the student's educational program will count as both attempted and completed hours.

## Warning Period

A 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.

## 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 must include the following documentation:

- A complete Statement in Support of Appeal found online at [www.missouriwestern.edu/financial/Forms.asp](http://www.missouriwestern.edu/financial/Forms.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 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 has exceeded the maximum timeframe and is pursuing an additional undergraduate degree, after completion of the first undergraduate program, should appeal to the Satisfactory Academic Progress committee. To be considered, the student should be able to complete his or her 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**

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.

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 the 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 Western email account.

## **Veteran's Services**

Missouri Western State University is approved by the Veterans Administration as a training facility for veterans and eligible persons. The School Certifying Official, located in the Financial Aid Office (Eder Hall, Room 103), coordinates the services to more than 300 veterans, dependents and currently serving service-members attending classes and receiving veteran benefits. Students may obtain the following services from this office: 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.missourwestern.edu/finaid](http://www.missourwestern.edu/finaid).



# Academic Policies and Regulations

## COURSE ENROLLMENT POLICIES

### The Continuous Enrollment Rule

Effective the fall semester of 2004, all students who are required to take developmental course work (mathematics-MAT 081, 082, 083, or equivalent; English-ENG 100; or reading-RDG 095) will continuously enroll in required developmental course work until they have been satisfactorily completed. In addition, after students complete developmental courses they will continuously enroll in the corresponding discipline general education courses until those courses are satisfactorily completed. This policy does not negate the twice enrollment rule.

Signature of the advisor or the English/Math/Reading instructor is required to drop ENG 100, MAT 081/082/083 or RDG 095.

### The 60-Credit Hour Rule

Effective the fall semester of 1993, all new students must successfully complete ENG 108 and MAT 110 (or any higher level math course of three or more credits excluding MAT 127 and 132), as required in their degree programs, within the first sixty (60) credit hours earned at MWSU.

Students who do not successfully complete ENG 108 and MAT 110 (or its general studies math equivalent as listed in the Western catalog) as required in their degree programs, within the first sixty credits earned at MWSU may only enroll in those class/classes until ENG 108 and MAT 110 (or its general studies equivalent) are successfully completed. Students will be restricted to only the English and/or math class(es) and will not be allowed to enroll in additional college coursework until ENG 108 and MAT 110/ equivalent are successfully completed.

### The Twice Enrollment Policy

Beginning in Fall 1993, students may enroll in a class at MWSU no more than two times; this is referred to as the "Twice Enrollment Policy". Everyone starts with a "clean slate" in Fall 1993; no previous attempts are counted on classes taken prior to Fall 1993. (Certain classes can be repeated, according to the university catalog; those special classes are exempt from this rule.) Note that this policy indicates an ENROLLMENT limit. A grade of W or audit counts as an enrollment; only one additional enrollment at MWSU in that class would be allowed. (Dropping/adding during late registration, when Ws are not yet given, does not count as an enrollment.

### 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.

## 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. Some departments require academic advising each semester for all majors.

As part of the procedure for the academic advisement / preregistration system at Missouri Western, students should 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 advisors on a regular basis to develop the type of meaningful faculty-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 once 24 credit 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 Office of the Registrar 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](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.

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

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 Office of the Registrar (Eder Hall 102). A hold will not apply retroactively and will remain valid until the student submits notification in writing, stating otherwise. 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 Office of the Registrar, Eder 102 or the University’s Risk Manager, Popplewell 221.

## UNIVERSITY E-MAIL/PORTAL USE POLICY

Missouri Western State University has designated the MWSU e-mail system and the electronic portal [goldlink.missouriwestern.edu](http://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 [goldlink.missouriwestern.edu](http://goldlink.missouriwestern.edu) portal.

The University has determined that use of the MWSU e-mail system and electronic 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 the MWSU portal at least once per week. Faculty and staff are expected to check their e-mail accounts and access the MWSU portal 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 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 this electronic communication medium to stay informed of the activities of MWSU and to communicate in a timely manner.

## STUDENT CLASSIFICATION SYSTEM

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

0 - 29 hours .....	Freshman
30 - 59 hours .....	Sophomore
60 - 89 hours .....	Junior
90 + hours .....	Senior

## COURSE LOAD

The maximum number of credits a student may take is 18 credits per semester or 9 credits in a summer term. This includes day and evening enrollment combined. 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.

## GRADES AND GRADING POLICIES

### Grading System

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

<i>Level of Performance and Letter Grade</i>		<i>Quality Points Earned</i>
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

## 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.

## 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 premajor or Major Declaration Form on file with their chosen department.
3. Students on scholastic 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 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.

## 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.

## 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.

Note that auditing a class counts as an enrollment according to the Twice Enrollment Policy.

## Incomplete Grades

Under certain circumstances, incomplete grades may be given at the discretion of the instructor. 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. 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).

Any instructor recording an incomplete grade should notify his or her department chairperson along with sufficient information, so that should for any reason the instructor not be available during the eight week period, the department chairperson could assign the correct earned grade.

## 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.

## 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.

**Students are eligible to receive credit by examination only if they:**

- Are degree seeking and registered at MWSU;
- Are not 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.

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

- Earned prior credit in the course at MWSU 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 student must be a current degree-seeking student at MWSU before Credit by Examination is entered on the transcript. Normally, students request credit by examination early in their college career to avoid ineligibility at a later date.

A complete list of every course eligible for Credit by Examination is available in the University Testing Center, Eder Hall 203, or at [www.missouriwestern.edu/testingctr](http://www.missouriwestern.edu/testingctr). Please contact the Testing Center for specific guidelines, the Petition for Test Out Form, applicable fees, and to schedule an appointment.

## SCHOLASTIC PROBATION AND SUSPENSION

Students are placed on scholastic probation if the overall grade-point average (GPA) drops below 2.0. Students on probation may need university approval for their semester course schedule.

Students are placed on scholastic 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 scholastic suspension a student:

- Must have been on scholastic 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 MWSU'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*	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

\*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 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 provide documentation and a brief narrative clarifying how the circumstances that caused poor performance have been addressed.

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 submit a letter of appeal in which his or her GPA, recalculated to include only grades earned within the last ten years, is clearly stated. 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 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 university coursework as a degree-seeking student for five or more consecutive years. Hours earned for Continuing Education (CED) 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, and received an overall GPA of 3.0 or higher with no grade lower than a "C" in said hours. Notes: Overall GPA calculation will include grades earned during all semesters since most recent 5 year absence. A student may be disqualified from academic renewal eligibility if more than 15% "W" grades are recorded in the semesters since most recent 5 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 MWSU 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.
- To be eligible for a degree, students must complete a minimum of 24 credits at MWSU after the granting of academic renewal.
- 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.

## 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.

## Honors Convocation

The Honors Convocation Program at Missouri Western State University is designed to recognize outstanding academic achievement of students in the College of Liberal Arts and Sciences, the College of Professional Studies and the Craig School of Business. In the spring of an academic year, student scholars are honored with the Scholastic Key award and special academic awards made to selected graduating seniors.

The Scholastic Key award honors students who have a declared major and have achieved a high grade point average. Awards are given to freshmen with an institutional GPA of 4.0; sophomores with a minimum of 3.8 GPA; and juniors and seniors with a minimum of 3.75 GPA. Special academic awards are reserved for outstanding graduating seniors in accordance with the academic and related criteria established by the individual academic departments.

# Degree Programs and Requirements for Graduation

All students, regardless of major, must meet certain general requirements for certificate and degree programs. This chapter also outlines the requirements for obtaining multiple degrees and double majors as well as the general requirements for minors. Transfer programs are described at the end of this chapter, along with the university policies/regulations that govern eligibility for graduation and for attendance at commencement ceremonies. Specific requirements for each major are presented in the chapter describing each department's offerings. Degree programs and requirements for graduate degrees are described in the graduate bulletin at [www.missouriwestern.edu/graduate](http://www.missouriwestern.edu/graduate).

## Degrees/Majors at MWSU

AAS = Associate of Applied Science

AS = Associate of Science

BA = Bachelor of Arts

BFA = Bachelor of Fine Arts

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

### **Art**

Art

Digital Animation

Graphic Design

Studio Art

## Degrees

BSE

BFA

BFA

BFA

### **Bachelor of Science in Technology (2+2)**

BST

### **Biology**

Biochemistry & Molecular Biology

Biology\*

Biotechnology

Natural Science/Biology

Wildlife Conservation and Management

BS

BS

BS

BS, BS/C

BS

### **Business**

Accounting

Finance

Management

Marketing

BSBA

BSBA

BSBA

BSBA

### **Chemistry**

Biochemistry & Molecular Biology

Chemistry

Medical Technology

Natural Science/Chemistry\*

BS

BS

BS

BS, BS/C

<b>Communication Studies/Theatre/Cinema</b>	
Speech Communication*	BA, BS
Speech/Theatre	BSE
Theatre and Video	BS
<b>Computer Science/Mathematics/Physics</b>	
Computer Information Systems*	BS
Computer Science	BS
Mathematics	BS, BS/C
<b>Criminal Justice/Legal Studies</b>	
Criminal Justice*	AS, BS
Legal Assistant	AS, CERT
<b>Economics</b>	
Economics	BS
<b>Education</b>	
Early Childhood Education	BSE
Elementary Education	BSE
<b>Engineering Technology</b>	
Construction Engineering Technology	BS
Electronics and Computer Engineering Technology	BS
Electronics Engineering Technology	BS
Manufacturing Engineering Technology*	AAS, BS
<b>English/Foreign Languages/Journalism</b>	
English*	BA, BSE
Convergent Media	BS
French	BA, BSE
Spanish	BA, BSE
<b>Health/Physical Education/Recreation</b>	
Physical Education	BS, BS/C
Recreation Sport Management*	BS
<b>History/Philosophy/Geography</b>	
History	BA, BA/C, BS, BS/C
Philosophy	BA
<b>Interdisciplinary Studies</b>	BIS
<b>Music</b>	
Music*	BA, BM, BME
<b>Nursing and Allied Health</b>	
Nursing	BSN
Health Informatics	BS
Health Information Technology	CERT
Physical Therapist Assistant	AAS
<b>Political Science/Social Work/Sociology</b>	
Political Science	BA, BS
Social Work	BSW
Sociology	BS

\* See department information for Concentration Areas

## GENERAL REQUIREMENTS FOR DEGREES

### Major Declaration

Every degree candidate must have on file in the Office of the Registrar 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/ETSP](http://www.missouriwestern.edu/ETSP) 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 department.

### Ten-Year Old Credit

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

### State Legislation Requirement

Sections 10370, 10374, 1037a, 1037b, 1037c (SCS for SB4) of the laws of Missouri, 1947 (Sixth General Assembly), prescribe that all candidates for a degree issued by the colleges and universities of Missouri must have completed courses of instruction in and "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, including the study of American Institutions." Students may comply with the law by successfully completing one of the following courses at MWSU: HIS 140, American History to 1865; HIS 150, American History since 1865; or PSC 101, American National Government; or by completion of an equivalent course (as evaluated at MWSU) from another institution.

### Additional Required Tests

In order to measure student progress toward educational goals, students are required to participate in periodic assessment efforts at MWSU. 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.

### 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 MWSU or immediate dismissal from MWSU.

## 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\*:

- Complete the required courses for the certificate program;
- Earn a minimum of 30 credit hours (100 level and above, 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.

\*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\*:

- Complete the general studies and major requirements;
- Earn a minimum of 62 credit hours (100 level and above, 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; and
- Participate in required departmental and campus-wide assessments.

\*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.

			Credits
<b>Category One — Basic Skills</b>			<b>6</b>
ENG	104	College Writing and Rhetoric (3)	
COM	104	Oral Communication (3)	
<b>Category Two—Social Sciences</b>			<b>3</b>
Select one of the following courses:			
HIS	140	American History to 1865 (3)	OR
HIS	150	American History since 1865 (3)	OR
PSC	101	American National Government (3)	
<b>Category Three—Humanities</b>			<b>3</b>
Select one of the following courses:			
ART	100	Introduction to Art (3)	OR
ENG	210	Approaches to Literature (3)	OR
ENG	220	Introduction to Reading Texts (3)	OR
HIS	200	Ancient and Medieval Civilization (3)	OR
HIS	210	Early Modern Civilization (3)	OR
HIS	230	Modern Europe: 1789 to the Present (3)	OR
HUM	203	Humanities: Ancient and Medieval (3)	OR
HUM	204	Humanities: Middle Ages to the French Revolution (3)	OR
HUM	205	Humanities: American Revolution to the Present (3)	OR
PHL	210	Introduction to Philosophy (3)	OR
MUS	101	Perspectives in Music (3)	OR
THR	113	Introduction to Theatre (3)	
<b>Category Four—Physical Health</b>			<b>3</b>
PED	101	Fitness and Wellness, including lab (3)	
<b>TOTAL</b>			<b>15</b>

# BACCALAUREATE DEGREE PROGRAMS

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

- Bachelor of Arts
- Bachelor of Fine Arts
- 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 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 social work practice.

## General Requirements for Baccalaureate Programs

A student must\*:

- Complete the general studies and major requirements;
- Earn a minimum of 124 credit hours, including 60 from a senior college in the following departments: Art, Biology, Chemistry, Communications Studies, Theatre and Cinema; Computer Science, Mathematics and Physics, Economics, English, Foreign Languages and Journalism, Political Science, Social Work and Sociology, History, Philosophy and Geography, Music, Psychology (100 level and above, 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 course work (exclusive of credit by examination); and
- Participate in required departmental and campus wide assessments.



\*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 MWSU 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.

			Credits
<b>Category One — Basic Skills</b>			12-14
1.	MAT 110 or MAT 112 or MAT 116 or MAT 130 or MAT 137 or MAT 147 or MAT 167		
2.	ENG 104 College Writing and Rhetoric (3)	AND	
	ENG 108 College Writing and Research (3)	OR	
	ENG 112 Honors Composition and Rhetoric (3)		
3.	COM 104 Oral Communication (3)		
<b>Category Two — Natural Sciences</b>			8-10
Select a minimum of 8 credits from two of the following groups:			
1.	BIO 101 Principles of Biology (5)	OR	
	BIO 105 Principles of Organismal Biology (5)		
2.	CHE 101 Introductory Chemistry (4)	OR	
	CHE 104 Fundamentals of Chemistry (5)	OR	
	CHE 111 General Chemistry (5)		
3.	ESC 111 Physical Geology (4)		

4. PHY	101	Physics for the Liberal Arts (4)	OR
PHY	107	Introduction to Physics (4)	OR
PHY	110	College Physics I (4)	OR
PHY	210	University Physics I (5)	
5. PHY	104	Introduction to Astronomy (4)	

**Category Three — Social Sciences**

9

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

1. PSY	101	General Psychology (3)	OR
SOC	110	Introduction to Sociology (3)	OR
SOC	120	General Anthropology (3)	OR
GEO	100	World Geography (3)	OR
ECO	101	Current Issues in the Economy (3)	OR
ECO	260	Principles of Macroeconomics (3)	OR
ECO	261	Principles of Microeconomics (3)	
2. HIS	140	American History to 1865 (3)	OR
HIS	150	American History since 1865 (3)	OR
PSC	101	American National Government (3)	

**Category Four — Humanities**

9

Select one course each from three of the following groups:

1. HIS	200	Ancient and Medieval Civilization (3)	OR
HIS	210	Early Modern Civilization (3)	OR
HIS	230	Modern Europe: 1789 to the Present (3)	OR
HUM	203	Humanities: Ancient and Medieval (3)	OR
HUM	204	Humanities: Middle Ages to the French Revolution (3)	OR
HUM	205	Humanities: American Revolution to the Present (3)	
2. ENG	210	Approaches to Literature (3)	OR
ENG	220	Introduction to Reading Texts (3)	OR
PHL	210	Introduction to Philosophy (3)	OR
PHL	230	Ethics (3)	OR
HUM	250	Comparative Religious (3)	
3. ART	100	Introduction to Art (3)	OR
MUS	101	Perspectives in Music (3)	OR
THR	113	Introduction to Theatre (3)	
4. FRE	100	Elementary French I (3)	OR
GER	100	Elementary German I (3)	OR
SPA	100	Elementary Spanish I (3)	OR
Any higher level 3-credit hour language course			

**Category Five — Physical Health**

4

1. PED	101	Fitness and Wellness, <i>including lab</i> (3)	
2. One lifetime sports physical activity (1)			OR
MIL	105	(1)	

**TOTAL****42-46****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 Technology) 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 departments of Art, Communication Studies/Theatre/Cinema, Economics, English/Foreign Languages/Journalism, Political Science/Social Work/Sociology, History/Philosophy/Geography, Music, and Psychology are required to take one course designated LAS Ethics, and another course designated LAS International/Intercultural. For students with majors in other LAS departments, it is only recommended that students take a LAS Ethics and a 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 (by previous labels) 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.

## 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) 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.

## 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, as listed in the *MWSU Undergraduate Catalog*, 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 four 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  
 Art History  
 Biology  
 Chemistry  
 Childhood Studies (Departments of Criminal Justice and Legal Studies,  
 Education, Health/Physical Education/Recreation, Nursing, English/  
 Foreign Languages/Journalism, Political Science/Social Work/Sociology,  
 Psychology)  
 Computer Information Systems  
 Computer Science  
 Computer Technology  
 Construction Management  
 Creative Writing  
 Criminal Justice  
 Economics  
 English Education  
 English Literature  
 English Technical Communication  
 Finance (Accounting majors only)  
 French  
 General Business (Non-business majors only)  
 Geography  
 German  
 Health Informatics and Information Management  
 History, European  
 History, United States  
 Humanities  
 International Studies (Departments of Business, English/Foreign Languages/  
 Journalism, Political Science/Social Work/Sociology, History/  
 Philosophy/Geography)  
 Journalism  
 Legal Studies  
 Manufacturing Technology  
 Mathematics  
 Military Science  
 Music  
 Musical Theatre (Speech/Theatre majors and Vocal Music majors only)  
 Philosophy  
 Physics  
 Political Science, American Government  
 Political Science, International Affairs

Psychology  
 Recreation Sport Management  
 Religion  
 Sociology  
 Spanish  
 Speech and Theatre  
 Speech Communication  
 Theatre  
 Video Production  
 Wellness (Non-physical education majors)

## GRADUATION AND COMMENCEMENT

### Application for Graduation

To be considered as a candidate for graduation, the student must declare candidacy by filing an Application for Graduation in the Office of the Registrar. Applications are available in Eder 102 or at [www.missouriwestern.edu/registrar](http://www.missouriwestern.edu/registrar). To assure the candidates' records are reviewed prior to the final semester by the Graduate Records Coordinator in the Registrar's Office, the following deadlines must be observed:

**Fall graduates**—July 1  
**Spring graduates**—November 1  
**Summer graduates**—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 above 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.

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 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.

## TRANSFER PROGRAMS

Pre-professional programs in specialized fields are offered for students who plan to transfer to a university for the completion of their studies. Students choosing these programs should select a transfer institution early and should work closely with their academic advisor and counselor. 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.

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 degree upon the student's completion of the necessary coursework.

Missouri Western students have the opportunity to be selected into the Partners Program between the Kansas City University of Medicine and Biosciences and MWSU. Detailed information on this program can be found in the Biology section of the undergraduate catalog.

# Registration and Fees

## THE REGISTRATION PROCESS

Refer to the on-line class schedule at [www.missouriwestern.edu/schedule](http://www.missouriwestern.edu/schedule) for detailed information on registration.

### Registration/Walk-in Registration/Late Registration

Currently enrolled students are encouraged to register early for classes. An alternate PIN is required for registration. The registration period is announced in the academic calendar and on the inside back cover of this University Catalog.

Any student in good standing may register during Walk-in Registration; Walk-in Registration for the spring and fall semesters is held prior to the first day of classes (refer to inside back cover of this University Catalog).

Registered students may, at anytime prior to the first day of classes, drop any or all classes resulting in a reduced fee assessment. Registered students may also add or drop classes according to the schedule listed below using the on-line registration system. A special fee is assessed for adding or dropping classes once the term has started.

Late Registration for the spring and fall semesters is held during the first five days of classes. 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.

## CHANGE OF SCHEDULE

**Regular Semester:** Add - During first five days only  
Drop - First day through fifth day (no transcript entry)  
Withdrawal - 2nd week through Friday of 10th week  
("W" entry on transcript)

Courses dropped during the first week will not appear on the transcript as attempted classes. Courses dropped after the first week through the tenth week will be assigned a grade of W. No course drop(s) or complete withdrawal from class(es) may occur after the tenth week of the semester. No course may be dropped once officially completed. Please refer to the current class schedule or the Registrar's Office for specific dates.

**Summer Session (8-week):** Add - First two days only  
Drop - First day through second day (no transcript entry)  
Withdrawal - 2nd week through Thursday of 5th week  
("W" entry on transcript)

Courses dropped during the first two days will not appear on the transcript as attempted classes. Courses dropped from the third day through the fifth week will be assigned a grade of W. No course drop(s) or complete withdrawals from class(es) may occur after the fifth week of the eight-week summer session. No course may be dropped once officially completed. Please refer to the current class schedule or the Registrar's Office for specific dates.

**Summer Session (4-week):** Add - First day only  
 Drop - First day only (no transcript entry)  
 Withdrawal - 2nd day through Thursday of 3rd week  
 ("W" entry on transcript)

Courses dropped on the first day of the four week session will not appear on the transcript as attempted classes. Courses dropped from the second day through the third week will be assigned a grade of W. No course drop(s) or complete withdrawals from class(es) may occur after the third week of the four-week summer session. No course may be dropped once officially completed. Please refer to the current class schedule or the Registrar's Office for specific dates.

**Intersession/Winter Session:** Add - First day of class  
 Drop - First day only (no transcript entry)  
 Withdrawal - 2nd day through 50% of class completion  
 ("W" entry on transcript)

Courses dropped before second class meeting will not appear on the transcript as attempted classes. Courses dropped from second day prior to 50% of class completion will be assigned a grade of W. No course drop(s) or complete withdrawal from class(es) may occur after this point. No course may be dropped once officially completed. Please refer to the current class schedule or the Registrar's Office for specific dates.

## Dropping RDG 095, ENG 100 or MAT 081/082/083

Signature of the advisor or of the English/Math/Reading instructor is required to drop ENG 100 or MAT 081/082/083 or RDG 095.

## Withdrawal from the University

Prior to the official first day of school, students may drop all classes on-line or by notifying the Registrar's Office in writing. After the first day of school 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 student I.D. number, 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.

## COURSE OFFERING INFORMATION

### Credit Units

The unit of credit is the semester hour, which represents a period of weekly study for a semester. In general, a course carrying 3 credits meets for three periods weekly for one semester. In the catalog, the number of credits is shown in parentheses after the course title.

### 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 Curriculum Committee on a single-offering basis, in order to experiment with innovative methods, content or to take advantage of visiting staff. 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 offered at the university are listed in the University Catalog by schools and departments. Before the opening of each term, a class schedule is available on-line at [www.missouriwestern.edu/schedule](http://www.missouriwestern.edu/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

Abbreviations following the title of the course and the credit indicate the semesters in which the course is normally offered, however course availability is subject to staffing changes and student enrollment: F — the course is offered in the fall semester; Sp — the course is offered in the spring semester; Su — the course is offered in the summer session; DD — the course is offered at the discretion of the department.

## ACCESS TO PERSONAL INFORMATION

Students may access university and personal information by logging into their *Goldlink* account from [www.missouriwestern.edu](http://www.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.

## TRANSCRIPTS AND RECORDS OF ACADEMIC WORK

Official transcripts will have a certifying signature, date of issue, and university seal. Requests for official transcripts require the student's signature and will be processed within 48 hours. 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 participate in required entrance or exit testing. Unofficial transcripts may be obtained by a student through their *Goldlink* account from the MWSU website. Student transcripts received from other colleges and universities become the property of MWSU, and are not reissued to the student or to another institution.

## RESIDENCE

It is the student's responsibility to register under the proper residence and pay proper fees. Petition forms and rules of residency are available in the Registrar's Office. A student requesting a change of residency classification for fee purposes must complete paperwork in the Registrar's Office by the end of the first week of each semester. Students filing a residency petition will be required to furnish evidence in support of the claim.

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 can be found at [www.missouriwestern.edu/businessoffice](http://www.missouriwestern.edu/businessoffice).

Students who complete the registration process must agree to pay the University according to any agreed upon payment schedule with the Business Office. Students who fail to meet the requirements of the payment schedule may have a hold placed on their records, which will prevent them from registering for future semesters, making schedule adjustments and/or receiving an academic transcript.

**Should there be a default or withdrawal from the University, the balance of the account must be paid within thirty (30) days after the default. Students who default on their tuition payment plan will be assessed responsible for all attorney's fees, other costs and charges necessary for the collection of the unpaid balance on defaulted accounts shall be assessed against the student.**

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.
- Students who make schedule changes during the add/drop period will be assessed a late registration fee of \$50.00.
- 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. 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.

* Fall and Spring Semester	Percent of Fee
Withdrawal during first week of classes .....	80%
Withdrawal during second or third week of classes.....	50%
Withdrawal after third week of classes.....	no refund
* Summer Session	Percent of Fee
Withdrawal during first week of classes .....	80%
Withdrawal during second or third week of classes.....	50%
Withdrawal after third week of classes.....	no refund

*\* The fall and spring refund policy as stated above assumes the student is enrolled for the sixteen-week term only. The summer refund policy as stated above assumes the student is enrolled for the eight-week session only. Please check with the Business Office for all other classes.*

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 it is determined the student is eligible for a refund, the funds will be refunded directly to the student only after all charges have been applied to the account. If, however, payment has been made either partially or fully by financial aid (scholarships, grants, or loans) or another source (i.e., Vocational Rehabilitation), the refund will be refunded 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. This appeal must be made during the semester which the refund applies.

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# Course Abbreviations

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ACC	— Accounting
ACT	— Applied Computer Technology
ALH	— Allied Health
ART	— Art
BIO	— Biology
CED	— Continuing Education
CET	— Construction Engineering Technology
CHE	— Chemistry
CHI	— Chinese
COM	— Communication Studies
CSC	— Computer Science
ECO	— Economics
ECT	— Electronics and Computer Engineering Technology
EDU	— Education
EET	— Electronic Engineering Technology
EGT	— Engineering Technology
ENG	— English
EPR	— English Public Relations
ESC	— Earth Science
ETC	— English Technical Communications
FIN	— Finance
FRE	— French
GBA	— General Business Administration
GEO	— Geography
GER	— German
HIF	— Health Informatics
HIS	— History
HIT	— Health Information Technology
HON	— Honors
HUM	— Humanities
INT	— International Study
JOU	— Journalism
LAT	— Legal Assistant
LAW	— Criminal Justice
MAT	— Mathematics
MET	— Manufacturing Engineering Technology
MGT	— Management
MIL	— Military Science
MKT	— Marketing
MTE	— Medical Technology
MUS	— Music
NUR	— Nursing
PED	— Physical Education
PHL	— Philosophy
PHS	— Physical Science
PHY	— Physics
PSC	— Political Science
PSY	— Psychology
PTA	— Physical Therapist Assistant
RDG	— Reading
REL	— Religion
RSM	— Recreation Sport Management
SOC	— Sociology
SPA	— Spanish
SWK	— Social Work
THR	— Theatre
TSL	— Teaching Second Language
UNV	— University Orientation

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# **ACADEMIC AND STUDENT AFFAIRS PROGRAMS**

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# Office of Academic Affairs

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Dr. Jeanne Daffron,  
*Provost and Vice President*

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

271-4364

The Division of Academic Affairs includes the College of Liberal Arts and Sciences, the College of Professional Studies, the Steven L. Craig School of Business, the Western Institute, the Instructional Media Center, the Library, Scheduling Services, and the offices of Admissions, Grants and Sponsored Programs, the Registrar and Graduate Studies.

## GRADUATE STUDIES

Dr. Brian Cronk,  
*Interim Graduate Dean*

[graduate@missouriwestern.edu](mailto:graduate@missouriwestern.edu)

271-4364

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

Missouri Western State University offers professional master's degree programs designed to respond to changing workforce needs and to prepare graduates for present and future professional opportunities. The degrees will provide graduates with the appropriate knowledge and skills required by the professions and industries. These degrees have been developed in concert with practicing career professionals and will prepare graduates for work in various professional fields.

Western offers the following Master's Degree Programs:

### Post-Baccalaureate Graduate Certificates

Autism Spectrum Disorder

Forensic Investigations

Teaching of Writing

Teachers of English to Speakers of Other Languages (TESOL)

### Master of Applied Arts

Integrated Media

- Applied Integrated Media
- Convergent Media

Written Communication

- Writing Series
- Technical Communication

### Master of Applied Science

Applied Science

- Chemistry
- Engineering Technology Management
- Human Factors and Usability Testing
- Information Technology Management

Assessment

- Autism Spectrum Disorder
- Learning Improvement
- Teachers of English to Speakers of Other Languages (TESOL)
- Writing

Forensic Investigations

Further information may be obtained in the Graduate Studies Office, Popplewell 214, or by referring to [www.missouriwestern.edu/graduate](http://www.missouriwestern.edu/graduate).

## UNIVERSITY ORIENTATION COURSES

**UNV 101 Foundations of University Experience (3) F, Sp, Su.** 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.

**UNV 151 Introduction to Critical Thinking (1) F, Sp.** Introduces students to the vocabulary and processes of critical thinking and their application to reading and writing within a seminar setting.

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

**UNV 205 Library Resources and Research (1) F, Sp.** Develops general library skills, research techniques, and strategies for effectively accessing information. Prerequisite: UNV 101.

## HONORS PROGRAM

Dr. Elizabeth Latosi-Sawin, *Director*

271-4535

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

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

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

Applications from students wishing to participate in the Honors Program are encouraged and require the satisfaction of the following admissions requirements:

**Incoming Students** - Incoming students should have an ACT composite score of 26 or above and have a high school GPA of 3.5 or above (on a 4.0 scale).

**Current Students** - Currently matriculated students, who have completed at least 15 but not more than 32 hours of course work with a GPA of 3.5 or above at MWSU or any accredited college or university, are also invited to apply for admissions into General Studies Honors Students who have completed at least 32 hours of coursework with a GPA of 3.5 or above at MWSU or at any accredited college or university are invited to apply for admission to Major Honors.

Further information may be obtained in the Honors Program Office, Spratt Hall 202, or by consulting our website at [www.missouriwestern.edu/honors](http://www.missouriwestern.edu/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 AND
- 6 credit hours of Honors Colloquia, earning an A or a B in each colloquia
- Earn an overall GPA of 3.2 (freshmen) or 3.5 (non-freshmen)

General Studies Honors courses must be taken from faculty at Missouri Western.

The Honors Program is composed of two areas: General Studies Honors and Majors Honors. The following programs offer Major Honors Programs and courses: Art; Biology; Business; Chemistry; Communications; Economics; Education-Elementary Education; English, Foreign Languages & Journalism; Health, Physical Education & Recreation; History; Music; Mathematics; Nursing; Political Science; Psychology; and Social Work. Check with the department chairperson or the Honors Director for specifics about these programs.

**Note:** Declared majors in programs other than the above mentioned, are requested to contact their academic advisor for the Major Honors courses planned for these other major disciplines.

### Tentative Two-Year Cycle of General Studies Honors Courses

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 such as BIO 105, CHE 111, COM 104, ENG 112, ENG 210, MAT 167, and PED 101 are offered each year.

Fall of Even-Numbered Years	Fall of Odd-Numbered Years	Spring of Even-Numbered Years	Spring of Odd-Numbered Years
BIO 105	BIO 105	COM 104	ART 100
CHE 111	CHE 111	ECO 101	COM 104
COM 104	COM 104	ENG 112	ECO 101
ENG 112	ENG 112	ENG 210	ENG 112
ENG 210	HIS 140	HIS 210	GEO 100
HUM 203	HUM 205	PED 101	HIS 150/200
MAT 167	MAT 167	PHL 210/230	HUM 250
MUS 101	MUS 101	PHY 101/104	PED 101
PED 101	PED 101	PSY 101	PHL 210/230
PSC 101	PSC 101	THR 113	PHY 107
			PSY 101
			SOC 110/120

Any student who is not in the Honors Program and who has a GPA of at least 3.0, may petition the Honors Committee to enroll in any honors course.

**HON 195 Honors Colloquium (2) F.** 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 (2) F, Sp.** 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 (1-3) F, Sp.** 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: junior or senior student and consent of instructor and Honors Director.

## MAJORS HONORS

A student who is interested in doing Majors Honors at MWSU must

1. Indicate that intention by completing a Majors Honors application (available in the Honors Office Spratt Hall 202), by identifying a faculty mentor/research advisor, and by submitting the completed application to the Honors Program.
2. Complete 6 credit hours of Honors Colloquia at the 300- level. (If that student has already completed General Studies Honors which requires 6 credit hours, then the colloquia requirement for Majors Honors is reduced to 4 credit hours.) In each colloquia the student needs a grade of A or B.
3. Complete 2 designated 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 just has to do substantial work in the major to satisfy the supervising faculty member and the department.
4. Complete a major research project or creative work that is done in conjunction with the two courses (or in addition to them).
5. Submit a copy of the Majors Honors Research Project to the Honors Office with the signatures of the student and the faculty mentor.
6. Resubmit the Majors Honors application with course work now completed and with the final grades attained along with the final title of the research project.

The Honors Office will verify successful completion of Majors Honors to the Registrar's Office. This designation will be posted on the student's official transcript.

## STUDY ABROAD & EXCHANGE PROGRAMS

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

271-5995

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 Popplewell 203. The email address is [studyaway@missouriwestern.edu](mailto:studyaway@missouriwestern.edu).

**INT 100 International Study-Lower Division (1-12) DD.** 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 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 100 are subject to the pre-approval of the Director of Study Abroad and Exchange Programs.

**INT 200 International Study-Cultural Experience (1-12) DD.** 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 (1-12) DD.** 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.

## APPLIED LEARNING

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

271-5977

Email: [appliedlearning@missouriwestern.edu](mailto:appliedlearning@missouriwestern.edu)

In August of 2005, Western achieved university status and was designated as having a statewide mission in applied learning. Applied learning refers to student learning that occurs in non-traditional contexts on or off the university campus, involves "hands-on learning," and can be either credit-bearing or non-credit bearing. Over 89% of Western students experience a credit-bearing applied learning course during their tenure at Western, and some departments require that all students complete such an experience.

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 of 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.

Non-credit 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.

## BACHELOR OF SCIENCE IN TECHNOLOGY (BST)

The Bachelor of Science in Technology "Two Plus Two" 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.

1. The student must earn an AAS or AS degree;
2. The student must complete the general studies requirements for bachelor of science program;
3. The student must earn a minimum of 30 upper division credit hours;
4. The student must earn a minimum of 30 credit hours (of which at least 18 must be upper division) in an approved area of concentration outside of the field of the associate degree. The courses in the area of concentration must be approved by the primary department of the area and by the dean of the college in which the area of concentration is earned;

5. The student must earn a minimum cumulative GPA of 2.3 in the area of concentration.

Visit the Western Institute in Spratt 105 or call 816-271-4109 for program details.

## BACHELOR OF INTERDISCIPLINARY STUDIES (BIS)

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.

Specific degree requirements include: (1) a minimum of 45 credit hours of upper division (300- and 400-level) courses; (2) a minimum of 24 credit hours (12 upper division) in a single discipline, including at least one course which gives an in-depth study of the methods of investigation for that discipline\*; (3) a minimum of 12 credit hours (9 upper division) from a second discipline, or 12 credit hours in one foreign language; and, (4) at least one course from each of the seven areas listed below. *No more than two courses designated to satisfy the seven area course requirements may be used in the 24- or 12-credit concentrations.* A minimum of 124 credit hours is required for receipt of a baccalaureate degree from Missouri Western State University.

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.

### *Area One - Writing*

COM	345	Nonverbal Communication (3)
ENG	301	Advanced Composition (3)
ENG	385	Creative Writing: Prose (3)
ENG	386	Creative Writing: Poetry (3)
ETC	324	Electronic and Online Communication (3)
Or a course officially designated as Writing Intensive.		

### *Area Two - Analytical and Critical Thinking*

COM	334	Argumentation and Debate (3)
ENG	232	Language Awareness (3)
PHL	219	Logic (3)
PHL	303	Ancient Philosophy (3)
PHL	304	Modern Philosophy (3)
BIO/CHE/PHL	308	History and Philosophy of the Natural Sciences (3)

**Area Three - Computer Literacy and Technological Innovation**

- EPR 326 Desktop Publishing (3)  
 BIO/ENG/HUM/PSC/PSY 314 Technology and Society (3)  
 MUS 210 Introduction to Computer Music Applications (1) and  
 MUS 410 Topics in Computer Music Applications (2)  
 Or a course officially designated as Computer Intensive.

**Area Four - Appreciation and Tolerance for Diversity**

- ENG 320 Literature of Gender and Ethnicity (3)  
 ENG 355 Literature in English: 1860-1914 (3)  
 ENG 356 Literature in English: 1914-1945 (3)  
 ENG 357 Literature in English: 1945-Present (3)  
 HIS 370 History of Latin America (3)  
 PSC 200 International Politics (3)  
 PSY 260 Cross-Cultural Psychology (3)  
 SOC 400 Racial and Ethnic Relations (3)

**Area Five - Ethical and Moral Issues**

- BIO 305 Human Ecology (3)  
 COM 304 Media and Society (3)  
 COM 314 Persuasion (3)  
 ENG 321 Literature and Religion (3)  
 ENG 410 Selected Studies in Literary Genre (3)  
 ENG 430 Selected Studies in Literary Theme (3)  
 ENG 460 Selected Studies in Literary Period or Movement (3)  
 ENG 480 Selected Studies in Literary Authority (3)  
 JOU 303 Media Law and Ethics (3)  
 PSC 310 Political Theory (3)  
 PHL 330 Topics in Ethical Theory (3)

**Area Six - Aesthetic Appreciation**

- ENG/THR 341 Shakespeare (3)  
 PHL 335 Aesthetics and the Arts (3)  
 THR 367 History of the Theatre (3)  
 3 credits of Applied Music or Music Ensemble  
 (all three credits must be with one instrument or the same ensemble)

**Area Seven - Personal Growth and Welfare**

- ALH 352 Applied Nutrition (2)  
 COM 305 Interpersonal Communication (3)  
 COM 324 Small Group Communication (3)  
 FIN 310 Investments (3)  
 PSY 210 Mental Hygiene (3)  
 SOC 360 Sociology of Health and Illness (3)

\*Students may substitute an AS, or AAS degree, for the 24 credit concentration. Students using this option must consult with their Dean to work out the procedure for developing the BIS-degree program.

## HEARNES CENTER

Three important campus resources are located in the Hearnese Center: the Library, the Instructional Media Center (IMC), and the Center for Academic Support. These units are linked in a philosophy of service to students, but each is unique in what it offers. The Library provides access to print materials, some non-print materials, electronic databases, and the Internet and WWW; the Instructional Media Center provides classroom presentation, video/web-based production and distance education support; and the Center for Academic Support provides individualized instruction and tutoring.

## LIBRARY

The Library maintains over 226,000 volumes and holds more than 1,150 journal titles. It is also a State Government Documents Depository. Microfilm, company annual reports, CD-ROM products, pamphlet files, newspapers, and Internet resources provide additional unique information for users. Through its computer-based catalog and circulation system, students can gain quick access to the Library's collection. The TOWERS online catalog and 75 plus online databases are also available via the WWW. Service to clients is of the highest importance to the Library staff. Professionally trained librarians provide individual assistance to students and other users. These librarians help locate information and materials via interlibrary loan or computerized reference data base services. The Library has access to a national data base of over 120 million items, assuring that clients can usually obtain the specific item needed. Group information instruction is enhanced by the availability of a specially equipped computer classroom within the library.

Comfortable surroundings are conducive to study or leisure reading. Individual carrels and small study rooms are available for quiet study while lounge seating and a coffee bar provide a pleasant setting for relaxation and recreational reading. A wireless network is available throughout the Library.

The library houses a 21-workstation general use computer lab which enhances accessibility to a variety of information resources. The Library is a member of the MOBIUS consortium of 60 Missouri academic libraries; membership in the consortium enhances access and distribution of materials among member libraries. Students may request materials directly online through MOBIUS.

## INSTRUCTIONAL MEDIA CENTER

The IMC provides 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. Check the IMC's web site at [www.missouriwestern.edu/imc](http://www.missouriwestern.edu/imc) for additional information.

For assistance, please call 816-271-5880, visit the IMC in Hearn 150 or refer to [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 computer-based multimedia modules to enhance instruction offered in classrooms and via the Web; is responsible for the University's primary Web pages and assists in the development of department-level Web pages; and provides other technology-based services, including 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 video-conferencing 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.

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# Division of Student Affairs

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Dr. Esther Perález, *Vice President for Student Affairs*  
[eperalez@missouriwestern.edu](mailto:eperalez@missouriwestern.edu)

271-4432

Dr. Judith W. Grimes, *Associate Vice President for Student Affairs and Dean of Students*  
[grimes@missouriwestern.edu](mailto:grimes@missouriwestern.edu)

271-5991

Students are central to everything we do and ensuring their success is a core value of the Division of Student Affairs. We are dedicated to supporting the university's mission of access by complementing the educational experiences of students beyond the classroom, linking them to the greater university community, and providing opportunities for personal and professional growth. Successful students are those that have chosen to be involved both inside and outside the classroom. Student Affairs is ready to support, encourage and challenge you to enhance your Western experience by becoming involved.

Student Affairs includes four units: Health and Wellness, Student Academic Support Services, Student Development and Student Services.

The Division of Student Affairs looks forward to working with our motivated and committed students and assisting them as they achieve their career goals and dreams.

## HEALTH AND WELLNESS

### Counseling Center

Counselors are available to assist the student 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; lack of confidence, 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) or phone 271-4327.

### Disability 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. 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. Student documentation must be from within the past three years. Additional information may be found at: [www.missouriwestern.edu/ds](http://www.missouriwestern.edu/ds) or phone 271-4330. The Disability Services Office is located in Eder Hall 203N.

## Student Health Services

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 information. Health records are maintained with STRICT CONFIDENTIALITY.

Students desiring campus residential housing are required to provide a completed Health History Form, a Tuberculosis Risk Assessment and the Immunization Documentation Form signed by their health care provider before being allowed to move into the residence halls. The policy and forms may be found on our website at [www.missouriwestern.edu/HealthServ/](http://www.missouriwestern.edu/HealthServ/).

International students that do not plan to live on campus should complete the Tuberculosis Risk Assessment and the Health History Form and submit them to the Esry Student Health Center, 4525 Downs Drive – Blum 203, St. Joseph, MO 64507.

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

## Recreation Services

A full intramural sports recreation program is offered to enrolled college students and Western personnel. The program of activities includes individual, dual, team sports and special events for men, women and coed. 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, go to our website at: [www.missouriwestern.edu/recreation](http://www.missouriwestern.edu/recreation).

## Baker Fitness Center

The Baker Fitness Center at Missouri Western State University was completed in September 1994. The facility is open to students, faculty, staff, Gold Coat members, and Alumni who purchase a membership. The Fitness Center has state of the art equipment, which includes Nautilus, free weights, the HQ weight line, and aerobic equipment that consists of stair climbers, rowers, nautilus bikes and treadmills. There are restrictions. Males over 45 and women over 55 must obtain a physicians consent. No one under the age of 12 will be admitted. Individuals aged 12 - 15 will only be allowed to work out under direct supervision of a parent or guardian. If an individual is under 18, he/she must have a liability form and permission for care form signed by his or her parent before being allowed to use the facility. All members must bring a valid MWSU ID. A student cannot be a guest. More information can be found at [www.missouriwestern.edu/recreation/fitnesscenter/](http://www.missouriwestern.edu/recreation/fitnesscenter/) or by calling 271-5946.

## STUDENT ACADEMIC SUPPORT SERVICES

### Center for Academic Support

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 math, from beginning algebra through first-semester calculus; 2) tutoring in writing for any course on campus; 3) reading assistance; 4) help with learning strategies, including note-taking and test preparation; 5) content tutoring for most courses on campus. The Center also sponsors study groups, Supplemental Instruction (SI), and special workshops including TI-83 calculator training

and CBASE preparation. 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 web site [www.missouriwestern.edu/cas](http://www.missouriwestern.edu/cas) contains numerous handouts and study tips 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 Western students. For more information or to make an appointment, call 271-4524.

## Student Success

Student Success provides a variety of interventions aimed at promoting student success and student engagement. Student Success staff also provide academic advisement for special groups of students on campus and staff are available to answer a variety of general questions related to academic advisement. Stop by Eder Hall 209 for assistance or call 271-5990. For more information see [www.missouriwestern.edu/advising/](http://www.missouriwestern.edu/advising/).

## Testing

The Testing Office administers several standardized exams. Major testing programs offered through the university include: ACT Residual; American College Test (ACT); College Base Exam (C-Base); College-Level Examination Program (CLEP); Correspondence Testing; Departmental Test-Outs; General Educational Development (GED) test; Graduate Record Exam (GRE); Major Field Tests (MFT); MAPP; Miller Analogies Test; and PRAXIS.

The Testing Office maintains a supply of current applications for several other standardized tests which are not administered at Western, such as the SAT, Law School Admissions Services (LSAT), and others. The Testing Center is located in Eder Hall 203. For more information go to [www.missouriwestern.edu/testing](http://www.missouriwestern.edu/testing) or phone 271-4327.

## 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 the student, faculty, and staff's understanding and appreciation of peoples, traditions and cultural, while promoting academic inquiry and self-reflection. As it is committed to developing leaders and 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 Nelle Blum Student Union, Room 210. Visitors are always welcome. For more information contact The Center for Multicultural Education at 816.271.4150.



## Career Development

Career Development is located in Eder Hall 202. Additional information may be found at [www.missouriwestern.edu/careerdevelopment](http://www.missouriwestern.edu/careerdevelopment) or phone 271-4205.

Career counseling services are provided to all students. Missouri Western graduates hold prominent positions in major corporations, local businesses, government services, health care and education institutions throughout the United States as well as in foreign countries.

Staff members conduct helpful workshops on writing resumes, interviewing strategies, mock interviews, job search and business etiquette. On-line assistance is available on the web site. Career Development provides on-campus interviews with employers, employer fairs, career days, on-line resume referral, job vacancy bulletins, directories of employers and job search assistance.

## Student Employment

Part-time employment opportunities while in college and during the summers are available to all students through the Student Employment Office, Eder Hall 202. These opportunities include all part-time or seasonal work in the St. Joseph and Greater Kansas City area and federal work-study positions, both on and off campus, for those who qualify under financial aid. Internship opportunities are also made available to students who want to gain practical work experience in their major academic area.

These positions must be coordinated through the academic departments if the student wants academic credit for the experience. Job listings are posted on the student employment web site and all applications are completed online [www.missouriwestern.edu/studentemployment](http://www.missouriwestern.edu/studentemployment).

## Student Activities/Organizations

Taking advantage of a wide variety of student activities will develop students intellectually, morally, culturally, emotionally, spiritually, physically and socially. Involvement in student organizations provides opportunities for development in the areas of leadership, personnel management, collaboration, fiduciary management, supervision, organization, communication, networking, and event planning. In addition, involvement exposes students to the larger Western community and affords students direct input as to the management and direction of this institution. For more information, contact the Center for Student Engagement at 271-4159.

Involvement in student activities/organizations enhances the academic mission of Western. Student organizations are offered in the areas of academic/departmental, cultural/ethnic, governance, Greek life, honorary/scholastic, political/advocacy, religious, service, sports and recreation, special interest. Students not finding an organization that meets their interest are invited to form a new student organization. The process for starting new student organizations can be obtained in the Center for Student Engagement, or from our website: [www.missouriwestern.edu/cse](http://www.missouriwestern.edu/cse) located in the Nelle Blum Student Union, Room 207.

Student Engagement offers several leadership programs. The purpose of these is to prepare Western's top students for leadership roles at Western and beyond graduation.

## Non-Traditional Student Services

The Non-Traditional Student Services provides support and assistance for the non-traditional students at Missouri Western and is located in Eder Hall 200. Non-trad students currently comprise 25% of the student population. "Considering College: A Seminar for Adults," designed especially for adults thinking about enrolling in college for the first time or returning to college after several years absence, is scheduled several times each semester.

These informal sessions give non-trad students a chance to meet and visit with each other. Non-Traditional Student Services also sponsors a campus club, the Non-Traditional Student Association, and a national honor society, Omicron Psi, for adult students. For more information, see the website at: [www.missouriwestern.edu/nontrad](http://www.missouriwestern.edu/nontrad) or contact Non-Traditional Student Services at 271-4280.

## International Student Services

The International Student Coordinator is located in Blum Union 210. All international students must meet with the advisor upon arrival at Missouri Western. Students will be invited to an orientation session and provided with a variety of information on the St. Joseph and Kansas City communities. The international advisor can provide answers to a variety of questions including maintaining status, eligibility for employment on and off campus, extension of stay, changing status and concerns regarding post-completion practical training. For more information, call: 271-5998 or refer to [www.missouriwestern.edu/international](http://www.missouriwestern.edu/international).

## Residence Hall Living

Residence Life is an integral part of and exists to support 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 and 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 RAs, whose sole 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 at (816) 383-7100, or visit us in the Commons Building or our website at [www.missouriwestern.edu/reslife](http://www.missouriwestern.edu/reslife).

## STUDENT SERVICES

### Nelle Blum Student Union

The Student Union is the center for co-curricular programs and activities. The Union houses the Barnes and Noble Bookstore, the Dining Hall, Food Court, Catering Services, a Student Computer Lab, technologically advanced event facilities, an ATM, and student commons areas. The following offices are located in the Student Union: Vice President of Student Affairs, Center for Student Engagement, Center for Multicultural Education, Missouri Western State University Police Department, Esry Student Health Center, Student Governor, Student Government Association, Western Activities Council, and Greek Life.

## Student Conduct

As a condition of remaining at Missouri Western State University, the university expects all students to conduct themselves so as to maintain an effective environment for learning; to act responsibly in accordance with good taste; to observe the General University Rules and Regulations and the city, state and federal laws; and to fully respect the rights of others. The Student Handbook on Rights and Responsibilities link, [www.missouriwestern.edu/handbook/](http://www.missouriwestern.edu/handbook/) contains specific information concerning student conduct and related disciplinary action, which may include dismissal in case of serious infraction.

## Student Government Association

Students of Missouri Western State University are members of the Student Union (student body) and encouraged to take part in our system of governing. Visit [www.missouriwestern.edu/sga](http://www.missouriwestern.edu/sga) for more information.

## Bookstore

The University bookstore (Barnes & Noble Bookstore) is located on the first floor of the Student Union. Normal 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. MasterCard, Discover, Visa and American Express cards are accepted. All required textbooks are available at the bookstore. Both new and used textbooks are available for purchase. Many titles can now be rented as well as purchased in a digital format. The bookstore also stocks test guides, Sparknotes, bestselling paperbacks, and a wide variety of other books.

A wide selection of other items is also available at the bookstore including school supplies, art supplies, clothing, insignia novelty items, greeting cards, candy, and many other sundry items.

# Other Services and Interest Groups

## 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).

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

## INFORMATION TECHNOLOGY SERVICES

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

## POLICE DEPARTMENT

The Western Police Department is located on the second floor of Blum Union, Room 201. The Police Department Office is open 8:00 a.m. until 4:30 p.m. Monday through Friday.

The mission of the Police Department is to strive to provide quality service in partnership with the campus community, the city of St. Joseph, and surrounding areas to ensure a safe, secure, and pleasant environment that will support and enhance the educational experience, while helping to fulfill the entire mission of the University.

The Missouri Western campus is patrolled by commissioned police officers 24 hours a day, every day of the year. The officers assist students by responding to calls concerning thefts, vandalism, uninvited guests, fires, vehicle assists, medical assists and any emergency situation. Students may receive assistance by calling 271-4438.

Missouri Western Police Department information is also available at: [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 11:00 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 271-5666. Vehicle operation and parking regulations are also available at [www.missouriwestern.edu/policedepartment/services](http://www.missouriwestern.edu/policedepartment/services).

## GRIFFON PUBLICATIONS

### 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 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 six years of back issues are available on its website, [www.thegriffonnews.com](http://www.thegriffonnews.com). For more information, contact The Griffon News in Eder Hall 221 or phone (816) 271-4446.

### Griffon Yearbook

The Griffon Yearbook is a yearly 250-page campus publication that consistently wins both national and state awards. It covers all aspects of university life through both color and black and white 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 Eder Hall 222 or phone 271-4540.

## ATHLETICS

Griffon Athletics consists of ten intercollegiate athletic teams, four for men (football, basketball, baseball, golf) and six for women (volleyball, basketball, softball, tennis, soccer, golf). 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 16 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 Western. For more information on Griffon Athletics, visit its website at [www.GoGriffons.com](http://www.GoGriffons.com).

# The College of Professional Studies

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

271-4207

Departments of:

Criminal Justice & Legal Studies

Education

Engineering Technology

Health, Physical Education & Recreation

Military Science

Nursing and Allied Health

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, 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 Health Information Technology, and Manufacturing Engineering Technology 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 at Missouri Western State University is to maximize the development of students for roles in the professions and in society through the completion of academic degrees. Programs provide the knowledge, skills and leadership development that are essential for success in the professions or for graduate study. Academic programs incorporate 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 PROGRAMS

Preprofessional programs in specialized fields are offered for students who plan to transfer for the completion of their studies. Students choosing these programs should select a transfer institution early and should work closely with their academic advisor. Contact the academic department listed below for more information. Preprofessional programs in the College of Professional Studies and the advising department(s) include:

Architecture (Engineering Technology)

Engineering (Engineering Technology)

Law (Business; Criminal Justice and Legal Studies; Communication Studies, Theatre and Cinema; English, Foreign Languages and Journalism; History, Philosophy and Geography; Political Science, Social Work and Sociology)

Preprofessional programs in Dentistry, Journalism, Law, Medicine, Med-Tech, Physical Therapy, and Vet-Medicine may be found in the College of Liberal Arts and Sciences section of this catalog.

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# Department of Criminal Justice and Legal Studies

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David Tushaus, *Chairperson*

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271-5627

[http://www.missouriwestern.edu/CJ\\_LS/](http://www.missouriwestern.edu/CJ_LS/)

The Department of Criminal Justice and Legal Studies offers students the option of studying in two separate degree programs: Criminal Justice and Legal Studies.

Students interested in the area of law enforcement, corrections, juvenile delinquency 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 delinquency, 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.

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 [http://www.missouriwestern.edu/cj\\_ls/fil/](http://www.missouriwestern.edu/cj_ls/fil/).

## CRIMINAL JUSTICE AND LEGAL STUDIES

The Criminal Justice Program offers two separate degrees and a minor.

- **Bachelor of Science.** Offered with a major in criminal justice, with five concentration.
- **Associate of Science.** Offered with a major in criminal justice.

The 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.

ADMISSION REQUIREMENTS

Students who want to major in criminal justice should declare their interest to the Department of Criminal Justice and Legal Studies, 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/minor 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/minor form and then forward them to the chairperson for review. The major/minor 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.

GRADUATION REQUIREMENTS

To graduate with a degree in criminal justice, a major must have a minimum 2.00 GPA in credits comprising the core and concentration. In addition, no more than six hours of D will be accepted in courses constituting the core and the concentration for either an A.A. or A.A./A.S. in criminal justice or legal assistant or a B.S. degree in criminal justice. No transfer courses with a grade below C will be accepted for equivalent course credit in the criminal justice major or minor programs, as well as those for legal assistant.

To graduate with a major or minor from the Department of Criminal Justice and Legal Studies, students are required to take a departmental exit exam and/or complete other program exit requirements. Per ABA program approval guidelines, students majoring in legal studies must complete an exit interview with selected CJ/LS faculty. Based upon the degree(s) a student is receiving, they will need to fulfill the following requirements:

DEGREE TO BE AWARDED

- Certificate - Legal Studies
- A.S. - Criminal Justice
- A.S. - Legal Studies
- B.S. - Criminal Justice
- B.S. - Legal Studies

Minor in CJ or LS

TEST REQUIRED

- Exit Interview and Contact Information form
- Pre-Post Test and Contact Information form
- Exit Interview and Contact Information form
- Pre-Post Test and Contact Information form
- Pre-Post Test, Exit Interview, and Contact Information form
- Contact Information Form

BACHELOR OF SCIENCE DEGREE REQUIREMENTS

The Bachelor of Science degree with a major in Criminal Justice consists of 27 credits from the Core, 6 credits from a choice of one of two applied learning tracks, a concentration area of 17-19 credits in either Administration, Corrections, Juvenile Delinquency, Law Enforcement, or Legal Studies, and either 12 restricted elective credits or an approved minor or certificate.



## Major in Criminal Justice

### Core

			Credits
LAT	101	Introduction to Law	3
LAT	335	Introduction to Mediation	3
LAW	100	Introduction to Criminal Justice	3
LAW	110	Juvenile Delinquency	3
LAW	210	Introduction to Theories of Crime	3
LAW	255	Understanding Research in Criminal Justice	3
LAW	260	Criminal Law	3
LAW	310	Criminal Investigation	3
LAW	410	Intermediate Criminal Law	3
<b>TOTAL CORE</b>			<b>27</b>

Choose one of the following Applied Learning tracks (6 credit hours total):

LAW	465	Internship	3
LAW	470	Senior Seminar	3
			<b>OR</b>
LAW	405	Research Methods	3
LAW	420	Senior Research	3
<b>TOTAL APPLIED LEARNING</b>			<b>6</b>
<b>TOTAL CORE + APPLIED LEARNING TRACK</b>			<b>33</b>

### Concentration: Administration

Core Courses plus All of the Following:

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
<b>Total Concentration</b>			<b>17</b>

Choice of a minor, approved certificate OR restricted electives (Choose 12 credit hours from the following courses):

LAT	340	Study Away in Criminal Justice & Legal Studies (1-3)	
LAT	370	Domestic Relations (3)	
LAT	492	Selected Legal Topics (1-3)	
LAW	200	Penology and Corrections (3)	
LAW	270	Probation and Parole (3)	
LAW	290	Practicum I (3)	
LAW	320	Criminal Evidence (3)	
LAW	392	Selected Criminal Justice Topics (3)	
LAW	430	Corrections Management (3)	
LAW	440	Juvenile Law and Procedures (3)	
LAW	450	Independent Research (1-6)	
LAW	465	Internship (3)	
LAW	470	Senior Seminar (3)	
LAW	492	Advanced Selected Criminal Justice Topics (1-3)	
POL	100	Critical Aspects of Policing I (3)	
POL	130	Critical Aspects of Policing II (3)	
POL	150	Police Methods and Operations (6-12)	
PSY	230	Psychology of Communication (3)	
PSY	309	Abnormal Psychology (3)	
SOC	430	Criminology (3)	

To fulfill the Applied Learning requirement, the B.S. in C.J., Concentration in Administration, will require students to take LAW380 Research Methods and LAW420 Senior Research. 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.

<b>TOTAL APPLIED LEARNING</b>	<b>6</b>
<b>TOTAL CORE, APPLIED LEARNING &amp; CONCENTRATION</b>	<b>50</b>

*Choice of a minor, approved certificate OR restricted electives (Choose 12 credit hours from the following courses):*

LAT 340	Study Away in Criminal Justice & Legal Studies (1-3)	
LAT 370	Domestic Relations (3)	
LAT 492	Selected Legal Topics (1-3)	
LAW 200	Penology and Corrections (3)	
LAW 270	Probation and Parole (3)	
LAW 290	Practicum I (3)	
LAW 320	Criminal Evidence (3)	
LAW 392	Selected Criminal Justice Topics (3)	
LAW 430	Corrections Management (3)	
LAW 440	Juvenile Law and Procedures (3)	
LAW 450	Independent Research ( 1-6)	
LAW 465	Internship (3)	
LAW 470	Senior Seminar (3)	
LAW 492	Advanced Selected Criminal Justice Topics (1-3)	
POL 100	Critical Aspects of Policing I (3)	
POL 130	Critical Aspects of Policing II (3)	
POL 150	Police Methods and Operations (6-12)	
PSY 230	Psychology of Communication (3)	
PSY 309	Abnormal Psychology (3)	
SOC 430	Criminology (3)	

**Concentration: Corrections**

*Core Courses plus All of the Following:*

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 430	Corrections Management	3
SOC 430	Criminology	3
<i>Total Concentration</i>		<b>18</b>
<b>TOTAL CORE, APPLIED LEARNING &amp; CONCENTRATION</b>		<b>51</b>

*Choice of a minor, approved certificate OR restricted electives (Choose 12 credit hours from the following courses):*

LAT 340	Study Away in Criminal Justice & Legal Studies (1-3)	
LAT 370	Domestic Relations (3)	
LAT 492	Selected Legal Topics (1-3)	
LAW 280	Criminalistics (5)	
LAW 290	Practicum I (3)	
LAW 315	Criminal Justice Concepts and Issues (3)	
LAW 320	Criminal Evidence (3)	
LAW 405	Research Methods (3)	
LAW 392	Selected Criminal Justice Topics (1-3)	
LAW 420	Senior Research (3)	
LAW 440	Juvenile Law and Procedures (3)	
LAW 450	Independent Research (1-6)	
LAW 460	Administration and Planning (3)	

LAW 465	Internship (3)
LAW 470	Senior Seminar (3)
LAW 492	Advanced Selected Criminal Justice Topics (1-3)
PSY 230	Psychology of Communication (3)

### **Concentration: Juvenile Delinquency**

*Core Courses plus All of the Following:*

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
<i>Total Concentration</i>		<u>18</u>
<b>TOTAL CORE, APPLIED LEARNING &amp; CONCENTRATION</b>		<b>51</b>

*Choice of a minor, approved certificate OR restricted electives (Choose 12 credit hours from the following courses):*

LAT 340	Study Away in Criminal Justice & Legal Studies (1-3)
LAT 420	Civil Rights Law (3)
LAT 492	Selected Legal Topics (1-3)
LAW 280	Criminalistics (5)
LAW 290	Practicum I (3)
LAW 315	Criminal Justice Concepts and Issues (3)
LAW 320	Criminal Evidence (3)
LAW 405	Research Methods (3)
LAW 392	Selected Criminal Justice Topics (1-3)
LAW 420	Senior Research (3)
LAW 430	Corrections Management (3)
LAW 450	Independent Research ( 1-6)
LAW 460	Administration and Planning (3)
LAW 465	Internship (3)
LAW 470	Senior Seminar (3)
LAW 492	Advanced Selected Criminal Justice Topics (1-3)
PSY 230	Psychology of Communication (3)
PSY 309	Abnormal Psychology (3)

### **Concentration: Law Enforcement**

*Core Courses plus All of the Following:*

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
<i>Total Concentration</i>		<u>19</u>
<b>TOTAL CORE, APPLIED LEARNING &amp; CONCENTRATION</b>		<b>52</b>

*Choice of a minor, approved certificate OR restricted electives (Choose 12 credit hours from the following courses):*

LAT 340	Study Away in Criminal Justice & Legal Studies (1-3)
LAT 370	Domestic Relations (3)
LAT 420	Civil Rights Law (3)
LAT 492	Selected Legal Topics (1-3)
LAW 200	Penology and Corrections (3)
LAW 270	Probation and Parole (3)
LAW 290	Practicum I (3)

LAW 315	Criminal Justice Concepts and Issues (3)
LAW 320	Criminal Evidence (3)
LAW 405	Research Methods (3)
LAW 392	Selected Criminal Justice Topics (3)
LAW 420	Senior Research (3)
LAW 430	Corrections Management (3)
LAW 440	Juvenile Law and Procedures (3)
LAW 450	Independent Research ( 1-6)
LAW 465	Internship (3)
LAW 470	Senior Seminar (3)
LAW 492	Advanced Selected Criminal Justice Topics (1-3)
POL 100	Critical Aspects of Policing I (3)
POL 130	Critical Aspects of Policing II (3)
POL 150	Police Methods and Operations (6-12)
PSY 230	Psychology of Communication (3)
PSY 309	Abnormal Psychology (3)
SOC 430	Criminology (3)

**Concentration: Legal Studies**

*Core Courses plus All of the Following:*

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
<i>Total Concentration</i>		<u>18</u>
<b>TOTAL CORE, APPLIED LEARNING &amp; CONCENTRATION</b>		<b>51</b>

*Choice of a minor, approved certificate OR restricted electives (Choose 12 credit hours from the following courses):*

LAT 230	Real Property (3)
LAT 320	Tort Law (3)
LAT 340	Study Away in Criminal Justice & Legal Studies (1-3)
LAT 360	Probate Law (3)
LAT 370	Domestic Relations (3)
LAT 420	Civil Rights Law (3)
LAT 430	Conflict Management (3)
LAT 492	Selected Legal Topics (1-3)
LAW 290	Practicum I (3)
LAW 315	Criminal Justice Concepts and Issues (3)
LAW 320	Criminal Evidence (3)
LAW 405	Research Methods (3)
LAW 392	Selected Criminal Justice Topics (3)
LAW 420	Senior Seminar (3)
LAW 440	Juvenile Law and Procedures (3)
LAW 450	Independent Research (1-6)
LAW 460	Administration and Planning (3)
LAW 465	Internship (3)
LAW 470	Senior Seminar (3)
LAW 492	Advanced Selected Criminal Justice Topics (1-3)
GBA 211	Business Law I (3)
GBA 311	Business Law II (3)
PSY 230	Psychology of Communication (3)

# ASSOCIATE OF SCIENCE DEGREE REQUIREMENTS

## Major in Criminal Justice

Major Requirements			Credits
LAT	335	Introduction to Mediation	3
LAW	100	Introduction to Criminal Justice	3
LAW	110	Juvenile Delinquency	3
LAW	210	Introduction to Theories of Crime	3
LAW	255	Understanding Research in Criminal Justice	3
LAW	260	Criminal Law	3
LAW	280	Criminalistics	5
LAW	310	Criminal Investigation	3
MAT	110	Contemporary Problem Solving	OR
MAT	112	Finite Mathematics	OR
MAT	116	College Algebra	3
PSY	101	General Psychology	OR
SOC	110	Introduction to Sociology	3
Plus 17-18 credits of restricted electives:			17-18
ENG	108	College Writing & Research	
LAW	130	Modern Police Procedures	
LAW	140	Traffic Control & Accident Investigation	
LAW	200	Penology and Corrections	
LAW	270	Probation & Parole	
LAW	275	Police Photography	
LAW	290	Practicum I	
LAW	300	Criminal Justice Communications	
LAW	315	Criminal Justice Concepts and Issues	
LAW	320	Criminal Evidence (3)	
LAW	392	Selected Criminal Justice Topics (1-3)	
LAW	410	Intermediate Criminal Law	
LAW	440	Juvenile Law & Procedures	
LAW	460	Administration and Planning	
LAW	465	Internship	
POL	100	Critical Aspects of Policing I (3)	
POL	130	Critical Aspects of Policing II (3)	
POL	150	Police Methods and Operations (6-12)	
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	
<b>TOTAL CREDITS</b>			<b>52-53</b>

## MINOR REQUIREMENTS

### Minor in Criminal Justice

Requirement			
Select 4 of the following (3 credits each)			12
LAW	100	Introduction to Criminal Justice	
LAW	110	Juvenile Delinquency	
LAW	130	Modern Police Procedures	
LAW	140	Traffic Control and Accident Investigation	
LAW	260	Criminal Law	
LAW	310	Criminal Investigation	
LAW	xxx	6 Credits in LAW courses numbered 300 or higher	6
<b>TOTAL</b>			<b>18</b>

## Minor in Childhood Studies

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.

Students must successfully complete at least eighteen hours from the following list of classes. 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:**

			<i>Credits</i>
EDU	315	Psychology and Education of the Exceptional Child (Declared Childhood Studies minors are exempt from EDU303 and EDU304 as prerequisites for this course.)	2
EDU	421	Family, Community and Schools-Partnering for Young Children (Declared Childhood Studies minors are exempt from EDU358 as a prerequisite for this course.)	3
EDU	420	Counseling Techniques/Parents	2
ENG	400	Literature for Adolescents	3
ENG	403	Literature for Children	3
LAT	370	Domestic Relations	3
LAW	110	Juvenile Delinquency	3
LAW	440	Juvenile Law and Procedures	3
NUR	433	Health Alterations: Maternal/Child	6
PED	392	Child Growth and Motor Development	3
PSY	240	Life-span Developmental Psychology	OR
PSY	319	Child/ Adolescent Psychology (Prerequisite: PSY101. Declared Childhood Studies minors are exempt from PSY200 as a prerequisite for this course.)	3
PSY	470	Child Psychopathology and Exceptionalities (Prerequisite: PSY101 and either PSY240 or PSY319. Declared Childhood Studies minors are exempt from PSY200 as a prerequisite for this course.)	3
SOC	330	The Family	3
SWK	325	Family and Child Welfare	3
*Internship:		Relevant field experience/practicum/internship through any academic department. May be repeated for credit.	1-3
*Relevant Special Topics Course offered through any academic department.		May be repeated for credit.	1-3
*Relevant Independent Study arranged with any full-time faculty member.		May be repeated for credit.	1-3

\*Only three credit hours of any one internship (including student teaching), special topics course, or independent study maybe applied to the minor.

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. Students enrolled in the Minor in Childhood Studies will also be assigned an advisor from the Childhood Studies Committee. Programs of study shall be kept on file by the Director of Childhood Studies.

# LEGAL STUDIES

The Legal Studies Program offers a course of study designed to prepare the individual to work in the new and 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); and
- Perform the functions of a legal assistant under the supervision of a practicing attorney.

## ASSOCIATE OF SCIENCE DEGREE REQUIREMENTS

### Major in Legal Assistant

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.

Required Courses (33 credits)			Credits
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	290	Practicum I	3
ENG	108	College Writing & Research	3
MAT	110	Contemporary Problem Solving (or higher)	3
PSC	101	American National Government	3

<b>Restricted Legal Electives (12 Credits)</b>			<b>12</b>
LAT	230	Real Property (3)	
LAT	320	Tort Law (3)	
LAT	335	Introduction to Mediation (3)	
LAT	340	Study Away in Criminal Justice & Legal Studies (1-3)	
LAT	360	Probate Law (3)	
LAT	370	Domestic Relations (3)	
LAT	420	Civil Rights Law (3)	
LAT	430	Conflict Management (3)	
LAT	492	Selected Legal Topics (1-3)	
LAW	320	Criminal Evidence (3)	
LAW	465	Internship (3)	
GBA	211	Business Law I (3)	
GBA	311	Business Law II (3)	
<b>TOTAL</b>			<b>45</b>

CERTIFICATE REQUIREMENTS

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 and ENG 108 (or their equivalents or otherwise demonstrate a proficiency in English).

To earn a Legal Assistant Certificate, the student must complete the following requirements:

- 1. Complete all core requirements (24 credits);
- 2. Complete at least 3 restricted electives (9 credits); and
- 3. Maintain a grade-point average of 2.5 or higher.

<b>Core Requirements (24 credits)</b>			<i>Credits</i>
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	290	Practicum I	3



**Restricted Electives (9 hours)**

9

- LAT 230 Real Property (3)
- LAT 320 Tort Law (3)
- LAT 335 Introduction to Mediation (3)
- LAT 340 Study Away in Criminal Justice & Legal Studies (1-3)
- LAT 360 Probate Law (3)
- LAT 370 Domestic Relations (3)
- LAT 420 Civil Rights Law (3)
- LAT 430 Conflict Management (3)
- LAT 492 Selected Legal Topics (1-3)
- LAW 320 Criminal Evidence (3)
- GBA 211 Business Law I (3)
- GBA 311 Business Law II (3)

**TOTAL**

**33**

**MINOR REQUIREMENTS**

**Minor in Legal Studies**

**Requirements**

*Credits*

- LAT 101 Introduction to Law
- Select 6 of the following (3 credits each)
- 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

3

18

**TOTAL**

**21**

**Semester Designation**

- F -- the course is offered in the fall semester
- Sp -- the course is offered in the spring semester
- Su -- the course is offered in the summer semester
- DD -- the course is offered at the discretion of the department

**CRIMINAL JUSTICE COURSES**

Waiving of any course prerequisites requires prior departmental authorization.

**LAW 100 Introduction to Criminal Justice (3) F, Sp, Su.** 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 Juvenile Delinquency (3) F, Sp, Su.** 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 (3) F, Sp.** 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 (3) F, Sp.** 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 200 Penology and Corrections (3) F, Sp.** 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: LAW100.

**LAW 210 Introduction to Theories of Crime (3) F, Sp, Su.** LAW210 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, 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 crime and technologies. Prerequisite: 9 hours in criminal justice or permission of course instructor.

**LAW 255 Understanding Research in Criminal Justice (3) F, Sp.** 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: Completion of 9 credit hours in criminal justice or legal studies. Completion of the General Studies Math requirement and prior computer experience is recommended. CSC201 is recommended for students without prior computer experience.

**LAW 260 Criminal Law (3) F, Sp, Su.** 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: Completion of 9 credit hours in criminal justice or legal studies.

**LAW 270 Probation and Parole (3) F, Sp.** Examines probation, parole and alternatives to confinement and their effectiveness in curbing future criminal behavior. Prerequisite: LAW100.

**LAW 275 Police Photography (2) F, Sp.** 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: Completion of 6 credit hours in criminal justice or legal studies or permission of the instructor.

**LAW 280 Criminalistics (5) F, Sp.** 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: Completion of 8 credit hours in criminal justice or legal studies.

**LAW 283 Introduction to Research Methods in Criminal Justice/Legal Studies (1-2) (DD).** 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: Departmental approval.

**LAW 290 Practicum I (3) F, Sp, Su.** 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. Prerequisites: Declared Criminal Justice or Legal Studies major and completion of 9 credit hours in criminal justice or legal studies.

**LAW 300 Criminal Justice Communications (3) F, Sp, Su.** 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. Prerequisites: ENG104 and COM104.

**LAW 310 Criminal Investigation (3) F, Sp, Su.** 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: Completion of 9 credit hours in criminal justice or legal studies.

**LAW 315 Criminal Justice Concepts and Issues (3) Sp.** 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: Completion of 9 credit hours in criminal justice or legal studies and LAW210.

**LAW 320 Criminal Evidence (3) DD.** Comprehensive study of evidentiary rules and procedures that apply to the enforcement of criminal law and to the stages of investigation and trial. Prerequisite: Completion of 9 credit hours in criminal justice or legal studies.

**LAW 392 Selected Criminal Justice Topics (1-3) DD.** 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 (3) Sp.** 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: LAW210 and LAW255 or permission of course instructor.

**LAW 410 Intermediate Criminal Law (3) F, Sp.** 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: LAW260.

**LAW 420 Quantitative Analysis in Criminal Justice (3) F.** 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: LAW405 or permission of course instructor.

**LAW 430 Corrections Management (3) Sp.** Examines administrative, managerial, legal and design issues of the modern American prison as they relate to the inmate subculture. Prerequisite: LAW200.

**LAW 440 Juvenile Law and Procedures (3) F, Sp.** The jurisdiction of juvenile courts; their function and organization; processing the detention of juveniles; case disposition; juvenile statutes; and court procedures. Prerequisite: LAW110.

**LAW 450 Independent Research/Project (1-6) F, Sp, Su.** Investigation of a research problem, project, or topic on an individual conference basis. Prerequisite: Declared Criminal Justice major, a minimum of 2.5 GPA in major field, and departmental approval.

**LAW 460 Administration and Planning (3) F.** Analysis of organizational structures and management techniques of police and criminal justice agencies. Emphasis will be placed on organizational management as it applies to supervisory and administrative personnel. In addition, the concepts of program planning, development, and integration will be discussed. Prerequisite: Completion of 9 credit hours in criminal justice or legal studies.

**LAW 465 Internship (3) F, Sp, Su.** 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 LAW470. May be repeated for up to 6 credit hours. Prerequisite: LAW255.

**LAW 470 Senior Seminar (3) F, Sp, Su.** 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 the Internship. This course should be taken during the student's senior year. Prerequisites: Senior standing and LAW465 or permission of course instructor.

**LAW 492 Advanced Selected Criminal Justice Topics (1-3) DD.** 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.

## LAW ENFORCEMENT ACADEMY COURSES

**POL 100 Critical Aspects of Policing I (3) DD.** 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.) Prerequisites: Permission of the Law Enforcement Academy Training Director.

**POL 130 Critical Aspects of Policing II (3) DD.** 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.) Prerequisites: Permission of the Law Enforcement Academy Training Director and successful completion of POL100.

**POL 150 Police Methods and Operations (6-12) DD.** 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 and 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.) Prerequisites: Permission of the Law Enforcement Academy Training Director.

## LEGAL ASSISTANT COURSES

Waiving of any course prerequisites requires prior departmental authorization.

**LAT 101 Introduction to Law (3) F, Sp, Su.** 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 (3) F, Sp.** 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: Credit or concurrent enrollment in LAT101.

**LAT 220 Legal Research (3) F, Sp.** Students examine the components of a law library. Through research projects and assignments, students gain experience working with legal reference material including statutes, cases, regulations and annotated summaries of law. Methods of legal writing and citation style are introduced. Prerequisite: Credit or concurrent enrollment in LAT101.

**LAT 225 Litigation (3) F, Sp.** Examines the procedures involved in a law suit. Subjects covered include: civil court procedures, types of law suits, pleadings, pretrial preparation, trial and post-trial procedures. The course will emphasize the role of the various people involved in this process. Prerequisite: LAT220.

**LAT 230 Real Property (3) Sp.** 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 (3) F, Sp.** 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, and governmental / public domain material (statutes, regulations, cases). Students will learn to use personal computers for communication and to explore the Internet, Westlaw, Lexis, and other electronic sources. Prerequisite: Prior computer knowledge or course work is recommended for students, including word processing techniques, the Internet, and e-mail.

**LAT 310 Legal Drafting (3) F, Sp.** 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: LAT225.

**LAT 320 Tort Law (3) F.** 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: LAT101.

**LAT 335 Introduction to Mediation (3) F, Sp.** 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 (1-3) DD.** 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: Completion of 45 college credit hours or instructor's permission.

**LAT 360 Probate Law (3) F.** 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: LAT101.

**LAT 370 Domestic Relations (3) F, Sp.** 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: LAT101.

**LAT 400 Advanced Legal Research (3) Sp.** 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. Prerequisites: LAT220 and LAT250 or permission of course instructor.

**LAT 420 Civil Rights Law (3) F, Sp.** 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: LAT101 or permission of course instructor.

**LAT 430 Conflict Management (3) Sp.** Examines non-litigation forms of resolving legal disputes. Emphasis will be placed on Negotiation, Mediation and Arbitration.

**LAT 492 Selected Legal Topics (1-3) F, Sp.** 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.

# Department of Education

Dr. Barbara Eddins, *Chairperson*

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<http://www.missouriwestern.edu/Education/>

## BECOMING A TEACHER 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 PRAXIS II 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.

## 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 or in their secondary discipline.

Admission criteria are:

1. A. ACT composite score of 22 or higher and  
B. A minimum score of 235 on each of the five subtests of the C-Base exam  
OR



- A. ACT composite score less than 22 on file at MWSU, and
  - B. C-Base with no score lower than 235, and no score lower than 265 (66th percentile) for the Writing subtest and one other subtest
2. Overall GPA of 2.5
  3. Satisfactory completion of EDU202/203.

## 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 a GPA of 2.5 or above in the major 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 with a minimum GPA of 2.5.
3. Passing score on the PRAXIS II Examination.

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.

## EARLY CHILDHOOD EDUCATION

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 (MoSTEP/MWSU/INTASC Standards);
- Skilled in the techniques and methods of teaching across a diverse student population (MoSTEP/MWSU/INTASC Standards);
- Practiced in the application of four domains of positive teacher dispositions (MWSU Disposition);
- Proven in the demonstration of ten essential professional behaviors (MWSU Professional Behaviors).

## Degree Requirements for Early Childhood Education

EDU 202	Introduction to Education	3
EDU 203	Participation in Teaching I	1
EDU 225	Educational Psychology	2
EDU 308	Multicultural Education	2
EDU 310	Introduction to Reading	3
EDU 315	Psychology and Education of the Exception Child	2
EDU 331	Instructional Media & Technology	2
EDU 333	Science and Social Studies Methods for Young Children	3
EDU 358	Introduction to Early Childhood	2
EDU 360	Assessing and Individualizing Reading	3
EDU 370	Behavior Management	2
EDU 375	Teaching Reading in the Elementary School	2
EDU 414	Language Development for Educators	3
EDU 418	Assessing and Evaluating in Early Childhood	3
EDU 421	Family, Community, and Schools-Partnering for Young Children	3
EDU 422	Issues and Trends in the Ed. and Man. of Prog. for Young Child.	3
EDU 440	Curriculum, Methods, and Materials for Early Childhood	4
EDU 460	Experience in Teaching Early Childhood	2
EDU 462	Early Childhood Student Teaching III	12
PED 384	Child Growth and Development	2
MAT 351	Mathematics Methods for Early Childhood and Elementary Education	3
ENG 403	Literature for Children	3
PSY 101	General Psychology	3
*ART300 or MUS220	Elementary Art or Mus for Ele. Teachers	3
Restricted Electives		12
<b>TOTAL</b>		<b>83</b>

- \* Candidates who took MUS101 for General Studies must take ART300.  
Candidates who took ART100 for General Studies must take MUS220.

Any of the courses above for the professional sequence must be completed with a grade of C or better.

## 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) is to be taken during the student's senior year. A passing score on the Praxis II exam is required before enrollment in EDU 462.

Course work during the professional education semester is usually limited to EDU 462. Petition for any additional course work must be submitted to the Education Department in the semester prior to Student Teaching.

# ELEMENTARY EDUCATION

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 (MoSTEP/MWSU/INTASC Standards);
- Skilled in the techniques and methods of teaching across a diverse student population (MoSTEP/MWSU/INTASC Standards);
- Practiced in the application of four domains of positive teacher dispositions (MWSU Disposition);
- Proven in the demonstration of ten essential professional behaviors (MWSU Professional Behaviors).

## Degree Requirements for Elementary Education

			<i>Credits</i>
*	EDU 202	Introduction to Education	3
*	EDU 203	Participation in Teaching I	1
	EDU 225	Educational Psychology	2
*	EDU 303	Experience in Teaching II	2
*	EDU 304	Applied Methods and Management	3
	EDU 308	Multicultural Education	2
	EDU 310	Introduction to Reading	3
*	EDU 315	Psychology and Education of the Exception Child	2
	EDU 320	Language Arts Methods	2
	EDU 330	Science Methods in Early Childhood, Elementary & Middle School	3
	EDU 331	Instructional Media & Technology	2
	EDU 340	Social Studies Methods for the Elementary & Middle School Teacher	3
	EDU 360	Assessing and Individualizing Reading	3
	EDU 375	Teaching Reading in the Elementary School	2
*	EDU 403	Seminar in Elementary Education & Human Relations	3
*	EDU 408	Elementary Student Teaching III (see Professional Semester for prerequisites & requirements)	9
	ENG 403	Literature for Children	3
	PSY 101	General Psychology	3
	MAT 351	Mathematics Methods for Early Childhood and Elementary Education	3
	MAT 352	Mathematics for Elementary and Middle School Teachers I	3
	MAT 353	Mathematics for Elementary and Middle School Teachers II	3
	PED 370	Methods in Teaching Health and Physical Education	3
	PHS 230	Physical Science for Elementary Teachers	3
**	ART 300	Elementary Art Teaching: Philosophy & Methods	OR
**	MUS 220	Music for the Elementary Classroom Teacher	3
	<b>TOTAL</b>		<b>69</b>

\* The Professional Sequence

\*\* Candidates who took MUS101 for General Studies must take ART300.

Candidates who took ART100 for General Studies must take MUS220.

Plus a selected area of concentration.

Any of the courses above for the professional sequence must be completed with a grade of C or better.

## The Area of Concentration

The elementary major must also select one area of academic subject concentration from a possible set of twelve areas to broaden one's expertise in at least one subject 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 six areas are: (1) early childhood education (grade pre-kindergarten to grade 3); (2) early childhood-special education (birth to kindergarten); (3) mild-moderate cross categorical disabilities, K-12 special education (kindergarten-age 21); (4) Special Reading K-12; and (5) English to speakers of other languages (ESOL) (graded kindergarten - 12).

The other subject areas of concentration include English, Spanish, French, mathematics/computer science, reading, general science, and social science. The specific course requirements for each area are available from the Education Department. Early planning of one's total program is highly desirable.

## 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 (EDU408) is to be taken during the student's senior year. Seminar in Elementary Education and Human Relations (EDU403) is to be taken concurrently with Elementary Student Teaching. A passing score on the Praxis II exam is required before enrollment in EDU403 or EDU408.

Course work during the professional education semester is usually limited to EDU403 and EDU408. Petition for any additional course work must be submitted to the Education Department in the semester prior to Elementary Student Teaching.

Added Endorsements for Certified Areas of Concentration

Missouri Certification Required

\*indicates Elementary Education Degree Requirement

Teaching Mild/Moderate Cross Categorical Disabilities K-12		Birth - Grade 3		Credits
	<i>Credits</i>			
* EDU 303	Exp Tch II	* EDU 303	Exp Tch II	2
* EDU 310	Intro to Rdg	* EDU 304	App Meth & Mgmt	3
* EDU 315	Psy Ed Exc Ch	* EDU 315	Psy Ed Exc Ch	2
EDU 342	Eval of Abil/Ach	* EDU 360	Assess Indiv Rdg	3
EDU 352	Intro to Cross-	* EDU 403	Sem Ele Ed	3
	Categorical Disabilities	* EDU 408	Ele Stu Tch III	9
* EDU 360	Assess Indiv Rdg	EDU 358	Intro to ECE	2
EDU 370	Behvr Manag	EDU 414	Lang Dev for Edu	3
* EDU 375	Teach Rdg in Ele Schl	EDU 417	Hlth, Ntrn, Sfty	2
EDU 386	Car Ed Trans Sp Ed	EDU 418	Scr Diag & Prsc	2
EDU 411	Meth Tch Cross-Cat	EDU 421	Fam/Comm/Schools	3
EDU 414	Lang Dev for Educators	EDU 440	Cur Meth/Mat ECE	4
EDU 420	Counsel Tech/Par	EDU 460	Exp Tch ECE	2
EDU 425	Exp Tch Cross-Cat.	* MAT 352	Math El/Mid Tch I	3
* MAT 352	Math El/Mid Tch I	* MAT 353	Math El/Mid Tch II	3
* MAT 353	Math El/Mid Tch II	* PED 370	Meth Tch Hlth/PhysEd	3
PSY 319	Child/Adol Psy	PED 380	Rhy & Cr Mvmt/Ele	3
		PED 392	Ch Growth/Motor Dev	3

Early Childhood/Special Education

* EDU 315	Psy Ed Exc Ch	2
EDU 342	Eval of Abil/Ach	2
EDU 357	Intro to ECSE Cur	3
EDU 359	Infants & Toddlers	2
EDU 370	Behav Manag	2
PED 392	Ch Growth/Motor Dev	3
EDU 414	Lang Dev for Educators	3
EDU 417	Hlth Ntrn, Sfty	2
EDU 418	Scr Diag & Prsc	2
EDU 420	Counsel Tech/Par	2
EDU 421	Fam/Comm/Schools	3
EDU 440	Cur Meth/Mat ECE	2
EDU 461	Exp Tch ECSE	6

## Special Reading K-12

		Credits
*	EDU 342 Eval of Abil/ Ach	2
	EDU 311 Sec Reading Tech	2
	EDU 312 Lab in Sec Rdg Tech	1
	PSY 319 Child/ Adol Psych	3
	EDU 370 Behavior Mgmt	2
	EDU 414 Lan Dev for Edu	3
	EDU 420 Counsel Tech/Parents	2
	EDU 483 Prac I: Diagnosing Rdg Problems	3
	EDU 484 Prac II: Remediation of Rdg Diff.	3
	<b>TOTAL</b>	<b>21</b>

*Candidate applies for certification after 2 years of classroom teaching experience.*

## ESOL Certification

Credits

- I. General Requirements:  
A valid Missouri permanent of professional certificate or license to teach;
  - II. Professional Requirements:  
EDU 315 Psych & Educ of the Exceptional Child AND  
EDU 311 Secondary Reading Techniques (2),  
EDU 312 Lab in Sec Rdg Tech (1)
  - III. Professional Requirements for ESOL - 21 hours consisting of the following courses:  
ENG 232 Language Awareness (3)  
COM 342 Intercultural Com (3)  
OR  
EDU 308 Multicultural Educ (2)  
TSL 467 Sec Lang Acquisition (3)  
TSL 468 Methods of Teaching 2nd Lang Students (3)  
TSL 469 Materials & Assessment for TESOL (3)  
EDU 470 ESOL Practicum (3)  
Three hours from among the following elective courses:  
ENG 467 Grammar and the Teach of Grammar (3)  
Any foreign language course (3) (test-out credit does not apply)
- Other elective with program director's approval.

## B.S. in Elementary Education without Certification Option

Elementary Education majors lacking only EDU403 Seminar in Elementary Education and Human Relations (3 credits) and EDU408 Elementary Student Teaching III (9 credits) may choose a B.S. in Education degree without certification option. If they have met the degree requirements of 124 credit hours, at least 60 credit hours from a four-year institution, and at least 30 of the last 45 hours from MWSU, their program is complete.

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:

1. No passed courses may be repeated.
2. Courses must be passed at a C or better.
3. Election of the B.S. in Elementary Education without certification option must be approved by the Department Chairperson.

# 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 (MoSTEP/MWSU/INTASC Standards);
- Skilled in the techniques and methods of teaching across a diverse student population (MoSTEP/MWSU/INTASC Standards);
- Practiced in the application of four domains of positive teacher dispositions (MWSU Disposition);
- Proven in the demonstration of ten essential professional behaviors (MWSU Professional Behaviors).

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 2.5 on a 4.0 scale in their major.

Each of the following requirements must be met

1. Admission to Teacher Education Program. See Department of Education **ADMISSION REQUIREMENTS**;
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

			<i>Credits</i>
EDU	202	Introduction to Education	3
EDU	203	Participation in Teaching I	1
EDU	225	Educational Psychology	2
EDU	303	Experience in Teaching II	2
EDU	304	Applied Methods and Management	3
EDU	311	Secondary Reading Techniques	2
EDU	315	Psychology and Education of the Exceptional Child	2
EDU	404	Seminar in Secondary Education & Human Relations	3
EDU	409	Secondary Student Teaching III	9
	<b>TOTAL</b>		<b>27</b>

### Recommended but not required additional courses:

ENG	365	Teaching Writing in the Middle & Secondary School	3
PHS	230	Physical Science for Elementary Teachers	3
EDU	330	Science Methods in Early Childhood and Elementary School	3
EDU	331	Instructional Media and Technology	2

## The Professional Semester

Secondary Student Teaching III (EDU409) is to be taken during the senior year. Seminar in Secondary Education and Human Relations (EDU404) and Psychology and Education of the Exceptional Student (EDU315) are to be taken concurrently with Secondary Student Teaching III. This semester is designated as a professional education semester. A passing score on the Praxis II exam is required before enrollment in EDU404 or EDU409.

Course work during the professional education semester is usually limited to EDU404, EDU407, and EDU409. 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.

## Minor in Childhood Studies

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.

Students must successfully complete at least eighteen hours from the following list of classes. 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:**

			<i>Credits</i>
EDU	315	Psychology and Education of the Exceptional Child (Declared Childhood Studies minors are exempt from EDU303 and EDU304 as prerequisites for this course.)	2
EDU	421	Family, Community and Schools-Partnering for Young Children (Declared Childhood Studies minors are exempt from EDU358 as a prerequisite for this course.)	3
EDU	420	Counseling Techniques/Parents	2
ENG	400	Literature for Adolescents	3
ENG	403	Literature for Children	3
LAT	370	Domestic Relations	3
LAW	110	Juvenile Delinquency	3
LAW	440	Juvenile Law and Procedures	3
NUR	433	Health Alterations: Maternal Child	6
PED	392	Child Growth and Motor Development	3
PSY	240	Life-span Developmental Psychology	OR
PSY	319	Child/Adolescent Psychology (Prerequisite: PSY101. Declared Childhood Studies minors are exempt from PSY200 as a prerequisite for this course.)	3
PSY	470	Child Psychopathology and Exceptionalities (Prerequisite: PSY101 and either PSY240 or PSY319. Declared Childhood Studies minors are exempt from PSY200 as a prerequisite for this course.)	3
SOC	330	The Family	3
SWK	325	Family and Child Welfare	3
* Internship:		Relevant field experience/practicum/internship through any academic department. May be repeated for credit.	1-3
* Relevant Special Topics Course offered through any academic department.		May be repeated for credit.	1-3
* Relevant Independent Study arranged with any full-time faculty member.		May be repeated for credit.	1-3

- Only three credit hours of any one internship (including student teaching), special topics course, or independent study maybe applied to the minor.



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. Students enrolled in the Minor in Childhood Studies will also be assigned an advisor from the Childhood Studies Committee. Programs of study shall be kept on file by the Director of Childhood Studies.

## Semester Designation

F -- the course is offered in the fall semester

Sp -- the course is offered in the spring semester

Su -- the course is offered in the summer semester

DD -- the course is offered at the discretion of the department

## EDUCATION COURSES

Waiving of any course prerequisites requires prior departmental authorization.

**EDU 101 Speed Reading (2) F, Sp.** 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 (8) Sp.** Help childcare 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 (3) F, Sp.** 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. To be taken concurrently with EDU203. Prerequisites: Both ENG104 and ENG108, or ENG112.

**EDU 203 Participation in Teaching I (1) F, Sp.** Laboratory course taken concurrently with EDU202. 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 EDU202.

**EDU 225 Educational Psychology (2) F, Sp.** 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: PSY101 and credit or concurrent enrollment in EDU203.

**EDU 283 Introduction to Research Methods in Education (1-2) DD.** Introduction to basic research in education. Individual and team projects involving methods for solving education-related research problems. Prerequisite: Consent of the department.

**EDU 303 Experience in Teaching II (2) F, Sp.** Continuation of the off-campus experiences in cooperating schools as teacher associates. To be taken concurrently with EDU304 (and EDU375 for elementary). Prerequisites: Admission to the Teacher Education Program, EDU203, EDU310, EDU320, EDU330, EDU340, EDU360, MAT351, and MAT352 OR admission to Secondary and K-12 Teacher Education Program and EDU203.

**EDU 304 Applied Methods and Management (3) F, Sp.** Psychological principles as applied to educational settings. To be taken concurrently with EDU303. Prerequisite: Declared Education major and EDU225.

**EDU 308 Multicultural Education (2) F, Sp.** 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: EDU202.

**EDU 310 Introduction to Reading (3) F, Sp.** An introductory course to the philosophy and techniques associated with a holistic approach to the teaching of reading in the elementary school. This course must be taken concurrently with EDU320. Elementary education majors may not take the course until officially admitted to the Teacher Education Program.

**EDU 311 Secondary Reading Techniques (2) F, Sp.** Techniques of teaching reading comprehension strategies to middle and high school students. Prerequisites: Admission to the Education Department, and either both ENG104 and ENG108, or ENG112. Elementary teacher candidates must have completed EDU310 and EDU320.

**EDU 312 Laboratory in Secondary Reading Techniques (1) F, Sp.** 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 EDU311. Prerequisite: Admission to the Education Department.

**EDU 315 Psychology and Education of the Exceptional Child (2) F, Sp.** This course is a survey of issues related to the identification and teaching of exceptional students. All state and 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. Prerequisites: EDU202 and EDU203; declared minors in Childhood Studies are exempt from EDU202 and EDU203 as prerequisites.

**EDU 320 Language Arts Methods (2) F, Sp.** 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 EDU310. Elementary education majors may not take the course until officially admitted to the Teacher Education Program. Prerequisite: ENG108 or ENG112.

**EDU 330 Science Methods in Early Childhood, Elementary, and Middle School (3) F, Sp.** 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: PHS230. Elementary education majors may not take the course until officially admitted to the Teacher Education Program.

**EDU 331 Instructional Media and Technology (2) F, Sp.** 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: Admission to the Education Department.

**EDU 333 Science and Social Studies for Young Children (3) F, Sp.** 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. Prerequisites: EDU358.

**EDU 340 Social Studies Methods for the Elementary and Middle School Teacher (3) F, Sp.** 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. Prerequisites: PSC101, GEO100 and either HIS140 or HIS150. Elementary education majors may not take the course until officially admitted to the Teacher Education Program.

**EDU 342 Evaluation of Abilities and Achievement (2) F.** Principles and techniques of administration, application, and interpretation of tests, test results, and data. Prerequisite: EDU315.

**EDU 352 Introduction to Cross-Categorical Disabilities (3) F.** 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: Admission to the Education Department and EDU315.

**EDU 357 Introduction to Early Childhood Special Education: Curriculum Development (3) F.** This course is designed to introduce the student to the 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. Prerequisites: EDU315 and EDU358.

**EDU 358 Introduction to Early Childhood Education (2) F, Sp.** An overview of the field of early childhood education and an understanding of pupil characteristics, rationale for providing early enrichment experiences, issues, and the theory of curriculum development. Prerequisites: EDU202 and credit or concurrent enrollment in EDU225.

**EDU 359 Infants and Toddlers (2) F.** 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: EDU202 and EDU203.

**EDU 360 Assessing and Individualizing Reading (3) F, Sp.** 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 causal 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: EDU311 or credit or concurrent enrollment in EDU310. Elementary education majors may not take the course until officially admitted to teacher education.

**EDU 370 Behavior Management (2) F.** 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. Prerequisites: PSY101 and EDU315.

**EDU 375 Teaching Reading in the Elementary School (2) F, Sp.** An application level course focused on investigating children's literacy development in the context of a 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 EDU303 and EDU304.

**EDU 380 Reading Approaches/Phonics (1) DD.** Teaching reading through the sound/symbol relationship. Prerequisite: EDU310 or EDU311.

**EDU 381 Reading Approaches/Linguistic (1) DD.** Teaching reading through word and sentence structure. Prerequisite: EDU310 or EDU311.

**EDU 382 Reading Approaches/Enrichment (1) DD.** Using literature, story telling, dramatics, and creative writing to enrich the reading experience. Prerequisite: EDU310 or EDU311.

**EDU 383 Reading Approaches/Language Experience (1) DD.** 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: EDU310 or EDU311.

**EDU 384 Reading Approaches/Individualized (1) DD.** Teaching reading whereby the student is directed to select his or her own reading material. Prerequisite: EDU310 or EDU311.

**EDU 385 Reading Approaches/Basal Reader (1) DD.** Teaching reading through the use of a basal textbook. Prerequisite: EDU310 or EDU311.

**EDU 386 Career Education and Transition in Special Education (2) F.** Investigating the philosophy and methods for helping exceptional students make the transition from school to work and self-sufficiency. Prerequisite: EDU315.

**EDU 403 Seminar in Elementary Education and Human Relations (3) F, Sp.** 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 EDU408.

**EDU 404 Seminar in Secondary Education and Human Relations (3) F, Sp.** 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 EDU409. Prerequisite: EDU303 and EDU304.

**EDU 408 Elementary Student Teaching III (9) F, Sp.** A semester of clinical experience in an off-campus situation under a certified cooperating teacher. To be taken concurrently with EDU403. Prerequisites: EDU203, EDU303, EDU304, and MAT353. Must have passed the Praxis II exam in the area of certification.

**EDU 409 Secondary Student Teaching III (9) F, Sp.** Full-time, off-campus teaching experiences working with students in an area secondary school and a mentor teacher. To be taken concurrently with EDU404. Prerequisites: A minimum 2.5 GPA in major field, approval from the major department; EDU303, EDU304, and special methods course in the major. Must have passed the Praxis II exam in the area of certification.

**EDU 410 Student Teaching IV (6) Su.** On-campus course designed for the experienced teacher. Activities will include micro-teaching and human relations training. Not open to baccalaureate degree candidates. Prerequisite: One full academic year of teaching experience plus a bachelor's degree.

**EDU 411 Methods of Teaching the Student with Cross-Categorical Disabilities (3) Sp.** 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 EDU425. Prerequisites: EDU303, EDU304, EDU315 and EDU352.

**EDU 414 Language Development for Educators (3) F, Sp.** 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: EDU358.

**EDU 417 Health, Nutrition and Safety of the Young Child (2) Sp.** Designed to present information about current concepts in health, safety, and nutrition of the young child. The course encourages good health habits and attitudes in future teachers so that they will be positive role models to the young children with whom they work. Prerequisite: EDU357 or EDU358.

**EDU 418 Early Childhood Assessment (3) Sp.** 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-experiences with infants/toddlers and/or pre-K/Kindergarten children is a part of this course. Prerequisites: EDU357 or EDU358.

**EDU 420 Counseling Techniques/Parents (2) Sp.** 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: EDU315.

**EDU 421 Family, Community, and Schools: Partnering for Young Children (3) F, Sp.** 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: EDU358.

**EDU 422 Issues and Trends in the Education of Young Children and the Management of Programs for Young Children (3) F, Sp.** 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 the school setting. Meeting federal, state, and local program guidelines will be a focus. Prerequisite: EDU358.

**EDU 425 Experience in Teaching Cross-Categorical Students with Disabilities (6) Sp.** Off-campus experience teaching students with learning disabilities in cooperating schools as a teacher associate. Prerequisites: Credit or concurrent enrollment in EDU411 or credit or concurrent enrollment in both EDU303 and EDU304.

**EDU 440 Curriculum Methods and Materials in Early Childhood Education (4) Sp.** Designed to acquaint the early childhood educator with techniques, methods, and materials for use with the young child. Prerequisites: EDU310, EDU315, EDU333, EDU358, EDU370, EDU414, MAT351, and PED384.

**EDU 450 Independent Research/Project (1-6) F, Sp.** Investigation of a research problem, project, or topic on an individual conference basis. Prerequisites: Declared Elementary Education major, a minimum of 2.5 GPA in major field, and departmental approval.

**EDU 460 Experience in Early Childhood Education (2) F, Sp.** This course provides the teacher candidate with a center-based or school-based experience working with infants/toddlers, pre-schoolers, and kindergartners. The practicum experience is divided into two six-weeks placements. One six-week placement will be with Infants and toddlers and one six-week experience will be with pre-school or kindergarten-age students. The student will complete a minimum of two and one-half hours direct contact each day. To be taken with concurrent with EDU440. Prerequisite: EDU358, EDU360, EDU414, MAT351, and credit or concurrent enrollment in EDU303 and EDU304.

**EDU 461 Experience in Early Childhood Special Education (6) F, Sp.** Off-campus experiences in teaching the young handicapped infant, toddler, and preschool child in cooperating schools and/or private agencies. Prerequisite: EDU303, EDU304, EDU357, EDU375, and credit or concurrent enrollment EDU440.

**EDU 462 Early Childhood Student Teaching III (12) F, Sp.** A semester of clinical experience in an off-campus placement mentored by a certified cooperating teacher. To be taken concurrently with EDU422. Prerequisites: EDU460.

**EDU 470 ESOL Practicum (3) F, Sp.** ESOL Practicum focuses on peer observation/peer coaching in the context of the ESL classroom.

**EDU 483 Practicum I in Reading: Diagnosis of Reading Difficulties (3) F, Sp.** Clinical diagnosis in evaluation of reading and learning problems. One hour lecture, three hours lab. Course can only be taken on MWSU campus. Prerequisite: EDU310 and EDU360. Practicum arranged. Application must be submitted to the Director of Placement for approval.

**EDU 484 Practicum II in Reading: Remediation of Reading Difficulties (3) F, Sp.** Clinical treatment of identified reading and learning problems. One hour lecture, three hours lab. Course can only be taken on MWSU's campus. Prerequisite: Credit or concurrent enrollment EDU312 and EDU375. Practicum arranged. Application must be submitted to the Director of Placement for approval.

**EDU 490 Applied Education Practices (1-9) DD.** Workshops developed in selected areas in accordance with student interest.

## ENGLISH AS A SECOND LANGUAGE

Waiving of any course prerequisites requires prior departmental authorization.

**TSL 467 Second Language Acquisition (3) DD.** 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, styles, communicative styles, personality factors, socio-cultural differences among learners, 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 ESOL and foreign language learning situations. Prerequisite: ENG232.

**TSL 468 Methods of Teaching Second Language Students (3) DD.** 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 integrated content area instruction for limited English proficient (LEP) students and English language learners (ELL) in mainstream classrooms.

**TSL 469 Materials and Assessment for TESOL (3) DD.** Advanced course in the analysis and preparation of materials for teaching ESOL and the basics of test development in ESOL.

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# Department of Engineering Technology

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Dr. George Yang, *Chairperson*

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<http://www.missouriwestern.edu/EngTech/>

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. In addition, the Department offers a two-year (AAS) degree in Manufacturing Engineering Technology. The Department works in collaboration with regional universities to provide engineering transfer programs and a one-year architecture transfer program.

## EXIT REQUIREMENTS FOR DEPARTMENT MAJORS

For all degree programs in the department of Engineering Technology, a grade of C or better in all discipline-specific majors courses, CET, ECT, EET, EGT, MET, will be required for graduation. All students, upon completion of their 2-year or 4-year degree programs, will be required to take the departmental exit examination.

## 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."

## Construction Engineering Technology

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 Technology Accreditation Commission (TAC) of the Accreditation Board for Engineering and Technology (ABET) (see Appendix D for address).

### Program Educational Objectives:

#### BS Construction Engineering Technology (BS CET)

The program educational objectives of BS CET graduates are:

- i. Demonstrate the ability to produce and utilize design, construction, and operations documents related to building and/or heavy construction industry.
- ii. Function effectively in a group environment in the workplace through demonstration of technical and communication skills.
- iii. Understand professional, ethical, and social responsibilities.
- iv. Show respect for diversity and knowledge of contemporary professional, societal and global issues.
- v. Demonstrate a commitment to quality, timeliness, and continuous improvement.
- vi. Continue professional development through life-long learning.



## Electronics Engineering Technology

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 Technology Accreditation Commission (TAC) of the Accreditation Board for Engineering and Technology (ABET). See Appendix D for contact information.

### Program Educational Objectives:

#### BS Electronics Engineering Technology (BS EET)

The program educational objectives for BS EET graduates are:

- i. 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.
- ii. Function effectively in a group environment in the industrial workplace through demonstration of technical and communication skills.
- iii. Understand professional, ethical, and social responsibilities.
- iv. Show respect for diversity and knowledge of contemporary professional, societal and global issues.
- v. Demonstrate a commitment to quality, timeliness, and continuous

## ELECTRONICS AND COMPUTER ENGINEERING TECHNOLOGY

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 Electronics and Computer Engineering Technology (BS ECET)

The program educational objectives for BS CET graduates are:

- i. 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.
- ii. Function effectively in a group environment in the industrial workplace through demonstration of technical and communication skills.
- iii. Understand professional, ethical, and social responsibilities.
- iv. Show respect for diversity and knowledge of contemporary professional, societal and global issues.
- v. Demonstrate a commitment to quality, timeliness, and continuous improvement.
- vi. Continue professional development through life-long learning.

## 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. Career opportunities for two-year associate degree graduates of Manufacturing Engineering Technology include entry-level positions with industries engaged in plant design, machine and tool design, robotics and industrial automation, and computer-integrated manufacturing. 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 Manufacturing Engineering Technology (BS MET)

The program educational objectives for BS MET graduates are:

- i. 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.
- ii. Function effectively in a group environment in the industrial workplace through demonstration of technical and communication skills.
- iii. Understand professional, ethical, and social responsibilities.
- iv. Show respect for diversity and knowledge of contemporary professional, societal and global issues.
- v. Demonstrate a commitment to quality, timeliness, and continuous improvement.
- vi. Continue professional development through life-long learning.

### Program Educational Objectives:

#### Bio-Manufacturing Option in BS MET

In addition to above objectives for BS MET program, the Bio-Manufacturing Option should prepare students to:

- i. possess basic knowledge in organic chemistry, cell biology and microbiology
- ii. familiarize with GMP, as well as governmental regulations related with bio-production.

## 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 above. For more information on this dual degree opportunity, please contact the dual degree liaison in the MWSU Department of Engineering Technology.

TRANSFER PROGRAMS

Engineering

The engineering transfer program is closely coordinated with the University of Missouri-Columbia and Missouri University of Science and Technology.

The exact program 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. An advisor in the Department of Engineering Technology will set up a suitable program for each pre-engineering student.

Architecture

The architecture transfer program is closely coordinated with the College of Architecture and Design, Kansas State University, Manhattan, Kansas. An advisor in the Department of Engineering Technology will set up a suitable program for each pre-architecture student.

BACHELOR OF SCIENCE DEGREE REQUIREMENTS

Specific requirements are as follows for the Bachelor of Science degree with the major listed.

Construction Engineering Technology

Major Requirements			Credits
CET	105	Methods & Materials of Construction	3
CET	254	Construction Methods & Equipment	4
CET	256	Bituminous, Concrete & Soils	3
CET	260	Mechanics of Materials	4
CET	305	Mechanical & Electrical Installations	3
CET	308	Structural Analysis	3
CET	358	Structural Steel & 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 & Foundations	3
CET	480	Construction Planning & Scheduling	3
CET	485	Selected Topics in Construction	3
CHE	101	Introductory Chemistry	4
EGT	202	Surveying I	3
EGT	205	Computer-Aided Drafting I	3
EGT	215	Computer-Aided Drafting II	3
EGT	260	Statics	3
EGT	350	Technical Report Writing	3
EGT	356	Fluids & 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
TOTAL			80

Electronics Engineering Technology

Major Requirements			Credits
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 Circuit	4
EET	342	Analog Communications Systems	4
EET	372	Programmable Logic Controllers	4
EET	412	Operational Amplifiers & Linear Integrated Circuits	3
EET	422	Electrical Power Technology	4
EET	452	Automation & 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
<b>TOTAL</b>			<b>81</b>

## Electronics and Computer Engineering Technology

### Major Requirements

			<i>Credits</i>
CHE	101	Introductory Chemistry	4
CSC	184	Computing Concepts I	3
CSC	254	Computing Concepts II	3
CSC	285	Data Structures	3
CSC	384	Microcomputer Assembly Language	3
ECT	432	Computer Hardware Troubleshooting	3
EET	100	Electrical Circuits I	3
EET	200	Electrical Circuits II	4
ECT	432	Computer Hardware Troubleshooting	3
EET	202	Digital Logic	4
EET	206	Introduction to Microcomputers	4
EET	212	Introduction to Semiconductor Devices	4
EET	312	Electronic Amplifiers and Integrated Circuit	4
EET	372	Programmable Logic Controllers	4
EET	402	Microcomputer Systems	4
EET	422	Electrical Power Technology	4
EET	452	Automation & Process Control Technology	4
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
MAT	116	College Algebra	3
MAT	119	Trigonometry	2
MAT	147	Applied Calculus	5
PHY	110	College Physics I	4
<b>TOTAL</b>			<b>82</b>

## Manufacturing Engineering Technology

### Major Requirements

			<i>Credits</i>
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 & Hydraulics	3
EGT	370	Financial Aspects of Engineering Projects	2
EGT	490	Engineering Technology Internship	3-4
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	112	Manufacturing Methods	3
MET	221	Introduction to Automated Manufacturing	2
MET	222	CNC Machining Processes	2
MET	260	Mechanics of Materials	4
MET	372	Programmable Logic Controllers	4
MET	390	Design Projects/Industrial Internship	2-4
MET	452	Automation and Process Control Technology	4
MET	422	Electrical Power Technology	4
PHY	110	College Physics I	4
<b>TOTAL</b>			<b>77-80</b>

## Manufacturing Engineering Technology

### Bio-Manufacturing Option Major Requirements

			<i>Credits</i>
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	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	260	Statics	3
EGT	325	Machine Parts and Mechanical Design	3
EGT	340	Thermodynamics	3
EGT	356	Fluids & Hydraulics	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	112	Manufacturing Methods	3
MET	221	Introduction to Automated Manufacturing	2
MET	260	Mechanics of Materials	4
MET	372	Programmable Logic Controllers	4
MET	452	Automation and Process Control Technology	4
PHY	110	College Physics I	4
<b>TOTAL</b>			<b>83</b>

## ASSOCIATE OF SCIENCE DEGREE CHANGE

Based on a cooperative agreement with regional two year institutions, Missouri Western State University is discontinuing three Associate of Science degree programs effective Fall 2009. Those programs include: Construction Engineering Technology (AS), Electronics Engineering Technology (AS) and Electronics and Computer Engineering Technology (AS). Students with previously declared AS majors in these three programs will be able to complete their programs of study at Missouri Western. No new students will be admitted into these AS programs. Students seeking these fields of study should consider the MWSU Bachelor of Science in Construction Engineering Technology, the Bachelor of Science in Electronics in Engineering Technology or the Bachelor of Science in Electronics and Computer Engineering Technology. Students seeking the AS degree have access to those programs through an agreement with Metropolitan Community College or North Central Missouri College.

## ASSOCIATE OF APPLIED SCIENCE

### DEGREE REQUIREMENTS

Specific requirements are as follows for the Associate of Applied Science degree with the major listed.

### Manufacturing Engineering Technology

#### Degree Requirements

			<i>Credits</i>
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 & Mechanical Design	3
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	112	Manufacturing Methods	3
MET	221	Introduction to Automated Manufacturing	2
MET	222	CNC Machining Processes	2
MET	260	Mechanics of Materials	4
MET	390	Design Projects/Industrial Internship	2-4
PHY	107	Introduction to Physics	<b>OR</b>
PHY	110	College Physics I	<b>4</b>
<b>TOTAL</b>			<b>49-51</b>

## MINORS

### Construction Management

By completing a 25-hour course sequence in construction, the students in the Department of Business can obtain a Construction Management minor. Any student who is interested in this minor is advised to contact the Chairperson of the Department of Engineering Technology.

#### Requirements for the Minor

			<i>Credits</i>
EGT	205	Computer-Aided Drafting I	3
CET	105	Construction Materials	3
CET	254	Construction Methods & Equipment	4
CET	256	Bituminous, Concrete & Soils	3
CET	360	Construction Management	3

CET	454	Construction Estimating	4
CET	480	Construction Planning & Scheduling	3
EGT	490	Engineering Technology Internship	2
<b>TOTAL</b>			<b>25</b>

## Computer Technology

By completing a 22-hour course sequence in computer technology related courses, the students with a major in Computer Science or Computer Information Systems in the Department of Computer Science, Mathematics, & Physics can obtain a Computer Technology minor. Any student who is interested in this minor is advised to contact the Chairperson of the Department of Engineering Technology.

<b>Requirements for the Minor</b>			<i>Credits</i>
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
ECT	362	Computer Hardware Repair	3
<b>TOTAL</b>			<b>22</b>

## Manufacturing Technology

MWSU students not majoring in the field of Manufacturing Engineering Technology may receive a minor in Manufacturing Technology. 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.

<b>Requirements for the Minor</b>			<i>Credits</i>
Select 18 credits from the following:			
EGT	205	Computer-Aided Drafting I	3
EGT	215	Computer-Aided Drafting II	3
EGT	220	Engineering Materials	3
EGT	325	Machine Parts and Mechanical Design	3
MET	100	Electrical Circuits for Manufacturing	3
MET	101	Electrical Instrumentation for Manufacturing	3
MET	111	Manufacturing Processes	2
MET	112	Manufacturing Methods	3
MET	221	Introduction to Automated Manufacturing	2
MET	222	CNC Machining Processes	2

## Semester Designation

- F -- the course is offered in the fall semester
- Sp -- the course is offered in the spring semester
- Su -- the course is offered in the summer semester
- DD -- the course is offered at the discretion of the department

## ENGINEERING TECHNOLOGY COURSES

Waiving of any course prerequisites requires prior departmental authorization.

**EGT102 Programming for Engineering Technology (3) F, Sp.** 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 a selected computer programming language. ACT composite score of 15 or higher or ACT math subscore of 20 or higher or the equivalent.

**EGT 103 Electronics Engineering Technology Fundamentals (1) F, Sp.** 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 Technical Graphics (3) Sp. F.** Beauty and history of technical graphics. Introduction to standards and drawing methods for technical graphic communications. Three hours lecture.

**EGT 202 Surveying I (3) F.** 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. Prerequisites: Credit or concurrent enrollment in both MAT116 and MAT119.

**EGT 205 Computer-Aided Drafting I (3) F, Sp.** 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 (3) F, Sp.** 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: EGT205.

**EGT 220 Engineering Materials (3) F.** 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 (3) Sp.** 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: EGT215.

**EGT 260 Statics (3) F.** 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: MAT119.

**EGT 265 Engineering Statics (3) F.** 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. Prerequisites: MAT167 and PHY210.

**EGT 283 Introduction to Research Methods in Engineering Technology (1-2) DD.** Introduction to basic research in engineering technology. Individual and team projects involving methods for solving engineering technology-related research problems. Prerequisite: Department chairperson's approval.

**EGT 300 Dynamics (3) DD.** Motion of a particle; kinetics of rigid bodies; work and energy; impulse and momentum; impact. Prerequisite: EGT265.



**EGT 302 Electronic Surveying (4) Sp.** 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. Prerequisites: EGT202 and credit or concurrent enrollment in EGT205.

**EGT 310 Environmental Regulations and Pollution Abatement Technology (3) F.** 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. Prerequisites: EGT102, CET105, and CHE104.

**EGT 325 Machine Parts and Mechanical Design (3) Sp.** 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: MET222.

**EGT 340 Thermodynamics (3) Sp DD.** Fluid properties, work and heat, first law, second law, entropy, applications to vapor, and ideal gas processes. Prerequisite: PHY210.

**EGT 350 Technical Report Writing (3) Sp.** 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: ENG104.

**EGT 356 Fluids and Hydraulics (3) Sp.** 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. Prerequisites: PHY110 and credit or concurrent enrollment in MAT147.

**EGT 370 Financial Aspects of Engineering Projects (2) F.** 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: MAT116.

**EGT 450 Independent Research/Project (3-4) F, Sp.** Investigation of a research problem, project, or topic on an individual conference basis. Prerequisite: Declared Engineering Technology major, a minimum of 2.5 GPA in major field, and department chairperson's approval.

**EGT 490 Engineering Technology Internship (1-4) F, Sp, Su.** 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: Junior or Senior standing, declared Engineering Technology major, a minimum of 2.5 GPA in major field, and department chairperson's approval.

## CONSTRUCTION ENGINEERING TECHNOLOGY COURSES

Waiving of any course prerequisite requires departmental authorization.

**CET 105 Construction Materials (3) F.** 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 (4) Sp.** 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. Prerequisites: MAT116 and MAT119.

**CET 252 Advanced Surveying (3) Sp.** 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. Prerequisites: EGT202, and credit or concurrent enrollment in both EGT205 and MAT127.

**CET 254 Construction Methods and Equipment (4) Sp.** 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: CET105.

**CET 255 Legal Aspects of Boundary Survey (3) F.** 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 re-surveying, retracing, restoration, monumentation and dedication. Also studies selected case law. Computer programs and field trips will be utilized. Prerequisite: Credit or concurrent enrollment in EGT202.

**CET 256 Bituminous, Concrete, and Soils (3) Sp.** 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. Prerequisites: CET105, ACT math score of 20 or higher or the equivalent.

**CET 260 Mechanics of Materials (4) Sp.** 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: EGT260.

**CET 265 Subdivision Planning and Layout (3) Sp.** Platting of boundaries, topographic layout, planning and layout for streets, sewers and water lines. Building site surveys. Prerequisite: EGT202.

**CET 290 Engineering Technology Internship (1-3) F, Sp, Su.** 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: Department chairperson's approval.

**CET 305 Mechanical and Electrical Installations (3) F.** Principles of water supply and treatment, plumbing, sanitation systems, heating, ventilation and air conditioning including solar energy; electrical and lighting systems, power lines, electrical code, safety and design. Use of computerized methods of preparing mechanical and electrical installations design work will be emphasized. Students will use relevant computer programs in the lab. Field trips may be arranged. Two hours lecture, three hours lab. Prerequisites: CET105, PHY110, and CHE101.

**CET 308 Analysis of Structures (3) F.** 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: CET260 and MAT147.

**CET 358 Structural Steel and Wood Design (3) F.** 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: Credit or concurrent enrollment in CET308.

**CET 360 Construction Management (3) F.** 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, and job safety. Prerequisite: CET254.

**CET 362 Construction Safety (3) F.** 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. Prerequisites: CET105 and ENG104.

**CET 390 Technological Projects (1-3) F, Sp, Su.** 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 (3) Sp.** Introduction to the design of reinforced concrete and masonry structures. Designs are based on the current ACI codes. Prerequisite: Credit or concurrent enrollment in CET308.

**CET 454 Construction Estimating (4) F.** 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. Three hours lecture, three hours lab. Prerequisite: CET254.

**CET 456 Construction Contracts Administration (3) DD.** 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: CET354.

**CET 458 Soil Mechanics and Foundations (3) F.** Studies advanced topics in the properties of soils with applications in civil engineering design and construction. Two hours lecture, three hours lab. Prerequisites: CET256 and CET260.

**CET 480 Construction Planning and Scheduling (3) Sp.** 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. Prerequisite: CET360 and credit or concurrent enrollment in EGT370.

**CET 485 Selected Topics in Construction (3) Sp.** 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: CET254.

**CET 490 Building Codes, Standards, and Practices (3) DD.** 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. Prerequisites: CET354 and CET480.

## ELECTRONICS ENGINEERING TECHNOLOGY COURSES

Waiving of any course prerequisites requires prior departmental authorization.

**EET 100 Electrical Circuits I (3) F, Sp.** 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 (4) Sp.** 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. Prerequisites: EGT100 and credit or concurrent enrollment in MAT119.

**EET 202 Digital Logic (4) Sp.** 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: EGT100.

**EET 206 Introduction to Microcomputers (4) F.** 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. Prerequisites: CSC184 and EET202.

**EET 212 Introduction to Semiconductor Devices (4) F.** 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. Prerequisites: Credit or concurrent enrollment in both EGT200 and CHE101.

**EET 290 Engineering Technology Internship (1-3) F, Sp, Su.** 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: Department chairperson's approval.

**EET 312 Electronic Amplifiers and Integrated Circuit (4) Sp.** 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: EET 206 and EET212.

**EET 342 Analog Communications Systems (4) F.** 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: EET312.

**EET 372 Programmable Logic Controllers (4) Sp.** 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. Prerequisites: EET206 and EET212.

**EET 374 Robotics Controls (4) Sp.** 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: EET372.

**EET 382 Electronics Fabrication (2) Sp.** 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. Prerequisites: EET206 and EET312.

**EET 390 Technological Projects (1-3) F, Sp, Su.** 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 (4) F.** Advanced study in the architecture and design of modern digital computers based on the Intel 80X86 family of microprocessors; design of microprocessor-based systems, microprocessor hardware selection, memory devices, I/O interfacing, interrupts, DMA, bus systems, bus interfacing, hardware assembly and troubleshooting, including motherboards, embedded systems, power, monitor, analyzing and repairing, hardware installation and configuration, software development, high-level programming languages and operating systems. Three hours lecture, three hours lab. Prerequisites: EET206 and EET212.

**EET 412 Operational Amplifiers and Linear Integrated Circuits (3) F.** 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. Prerequisites: EET312, EET372, and MAT147.

**EET 422 Electrical Power Technology (4) Sp.** 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. Three hours lecture, three hours lab. Prerequisites: EGT200 and EET212.

**EET 442 Digital Communications Systems (3) Sp.** 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. Prerequisites: EET206 and EET342.

**EET 452 Automation and Process Control Technology (4) F.** 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. Prerequisites: EET202 and EET212.

**EET 472 Automatic Control Systems (4) Sp.** 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. Prerequisites: EET372, EET452, and MAT147.

**EET 482 Integrated System Project (3) Sp.** Electronic design project constructed in the laboratory and/or research project on selected electronics topics or problems, on an individual conference basis. Requires a written notebook, periodic progress reports and a project final report. These support documents are to demonstrate research/design and the ability to summarize procedures, results and conclusion. One hour lecture, five hours lab. Prerequisites: EET 342, EET452, and EET412.

**EET 485 Senior Seminar (2) Sp (odd-numbered years).** 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: Senior standing and declared Engineering Technology major.

**EET 490 Advanced Topics in Electronics Engineering Technology (3) DD.** Selected new/emerging topics in the field of Electronics Engineering Technology. Prerequisite: Junior or Senior standing, declared Electronics Engineering major, a minimum of 2.5 GPA, and department chairperson's approval.

## ELECTRONICS AND COMPUTER ENGINEERING TECHNOLOGY COURSES

Waiving of any course prerequisite requires departmental authorization.

**ECT 362 Computer Hardware Repair (3) Sp.** Study of computer hardware assembly, and the techniques utilized for troubleshooting and repair. Two hours lecture, three hours lab. Prerequisites: EET206 and EET212.

**ECT 432 Computer Hardware Troubleshooting (3) (Sp).** 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: EET402.

## MANUFACTURING ENGINEERING TECHNOLOGY COURSES

Waiving of any course prerequisite requires departmental authorization.

**MET 100 Electrical Circuits for Manufacturing (3) F.** 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 (3) Sp.** Studies electronic devices used in manufacturing and control equipments, 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: MET100.

**MET 111 Manufacturing Processes (2) Sp.** Introduction to manufacturing engineering. OSHA safety regulations, GMP, quality control, SPC, Lean manufacturing and Six-sigma.

**MET 112 Manufacturing Methods (3) Sp.** Introduction to 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 221 Introduction to Automated Manufacturing (2) F.** A general survey 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. Prerequisites: MET100 and MET101.

**MET 222 CNC Machining Processes (2) F.** Study and practice of CNC machining operation including setup, programming, and machine-computer interface. One hour lecture, two hours lab. Prerequisite: MET112.

**MET 260 Mechanics of Materials (4) Sp.** 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: EGT260.

**MET 285 Topics in Manufacturing (3) DD.** 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. Prerequisites: MET101, MET111, and MET112.

**MET 372 Programmable Logic Controllers (4) Sp.** 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: MET221.

**MET 390 Design Projects/Industrial Internship (2-4) F, Sp, Su.** Analysis, development and implementation of a project or work and study in an approved position in industry to enrich educational experience. Prerequisite: Department chairperson's approval.

**MET 422 Electrical Power Technology (4) Sp.** 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, three hours lab. Prerequisite: MET221.

**MET 452 Automation and Process Control Technology (4) F.** 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: MET372.



# Department of Health, Physical Education, and Recreation

Dr. Brenda Blessing, *Chairperson*

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<http://www.missouriwestern.edu/HPER/>

The Department of Health, Physical Education, and Recreation strives to engage all students in programs that target health and physical fitness. The department offers a Bachelor of Science Degree in Physical Education and Recreation Sport Management. These programs of study offer students wide-ranging intramural experiences; a planned sequence of exercises and sports activities that develop strong, active bodies; and coursework that prepares students in the disciplines of physical education and recreation sport management.

Students may satisfy general education requirements in category five by taking PED101, 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 PED110 Adaptive Activities as often as needed. Repeating in this course will satisfy the general education activity requirement.

The department offers a Bachelor of Science Degree with a major in Physical Education. The two concentrations available are Health and Exercise Science and Physical Education General. The Health and Exercise Science concentration provides career opportunities in private fitness specialization, corporate wellness programming, health clubs, spas, and hospital-based cardiac and pulmonary rehabilitation. The Physical Education General concentration provides career opportunities in coaching and serving as sports specialists in a variety of settings. The Physical Education General concentration also offers a teacher education track that prepares students to earn the education certificate necessary to teach Physical Education in schools. In addition the department offers courses toward securing Health Certification. A minor in Coaching is offered by this department for students, in any discipline, interested in coaching.

The Bachelor of Science in Recreation Sport Management has two concentration areas: Recreation Management and Sport Management. Career opportunities in Recreation Management include intramural recreation, YMCA/YWCA, community recreation centers, youth sports, public recreation, and aquatic recreation. The Sport Management emphasis provides career opportunities such as a sports information director, athletic director, health fitness club manager, adventure travel and tourism, hotel/resort management, promotion of professional sports teams, sport facility management, sporting goods marketing, sports journalism and golf course management. A minor in Recreation Sport Management is available.

The department has a supplemental preparation requirement prior to graduation based on the premise that not all instruction takes place in the classroom and that experiential opportunities are a valuable part of a well-rounded education. Student majors should contact their advisors for the specific requirements for their degree.

## 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. Applicants must have an overall GPA of 2.5 in PED191 or PTA100, BIO250, and PED101 for admission to the program.

Recreation Management major's application process is dependent upon successful progress toward degree, completion of Category One of General Studies with C or better 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. Students must fulfill 50 clock hours of approved supplemental preparation prior to enrolling in RSM430.

GRADUATION REQUIREMENTS

Students with a Health and Exercise Science concentration must have current CPR Certification at graduation. Graduating students are strongly encouraged to have one of the following: certification or application for certification as a Health Fitness Instructor or higher from ACSM, Athletic Trainer from the NATA; Personal Trainer or higher from the NSCA, Club Coach or higher from the USWF, or other certifications cleared by the Department via petition or acceptance into an accredited graduate program at graduation. In addition, students are required to take and pass the HPER exit exam their last semester before they graduate.

Students with the Teacher Education in Physical Education concentration must meet all requirements to student teach and pass student teaching with a grade of C or better.

Students with the General Concentration must take and pass the HPER department exit exam their last semester before graduation.

Recreation Management majors must complete all course work with a C or better and meet all exit requirements for the major as required in RSM420 and RSM430.

BACHELOR OF SCIENCE DEGREE REQUIREMENTS

The Bachelor of Science in Physical Education requires both the core classes as well as a concentration.

Core Requirements			Credits
BIO	250	Anatomy and Physiology	5
PED	191	Foundations of Physical Education (students who have completed the PTA degree may substitute 3 hrs. of PTA 100)	2
PED	303	Kinesiology	3
PED	304	Physiology of Exercise	3
PED	305	First Aid: Responding to Emergencies	OR
PED	306	Sport Safety Training	2
PED	317	Principles of Strength Training & Conditioning	OR
PED	318	Principles of Aerobic Training	2
PED	374	Psychology of Sport	2
PED	385	Athletic Training	2
PED	391	Personal and Environmental Health	3
PED	393	Measurement in Physical Education	3
PED	480	Practicum in Physical Education	OR
PED	481	Children's Lifetime Sports Academy Practicum	2
TOTAL			29

## Major in Physical Education -

### Health and Exercise Science Concentration

Students with a concentration in Exercise Science are preparing for private, industrial and commercial fields as exercise specialists. Students are required to take the 29 credit core requirements and an additional 23-24 credits in the Health and Exercise Science concentration for a total of 52-53 credits with C or better in all courses in the major.

#### Core courses plus:

			<i>Credits</i>
ALH	106	Medical Terminology	2
ALH	352	Applied Nutrition	2
PED	401	Graded Exercise Testing	3
PED	430	Field Experience in Health and Exercise Science (students who have completed the PTA degree may substitute 10 hrs. of PTA 285 and 290)	9
PED	451	Research in Health and Exercise Science	3
A minimum of 4 credit hours from:			4
PED	388	Community Health (2)	
PED	294	Drug Education (3)	
PSY	220	Health Psychology/Stress Management (3)	
RSM	325	Recreation Law for the Practitioner (2)	
<b>TOTAL CONCENTRATION</b>			<b>23/24</b>
<b>CORE</b>			<b>29</b>
<b>TOTAL</b>			<b>52/53</b>

## Major in Physical Education -

### General Concentration

All students must take the 29 credits in degree requirements. For the Physical Education General Concentration an additional 22 credits in Physical Education course work are required for a total of 51 hours with a C or better in all courses. 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.

#### Core courses plus:

			<i>Credits</i>
PED	240	Methods and Techniques of Lifetime Activities	3
PED	241	Methods and Techniques of Sports	3
PED	246	Methods and Techniques of Dance & Gymnastics	2
PED	380	Rhythms & Creative Movement for Elementary School	3
PED	382	Elementary School Physical Education	3
PED	383	Adapted Physical Education	2
PED	392	Child Growth and Motor Development	3
PED	375	Sociocultural Aspects of Sport and Physical Activity	3
<b>TOTAL OPTION</b>			<b>22</b>
<b>CORE</b>			<b>29</b>
<b>TOTAL</b>			<b>51</b>

## Major in Physical Education - General Concentration

Students interested in coaching or teaching physical education at the elementary or secondary level are required to complete the 29 credits in physical education core, plus the 22 credits in physical education general concentration with a C or better in all courses. Students must also complete the professional education sequence of 27 credits required for teacher certification with a C or better in all courses. For teacher certification in Missouri, students must have PSC101, PSY101, HIS140 or HIS150, and BIO101 in general studies and are required to maintain a 2.5 GPA minimum in major courses and 2.5 GPA minimum overall. The student must be accepted into the education department before taking courses higher than EDU203. To be accepted in the education department the student must have a 2.5 GPA, pass the CBASE with a 235 in each area and a 22 ACT. The student may waiver the ACT requirement if he/she scores a 265 in each area of the CBASE. Prior to a student enrolling in EDU409 he/she must complete in order the following: 1) pass the PRAXIS, 2) complete and turn in to HPER faculty advisor 10 experiences of supplemental preparation (the experiences are outlined by the Health, Physical Education and Recreation Department), and lastly successfully complete the student interview process.

Core courses plus:			Credits
EDU	202	Intro. to Education	3
EDU	203	Participation in Teaching I	1
EDU	225	Educational Psychology	2
EDU	303	Experience in Teaching II	2
EDU	304	Applied Methods and Management	3
EDU	311	Secondary Teaching Techniques	2
EDU	315	Psych. & Ed. of the Excep. Student	2
EDU	404	Seminar in Sec. Ed.: Human Relations	3
EDU	409	Student Teaching III	9
<b>TOTAL</b>			<b>27</b>
<b>CORE</b>			<b>29</b>
<b>GENERAL OPTION</b>			<b>22</b>
<b>TOTAL</b>			<b>78</b>

## Major in Recreation Sport Management

Courses for this major must total 61 credits, including the 31 core credits and additional 30 credits in the concentration area with a C or better in all classes. Classes 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. Students seeking a Recreation Sport Management major must submit an application to their advisor for approval prior to enrolling in RSM323, RSM330, RSM343, RSM420, RSM424, and RSM430.

Core:			Credits
RSM	220	Introduction to Recreation	3
RSM	230	Recreation: Field Experience I	2
RSM	300	Philosophy & 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 & Administration of Leisure Agencies	3
PED	305	First Aid: Responding to Emergencies	OR
PED	306	Sport Safety Training	2
RSM	430	Recreation: Field Experience III	9
<b>TOTAL CORE</b>			<b>31</b>

### Recreation Management Concentration

Core courses 30 hours selected from the courses listed below:

*Credits*

CSC	201	Microcomputer Applications (3)
LAW	110	Juvenile Delinquency (3)
PED	144	Beginning Recreational Games (1)
PED	310	Principles & Administration of Coaching (2)
PED	374	Psychology of Sport (2)
PED	481	Children's Lifetime Sports Academy (2)
RSM	322	Social Recreation (2)
RSM	335	Instructor of Initiatives (2)
RSM	342	Parks & Recreation Areas & Facilities (3)
RSM	343	Promotion of Sport and Recreation Agencies (3)
RSM	344	Adventure Travel and Tourism Development (3)
RSM	365	Introduction to Special Populations (3)

Two of the following (2 credits each):

PED	311	Coaching & Officiating of Football
PED	312	Coaching & Officiating of Basketball
PED	313	Coaching & Officiating of Baseball & Softball
PED	314	Coaching & Officiating of Track & Field
PED	315	Coaching & Officiating of Volleyball
PED	316	Coaching & Officiating of Wrestling
PED	317	Principles of Strength Training & Conditioning
PED	319	Coaching & Officiating of Soccer

**TOTAL CONCENTRATION**

**30**

**CORE**

**31**

**TOTAL**

**61**

### Sport Management Concentration

Core courses plus 30 hours selected from the courses listed below:

*Credits*

ACC	201	Introductory Financial Accounting (3)
CSC	201	Microcomputer Applications (3)
ECO	260	Principles of Macroeconomics (3)
GBA	220	Business Communications (3)
JOU	200	Principles & Theory of Mass Media & Journalism (3)
MGT	301	Management of Organizations (3)
PED	374	Psychology of Sport (2)
PED	375	Sociocultural Aspects of Sport and Physical Activity (3)
PED	481	Children's Lifetime Sports Academy (2)
RSM	335	Instructor of Initiatives (2)
RSM	342	Resorts, Parks, Recreation Areas & Facilities (3)
RSM	343	Promotion of Sport and Recreation Agencies (3)
RSM	344	Adventure Travel & Tourism Development (3)
RSM	360	Commercial Recreation (3)
RSM	365	Introduction to Special Populations (3)

**TOTAL CONCENTRATION**

**30**

**CORE**

**31**

**TOTAL**

**61**

## MINOR REQUIREMENTS

### Minor in Recreation Sport Management

The student must successfully complete 21 credits of C or better in all courses.

Required CORE Courses:			Credits
RSM	220	Introduction to Recreation	3
RSM	323	Program Planning in Recreation	3
RSM	325	Recreation Law for the Practitioner	2
RSM	424	Organ. & Admin. of Leisure Agencies	3
RSM	480	Practicum in Recreation	2
PED	305	First Aid: Responding to Emergencies	OR
PED	306	Sport Safety Training	
SUBTOTAL			<u>2</u>
			15
Plus 6 hours of the following:			
RSM	300	Philosophy and Leadership in Rec. Adm. (3)	
RSM	335	Instructor of Initiatives (2)	
RSM	342	Resorts, Parks, Recreation Areas & Facilities (3)	
RSM	343	Promotion of Sport and Recreation Agencies (3)	
RSM	344	Adventure Travel and Tourism Development (3)	
RSM	360	Commercial Recreation (3)	
SUBTOTAL			<u>6-8</u>
TOTAL FOR THE MINOR			<u>21-23</u>

### Minor in Athletic Coaching

Majors in or outside the field of education may also receive a minor in Athletic Coaching.

The student must successfully complete 21 credits of C or better in all courses:

PED	240	Methods and Techniques of Lifetime Activities	3
PED	241	Methods & Techniques of Sports	3
PED	304	Physiology of Exercise	3
PED	305	First Aid: Responding to Emergencies	OR
PED	306	Sport Safety Training	
PED	310	Principles & Administration of Coaching	2
PED	374	Psychology of Sport	2
PED	385	Athletic Training	2
			6
6 credits from the following (2 credits each):			
PED	311	Coaching & Officiating of Football Field	
PED	312	Coaching & Officiating of Basketball	
PED	313	Coaching & Officiating of Baseball & Softball	
PED	314	Coaching & Officiating in Track & Field	
PED	315	Coaching & Officiating of Volleyball	
PED	316	Coaching & Officiating of Wrestling	
PED	319	Coaching & Officiating of Soccer	
TOTAL FOR THE MINOR			<u>21</u>

### Minor in Wellness

MWSU students not majoring in the field of Physical Education may minor in Wellness. 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.

Students seeking this minor must complete at least 23 credits from the following classes with a C or better in all courses:

			Credits
ALH	352	Applied Nutrition	2
PED	303	Kinesiology*	3
PED	304	Physiology of Exercise*	3
PED	305	First Aid: Responding to Emergencies	2
PED	317	Strength and Conditioning Principles	2
PED	318	Aerobic Training Principles	2
PED	391	Personal and Environmental Health	3
	<b>SUBTOTAL</b>		<b>17</b>

(\*Prerequisite: BIO 250 or permission of instructor.)

In addition to the previous courses listed, the student must choose a minimum of 5 credit hours from the following courses:

PSY	220	Health Psychology / Stress Management (3)	
PED	374	Psychology of Sport (2)	
PED	480	Practicum in Physical Education (2)	
PED	401	Graded Exercise Testing (3)	
	<b>SUBTOTAL</b>		<b>5</b>
	<b>TOTAL REQUIREMENT FOR MINOR</b>		<b>22-23</b>

## Minor in Childhood Studies

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.

Students must successfully complete at least eighteen hours from the following list of classes. 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:**

			Credits
EDU	315	Psychology and Education of the Exceptional Child (Declared Childhood Studies minors are exempt from EDU303 and EDU304 as prerequisites for this course.)	2
EDU	420	Counseling Techniques/Parents	2
EDU	421	Family, Community and Schools-Partnering for Young Children (Declared Childhood Studies minors are exempt from EDU358 as a prerequisite for this course.)	3
ENG	300	Literature for Children	3
ENG	400	Literature for Adolescents	3
LAT	370	Domestic Relations	3
LAW	110	Juvenile Delinquency	3
LAW	440	Juvenile Law and Procedures	3
NUR	433	Health Alterations: Maternal Child	6
PED	392	Child Growth and Motor Development	3
PSY	240	Life-span Developmental Psychology	<b>OR</b>
PSY	319	Child/ Adolescent Psychology (Prerequisite: PSY101. Declared Childhood Studies minors are exempt from PSY200 as a prerequisite for this course.)	3
PSY	470	Child Psychopathology and Exceptionalities (Prerequisite: PSY101 and either PSY240 or PSY319. Declared Childhood Studies minors are exempt from PSY200 as a prerequisite for this course.)	3

SOC 330	The Family	3
SWK 325	Family and Child Welfare	3
*Internship:	Relevant field experience/practicum/internship through any academic department. May be repeated for credit.	1-3
*Relevant Special Topics Course	offered through any academic department. May be repeated for credit.	1-3
*Relevant Independent Study	arranged with any full-time faculty member. May be repeated for credit.	

\* Only three credit hours of any one internship (including student teaching), special topics course, or independent study maybe applied to the minor.

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. Students enrolled in the Minor in Childhood Studies will also be assigned an advisor from the Childhood Studies Committee. Programs of study shall be kept on file by the Director of Childhood Studies.

### CERTIFICATION IN HEALTH EDUCATION

Teachers holding valid elementary or secondary teaching certificates may be granted additional certification in health upon successful completion of the following course-work. Transfer hours are subject to review. A grade-point average of 2.5 in the subject area is required.

		<i>Credits</i>
ALH 352	Applied Nutrition	2
BIO 250	Anatomy and Physiology	5
PED 222	Human Sexuality	3
PED 305	First Aid: Responding to Emergencies	2
PED 370	Methods in Teaching Health and Physical Education	3
PED 388	Principles and Issues in Community Health	2
PED 391	Personal and Environmental Health	3
PED 294	Drug Education	3
PSY 220	Health Psychology/Stress Management	3
PED 392	Child Growth & Development	3
ALH 106	Medical Terminology	2
<b>TOTAL</b>		<b>31</b>

### FACILITY AND SPECIAL FEES FOR ALL COURSES

A facility fee of \$10 is required for all courses in the department. Special fees are charged for some courses which require special equipment and/or facilities.

### Semester Designation

- F -- the course is offered in the fall semester
- Sp -- the course is offered in the spring semester
- Su -- the course is offered in the summer semester
- DD -- the course is offered at the discretion of the department

### PHYSICAL EDUCATION THEORY COURSES

Waiving of any course prerequisites requires prior departmental authorization.

**PED 100 Introduction to Health, Physical Education and Recreation (3) F, Sp.** Intro-duction 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 (3) F, Sp, Su.** 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 PED101 labs:

**PED 101 Fitness & Wellness Laboratory: 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.

**PED 101 Fitness & Wellness Laboratory: 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.

**PED 101 Fitness & Wellness Laboratory: Fitness Swimming.** Designed to instruct students in a swimming program to develop overall muscular strength and muscular endurance, flexibility and cardiovascular fitness. Prerequisite: Intermediate swimming level and above.

**PED 101 Fitness & Wellness Laboratory: Jogging.** Designed to instruct students in a jogging program to develop overall muscular strength, muscular endurance, flexibility and cardiovascular fitness.

**PED 101 Fitness & Wellness Laboratory: 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.

**PED 101 Fitness & Wellness Laboratory: Strength Training.** Designed to instruct students in weight resistant activities to develop overall muscular strength, muscular endurance, and flexibility.

**PED 101 Fitness & Wellness Laboratory: 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 191 Foundations of Physical Education (2) F.** Historic and philosophic analysis of physical education emphasizing physical education as an academic discipline, professional opportunities, and associated fields. Recommended for freshmen.

**PED 222 Human Sexuality (3) F.** 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 and Techniques of Lifetime Activities (3) F, Sp.** Presents Teaching Methodology - develops knowledge and skills in the lifelrime activities. Two hour lecture and two hours lab. May require additional off campus meetings for applied teaching experiences.

**PED 241 Methods and Techniques of Sports (3) F, Sp.** Presents Teaching Methodology - develops knowledge and skills in the team sports of basketball, flag football, soccer, and volleyball. Two hour lecture and two hours lab. May require additional off campus meetings for applied teaching experiences.

**PED 246 Methods and Techniques of Dance and Gymnastics (2) Sp.** Presents teaching methodology and develops knowledge and skills in social, folk, and square dance, stunts and tumbling, and apparatus gymnastics. One hour lecture, two hours lab. May require additional off-campus meetings.

**PED 283 Introduction to Research Methods in Physical Education (1-2) DD.** Introduction to basic research in physical education. Individual and team projects involving methods for solving physical education-related research problems. Prerequisite: Consent of the department.

**PED 294 Drug Education (3) Sp.** 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 (3) F, Sp.** Analyzes movement from the study of anatomical structures and mechanical principles of the human body; applicable to elementary, secondary, and adult populations. Prerequisite: BIO250 with C or better.

**PED 304 Physiology of Exercise (3) F, Sp.** 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: BIO250 with a C or better.

**PED 305 First Aid: Responding to Emergencies (2) F, Sp, Su-Interession (odd-numbered years).** 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. One hour lecture, two hours lab.

**PED 306 Sport Safety Training (2) F, Sp, Su-Interession (even-numbered years).** 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 concentrations 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. One hour lecture, two hours lab.

**PED 310 Principles and Administration of Coaching (2) DD.** 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: Junior standing.

**PED 311 Coaching and Officiating of Football (2) F (odd-numbered years).** 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. Prerequisite: Sophomore standing. May require additional off-campus meetings.

**PED 312 Coaching and Officiating of Basketball (2) F.** 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. Prerequisite: Sophomore standing.

**PED 313 Coaching and Officiating of Baseball and Softball (2) Sp (odd-numbered years).** 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. Prerequisite: Sophomore standing. May require additional off-campus meetings.

**PED 314 Coaching and Officiating in Track and Field (2) Sp (even-numbered years).** 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. Prerequisite: Sophomore standing. May require additional off-campus meetings.

**PED 315 Coaching and Officiating of Volleyball (2) F.** 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. Prerequisite: Sophomore standing. May require additional off-campus meetings.

**PED 316 Coaching and Officiating of Wrestling (2) Sp (even-numbered years).** 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. Prerequisite: Sophomore standing. May require additional off-campus meetings.

**PED 317 Principles of Strength Training and Conditioning (2) Sp.** 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. One hour lecture, two hours lab. May require additional off-campus meetings.

**PED 318 Principles of Aerobic Training (2) F.** 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 (2) Sp.** 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. Prerequisites: Sophomore standing. May require additional off-campus meetings.

**PED 370 Methods in Teaching Health and Physical Education (3) F, Sp.** 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: PED101 and official admittance to the teacher education program.

**PED 374 Psychology of Sport (2) F, Sp.** Emphasizes the psychology and sociology of the sports participant from the standpoint of participant's behavior toward other individuals and groups. Prerequisite: PSY101 and Junior standing.

**PED 375 Sociocultural Aspects of Sport and Physical Activity (3) Sp.** 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 (3) F, Sp.** 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. Two hour lecture, two hours lab. Prerequisite: Sophomore standing. Elementary education majors may not take the course until officially admitted to teacher education. Students will be required to meet off-campus for teaching experience.

**PED 381 Outdoor Education (3) DD.** 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 (3) F, Sp.** Fundamental skills, sports, and games for the elementary school physical education program. Two hours lecture, two hours lab. Prerequisite: Sophomore standing. May meet off-campus for micro teaching experiences in an elementary school; may have one teaching experience at night.

**PED 383 Adapted Physical Education (2) Sp.** 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 (2) F, Sp.** Prevention and care of common athletic injuries, protective equipment, and training methods. One hour lecture, two hours lab. Prerequisite: BIO250.

**PED 386 Prevention, Intervention and Treatment of Sexually Transmitted Diseases. (3) Sp (even-numbered years).** 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: BIO101 or BIO105 and Junior standing.

**PED 387 Current Issues in Health Education (3) F (odd-numbered years).** 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 refereed journals. Prerequisite: Junior standing.

**PED 388 Community Health (2) F.** This course examines the issues and problems that exist within the political, social, cultural and economic dimensions of community health. Prerequisite: Junior standing.

**PED 391 Personal and Environmental Health (3) F, Sp.** 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. Prerequisites: A grade of C or better in PED101 and BIO101.

**PED 392 Child Growth and Motor Development (3) F, Sp.** 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 (3) F, Sp.** 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.

**PED 395 Intramural Management (2) F.** Organization and administration of intramural and extramural activities. Assistance in the intramural program is required. One hour lecture, two hours lab.

**PED 401 Graded Exercise Testing (3) Sp.** 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: A grade of C or better in PED304.

**PED 430 Field Experience in Health and Exercise Science (9) F, Sp, Su.** A 400 hour internship with an agency related to Health and Exercise Science to develop and utilize skills learned in the classroom. Prerequisite: senior status; a grade C or above in all PED courses; completion of all departmental application requirements; and agency acceptance of the intern.

**PED 450 Independent Research/Project (1-5) F, Sp, Su.** Investigation of a research problem, project, or topic on an individual conference basis. Prerequisite: 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 (3) F.** 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. Prerequisites: Junior or Senior standing; a grade of C or better in PED303, PED304, and PED393.

**PED 480 Practicum in Physical Education (2) F, Sp, Su.** Individualized in-depth study of a subject in which the student is particularly interested. Prerequisite: Junior or Senior standing and consent of department chairperson and offered only to HPER majors.

**PED 481 Children's Lifetime Sports Academy Practicum (2) Su.** 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 (2) F (odd-numbered years).** 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: A grade of C or better in PED385.

## LIFETIME SPORTS PHYSICAL EDUCATION

### ACTIVITY COURSES

All activities designated in this category meet the general studies requirement. No activity course can be repeated for credit except PED110, PED158, PED159, and PED160. Lifetime sport physical education activities will be offered during semesters when staff and facilities are available.

All sports activities are designed for the development of techniques, knowledge, appreciation, and skills used during the individual's lifetime for recreation and fitness, and serve as excellent stress diversion activities.

**PED 110 Adaptive Activities (1) DD.** 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.

**PED 112 Beginning Racquetball (1) DD.** 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.

**PED 116 Beginning Bait and Fly Casting (1) DD.** Introduction to sport fishing. Emphasizes casting skills, methods of fishing, fish habitat, conservation practices, and lure making. Field trip may be required.

**PED 117 Beginning Riflery and Trap Shooting (1) DD.** 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.

**PED 118 Beginning Bowling (1) DD.** House fee required.

**PED 119 Beginning Golf (1) DD.** Students must furnish four new golf balls.

**PED 120 Beginning Tennis (1) DD.** Students must furnish racquet and one can of new tennis balls.

**PED 121 Beginning Badminton (1) DD.** Students must furnish three new shuttlecocks.

**PED 122 Beginning Orienteering: Map and Compass (1) DD.** 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.

**PED 123 Beginning Judo (1) DD.** Student must furnish gi.

**PED 124 Beginning Survival and Primitive Living (1) DD.** 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.

**PED 127 Beginning Archery (1) DD.** 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.

**PED 128 Beginning Backpacking (1) DD.** 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.

**PED 130 Beginning Swimming (1) DD.** Basic skills in swimming. Swim suit required. Non-swimmers only.

**PED 131 Lifeguard Training (1) DD.** Provides minimum skills training for a person to qualify to serve as a lifeguard. Prerequisite: 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).

**PED 132 Intermediate Swimming (1) DD.** Development of swimming strokes. Swim suit required. Prerequisite: Ability to swim.

**PED 135 Skin and Scuba Diving (1) DD.** Techniques and safety for skin and scuba diving. Swim suit and special fee required. Prerequisite: Above-average ability to swim.

**PED 137 Water Safety Instructor (1) DD.** Water safety techniques as prescribed by the American Red Cross; W.S.I. Certification for those who qualify. Swim suit required. Prerequisite: 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.

**PED 138 Beginning Canoeing (1) DD.** Practical instruction in canoeing. Emphasizes safety and techniques. On-the-water experiences are integral with instruction. Students must be able to swim.

**PED 139 Beginning Skiing (1) DD.** Development of basic skills in downhill (Alpine) and/or cross country skiing. Special fee required.

**PED 140 Beginning Ice Skating (1) DD.** Special fee required.

**PED 141 Beginning Karate (1) DD.** Students must furnish gi.

**PED 142 Hap Ki Do (1) DD.** A martial art activity with emphasis on self-defense. Students must furnish gi.

**PED 144 Beginning Recreational Games (1) DD.** Shuffleboard, table tennis, horseshoes, croquet, and others.

**PED 145 Aerobic Dance (1) DD.** An activity course in which students' cardiovascular endurance is developed through continuous rhythmic exercise and dance set to music.

**PED 146 Beginning Social Dance (1) DD.**

**PED 147 Beginning Ballet (1) DD.** Introduction to ballet with emphasis on developing style, the basics of body alignment, arm placement, footwork and expressiveness. Students must furnish ballet shoes.

**PED 153 Beginning Modern Dance (1) DD.** Students must furnish leotard.

**PED 156 Beginning Tap Dance (1) DD.** Students must furnish tap shoes.

**PED 157 Dance Choreography (1) DD.** 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.

**PED 158 Intercollegiate Sports I (1) DD.** Intercollegiate athletic team members who are on the men's football, men's basketball, women's volleyball, women's golf, women's soccer or women's basketball teams only. May be taken up to four times for credit.

**PED 159 Intercollegiate Sports II (1) DD.** 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.

**PED 160 Dance Participation (1) DD.** 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. Prerequisite: Consent of Dance Company Sponsor.

**PED 171 Beginning Cave Exploring (1) DD.** Introduction to the sport of spelunking. Emphasizes safety aspects and appreciation of cave ecology. Course includes caving trips. Equipment furnished by the department.

**PED 172 Intermediate Cave Exploring (1) DD.** Continuation of PED171. 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. Prerequisite: PED171.

**PED 175 Beginning Volleyball (1) DD.**

**PED 180 Pilates (1) DD.** A progressive activity where students learn proper body alignment and techniques for integration into movement with emphasis on lower back and abdominal strength.

**PED 185 Beginning Weight Training and Conditioning (1) DD.**

**PED 186 Aerobics Fitness (1) DD.**

**PED 187 Beginning Cycling (1) DD.** Students must furnish bicycle.

**PED 188 Wilderness Canoeing (1) DD.** 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.

**PED 189 Beginning Pistol and Skeet (1) DD.** Pistol and skeet marksmanship, emphasizing range practice; methods and techniques of reloading ammunition and cleaning firearms. Students must provide own ammunition.

**PED 190 Adult Physical Fitness (1) F, Sp.** 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.

**PED 193 Special Weight Training Class for Athletes Only (1) DD.** Limited to members of MWSU Intercollegiate Athletic Teams only. May be taken one time only for credit.

**PED 219 Intermediate Golf (1) DD.** Students must furnish four new golf balls. Prerequisite: PED119.

**PED 250 Intermediate Ice Skating (1) DD.** Continuation of PED140. Emphasizes ice skating as a leisure activity for a lifetime. Special fee required.

**PED 253 Intermediate Modern Dance (1) DD.** Students must furnish leotard. Prerequisite: PED153.

## RECREATION SPORT MANAGEMENT COURSES

Waiving of any course prerequisites requires prior departmental authorization.

**RSM 220 Introduction to Recreation (3) F, Sp.** 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 (2) F, Sp.** Practical, exploratory view of three recreation agencies from an on-the-job perspective. One hour lecture, five hours lab. Prerequisite: RSM220 with a grade of C or better.

**RSM 283 Introduction to Research Methods in Recreation/Sport Management (1-2) DD.** 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: Consent of the department.



**RSM 300 Philosophy and Leadership in Recreation Administration (3) F, Sp.** 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 (2) DD.** Principles and techniques of administering and conducting social events; emphasizes planning, discussion, demonstration, and participation.

**RSM 323 Program Planning in Recreation (3) F, Sp.** Basic principles and practices in planning recreation programs in a variety of settings. Prerequisite: A grade of C or better in both RSM220 and RSM300.

**RSM 325 Recreation Law for the Practitioner (2) F, Sp.** 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 (2) DD.** 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 (3) F, Sp, Su.** Supervised leadership assignment in a leisure agency leading to a deeper conceptual view of intended professional aspirations. One hour lecture, eight hours lab. Prerequisites: Completed major-minor declaration in Recreation Sport Management program, a grade of C or better in RSM230, minimum overall GPA or 2.2, and 20 supplemental preparation hours.

**RSM 335 Instructor of Initiatives (2) F.** 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 (3) Sp (even-numbered years).** 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 (3) Sp.** 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. Prerequisites: A grade of C or better in RSM220.

**RSM 343 Promotion of Sport and Recreation Agencies (3) F, Sp.** 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 (3) F.** 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. Prerequisites: A grade of C or better in RSM220 and RSM300 or permission of instructor.

**RSM 360 Commercial Recreation (3) F.** 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 (3) DD.** 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 (1) F, Sp.** Practical preparation for the profession including job-finding skills, interview techniques, values of recreation association, and visits from field professionals. Prerequisites: Completed major-minor declaration in Recreation Sport Management program, senior standing, and a grade of C or better in all RSM core courses (except RSM430).

**RSM 424 Organization and Administration of Leisure Agencies (3) F, Sp.** The internal operation of leisure organizations including staffing, finance, public relations, areas and facilities, decision making, and problem solving. Prerequisites: Completed major-minor declaration in Recreation Sport Management program, senior standing, and a grade of C or better in RSM220, RSM300, RSM323, and RSM325.

**RSM 430 Recreation: Field Experience III (9) F, Sp, Su.** Full-time internship with a leisure agency to develop and utilize skills learned in the classroom. Prerequisite: Completed major-minor declaration in Recreation Sport Management; complete 31 hour core with C or better in all core courses; complete 50 hour supplemental preparation hours; 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 (1-5) F, Sp, Su.** Investigation of a research problem, project, or topic on an individual conference basis. Prerequisites: 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 (2) F, Sp, Su.** An individualized in-depth study of a subject in which the student is particularly interested. Prerequisite: Junior or senior standing and consent of department chairperson and offered only to HPER majors.

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# Department of Military Science

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Lt. Col. Shay Howard, *Chairperson*    [jhoward11@missouriwestern.edu](mailto:jhoward11@missouriwestern.edu)    271-4541/4542  
<http://www.missouriwestern.edu/ROTC/>

College-graduate junior 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 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. With the exception of a five-week paid summer experience, all instruction is presented on campus. Various field trips are conducted to further enrich the student's appreciation of national defense in its broadest sense and to develop leadership and managerial skills.

The United States Army commissions 2nd Lieutenant rank to the individual who completes either the two-year or four-year ROTC program and obtains a baccalaureate 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 26 credit hours of military science offerings on campus: 6 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.

### 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 Leadership Training Course (LTC) between their sophomore and junior years.

## MILITARY SCIENCE MINOR

Qualified students who complete the academic classes of the advanced ROTC program (MIL302, MIL312, MIL316, MIL326, MIL402, MIL412, MIL416, MIL426: total 20 hours) are eligible for a military science minor. A declaration of minor form must be completed at the time of entry into the advanced ROTC 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 and complete the Cadet Command Enhanced Skills Training Program (ESTP).

All students seeking a commission must attend a five-week advanced training and assessment experience normally the summer between the junior and senior years. Attendance may be deferred until after the senior year at the discretion of the Chairperson of Military Science. The Leadership Development and Assessment Course (LDAC) is at Fort Lewis, Washington. Additionally, students may compete for selection to attend additional training after LDAC at the Army's Airborne or Air Assault schools or to participate in a three-week summer internship with Army field units in either 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.

## Semester Designation

- F -- the course is offered in the fall semester
- Sp -- the course is offered in the spring semester
- Su -- the course is offered in the summer semester
- DD -- the course is offered at the discretion of the department

## MILITARY SCIENCE COURSES

Waiving of any course prerequisites requires prior departmental authorization.

**MIL 102 Leadership Practicum (2) F.** Examines leadership in basic tactical and patroling 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 105 Rappelling and Military Rifle Marksmanship (1) DD.** Course teaches techniques and methods of rappelling, rope management, knot tying, small bore rifle marksmanship and range safety. May be substituted for physical education activity credit in General Studies Category Five - Physical Health.

**MIL 112 Leadership Practicum (2) Sp.** Continuation of MIL102. 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 Foundations of Officership (1) F.** The course introduces the student to issues and competencies that are central to a commissioned officer's responsibilities. These initial lessons establish a framework for understanding officership, leadership, and Army values. Additionally, the semester addresses "life skills" including fitness and time management. This course is designed to give the student an accurate insight into the Army profession and the officer's role in the Army.

**MIL 126 Basic Leadership (1) Sp.** This course builds upon the fundamentals introduced in MIL 116 Foundations of Officership, by focusing on leadership theory and decision making. "Life skills" lessons in this semester include: problem solving, critical thinking, leadership theory, followership, group interaction, goal setting, and feedback mechanisms. Upon completion of this semester, students are prepared to advance to more complex leadership instruction concerning the dynamics of organization. Additionally, students will be increasingly required to demonstrate knowledge of leadership fundamentals and communications (written and oral). Prerequisite: MIL116 or departmental approval.

**MIL 202 Leadership Practicum (2) F.** 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 MIL216.

**MIL 210 Introduction to Survival and Cross-Country Orienteering (2) DD.** Introduction to survival techniques and how to read a map and use a compass to negotiate a land navigation course. Additionally, the course provides basic tips about how to survive in the outdoors. Prerequisites: MIL105 and MIL116, or departmental approval.

**MIL 212 Leadership Practicum (2) Sp.** Continuation of MIL202 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 MIL226.

**MIL 216 Individual Leadership Studies (2) F.** This semester is designed to develop within the student a knowledge of self, self-confidence and individual skills. Through experiential learning activities, students will develop problem-solving and critical-thinking skills, and apply communication, feedback and conflict-resolution skills. Building upon the fundamentals introduced in MIL116/MIL126, this course delves into several aspects of communication and leadership theory. The focus of the semester is on critical "life skills" which enable the student's future success. The course concludes with a major leadership and problem-solving case study which draws upon previous instruction. To be taken concurrently with MIL202. Prerequisites: MIL116 and MIL126 or departmental approval.

**MIL 220 Advanced Survival Skills (2) DD.** Provides the student with knowledge and practical experience in field expedient first aid and selected survival subjects. Course emphasizes first aid, land navigation, shelters, traps and snares, and water procurement.

**MIL 226 Leadership and Teamwork (2) Sp.** 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 MIL212. Prerequisites: MIL116, MIL126, and MIL216 or departmental approval.

**MIL 283 Introduction to Research Methods in Military Science (1-2) DD.** Introduction to basic research in military science. Individual and team projects involving methods for solving military science related research problems. Prerequisite: Departmental approval.

**MIL 302 Leadership Practicum (2) F.** 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. To be taken concurrently with MIL316.

**MIL 312 Leadership Practicum (2) Sp.** 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 MIL326.

**MIL 316 Leadership and Problem Solving (3) F.** Provides the student with no prior military or cadet experience the ability to quickly learn essential cadet knowledge and skills necessary for successful performance of cadet tasks. Following an introduction to the principles of physical fitness and healthy lifestyles, lessons will cover: the Leader Development Program, planning and conducting individual and small unit training, basic tactical principles, reasoning skills and the military-specific application of these skills in the form of the Army's troop-leading procedures. The course concludes with a detailed examination of officership, which culminates in a five-hour officership case study. To be taken concurrently with MIL302. Prerequisite: Completion of 6 credit hours in Military Science and departmental approval.

**MIL 320 Introduction to U.S. Army Organizations and Equipment (1) DD.** Provides students with an overview of the organization and structure of the United States Army, the role and missions of the Army Nurse Corps, and an introduction to the equipment, organization and tactics of Army combat units. Prerequisite: Acceptance into an accredited four-year nursing program.

**MIL 326 Leadership and Ethics (3) Sp.** Continues the focus from MIL 316 on doctrinal leadership and tactical operations at the small unit level. Instructional modules include: Army branches, Army leadership philosophy, dynamics of a group environment, oral and written presentation skills, culminating in instruction in national and Army values and ethics. This critical semester synthesizes the various components of training, leadership and team building. To be taken concurrently with MIL312. Prerequisite: MIL316.

**MIL 330 Leadership and Small Unit Operations (1) DD.** Examines the principles of leadership and how they relate to small unit operations, to include the role and responsibilities of the medical service officer in evaluating and treating injured, sick and wounded people. Prerequisite: MIL320.

**MIL 402 Leadership Practicum (2) F.** 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 MIL416.

**MIL 412 Leadership Practicum (2) Sp.** 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 MIL426.

**MIL 416 Leadership and Management (3) F.** A series of lessons designed to enable students to make informed career decisions as they prepare for commissioning and service as Second Lieutenants. Classes concentrate on Army operations and training management, and communications and leadership skills, which support the final transition from cadet/ student to Lieutenant/ leader. Subjects include: The Army Training Management System, coordinating activities with staffs, and counseling skills. At the end of this semester, students should possess the fundamental skills, attributes and abilities to operate as a competent leader in the cadet battalion. To be taken concurrently with MIL402.

**MIL 420 Training and Logistics Management (1) DD.** Familiarizes student with the components of the U.S. Army Training Management and Logistics System. In addition, examines international military power, advanced problem-solving, planning/ coordination/ execution of special events and leadership pursuits as an army 2nd Lieutenant. Prerequisite: MIL330.

**MIL 426 Officership (3) Sp.** A series of lessons that provide a review of the ethical dimensions of leadership, law in leadership, organizing for military operations to include historical case studies, personnel, supply and maintenance administration and management, personal financial planning and entering the service. The semester concludes with a 12-lesson experiential exercise simulating assignment as a new Lieutenant in a unit. To be taken concurrently with MIL412. Prerequisite: MIL416.

**MIL 430 Military Justice and Leadership (1) DD.** Study of the U.S. Army Military Justice System and examination of the working relationships between nurses, doctors, and administrative staffs at Army hospitals. Prerequisite: MIL420.

**MIL 450 Independent Research/Project (1-5) DD.** Investigation of a research problem, project, or topic on an individual conference basis. Prerequisites: A minimum of 2.5 GPA and departmental approval.

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# Department of Nursing and Allied Health

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Dr. Kathleen O'Connor, *Chairperson*      koconnor5@missouriwestern.edu      271-4415  
<http://www.missouriwestern.edu/Nursing/>  
<http://www.missouriwestern.edu/HIT/>  
<http://www.missouriwestern.edu/PTA>

A Bachelor of Science degree in Health Informatics and Information Management, a Bachelor of Science degree in Nursing and an Associate of Applied Science in Physical Therapist Assistant Program are offered through the Department of Nursing. Specific information about all of the degrees are found in this section.

## BACHELOR OF SCIENCE - NURSING

The Department of Nursing 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. Students must achieve a minimum semester GPA of 2.5 in nursing courses. 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.

## Admission Requirements

Freshmen desiring to enter the 4-year BSN program should declare a pre-major in Nursing at the time of enrollment. Application to the Department of Nursing 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 achieve a composite score of 20 on the American College Test (ACT) (1990 Edition). (If a student has a minimum of 30 college credits and meets other admission criteria, the ACT requirement may be waived.)
- The applicant must have a minimum overall GPA of 2.7.
- The applicant must have completed or be currently enrolled in all general studies and nursing support courses.
- High school seniors and MWSU freshman with outstanding academic records should contact the Department of Nursing 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 the 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 Nursing CAS can be found on Department of Nursing webpage.

Specific admission and retention requirements are available in the Department of Nursing.

A grade of "C" or better is required in all courses required in the Nursing major (includes all courses with an NUR prefix and the following support courses: BIO101, BIO250, BIO251, BIO375, CHE104, PSY101, PSY240, ALH352, PHL230, MAT112 OR MAT116.

## Progression Requirements

Students admitted to the Nursing Program must achieve a minimum semester GPA of 2.5 in nursing courses. Students whose GPA falls below a 2.5 in any semester in the Nursing Program will be placed on nursing academic probation. Specific Nursing progression, probation, suspension, and dismissal policies are available in the Department of Nursing.

## 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.

## Degree Requirements

A Bachelor of Science in Nursing requires completion of the following specific courses in addition to the general studies:

Requirements		Credits
NUR 312	Foundations of Standards-Based Nursing	6
NUR 314	Quantitative Analysis for the Health Professions	3
NUR 316	Health Promotion and Holistic Assessment	5
NUR 334	Pharmacology I	2
NUR 336	Pharmacology II	2
NUR 352	Acute and Chronic Health Alterations	10
NUR 395	Nursing Research in Practice	2
NUR 433	Health Alterations: Maternal/Child	7
NUR 435	Health Alterations: Psychiatric Disorders	3
NUR 437	Complex Health Alterations	5
NUR 453	Health Alterations in the Community	6
NUR 459	Research Application	1
NUR 474	Leadership and Management in Nursing	3
NUR 475	Senior Capstone Clinical	4
NUR 488	Senior Seminar	2
ALH 352	Applied Nutrition	2
BIO 101	Principles of Biology	5
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
<b>TOTAL</b>		<b>95</b>

### LPN-BSN Students

LPNs must meet the general admission requirements of MWSU and the admission requirements of the Department of Nursing. Specific admission and retention requirements for all students are available in the Department of Nursing.

- The option of earning credit by examination (department test-out) is available for ALH352, and by CLEP examination for PSY240. Additionally, students have the option of CLEP test-out for 5 general studies courses.
- No more than 30 hours may be earned for non-traditional credit, test-out, or CLEP.
- The LPN completes the curriculum as do other BSN students. There may be opportunity for validation of nursing skills/ knowledge in some nursing courses.

### RN-BSN Students

RN's who graduate from an approved ADN program must meet the general admission requirements of MWSU and the admission requirements of the Department of Nursing and hold a valid RN license. Specific admission and retention requirements for all students are available in the Department of Nursing.

The RN may earn up to 30 hours of transfer credit for the following courses:

NUR 312	Foundations of Standards-Based Nursing	
NUR 334	Pharmacology I	
NUR 336	Pharmacology II	
NUR 352	Acute and chronic Health Alterations	
NUR 433	Health Alterations: Maternal/Child	
NUR 435	Health Alterations: Psychiatric Disorders	
NUR 437	Complex Health Alterations	
NUR 488	Nursing Senior Seminar.	
	<b>SUBTOTAL</b>	<b>30</b>

In addition to the transfer credits, the RN student must complete the following courses in addition to the general studies:

ALH 352	Applied Nutrition	2
BIO 101	Principles of Biology	5
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
NUR 314	Quantitative analysis for Health Professions	3
NUR 383	Transition to Baccalaureate Nursing	5
NUR 395	Nursing Research in Practice	2
NUR 453	Health Alterations in the Community	3
NUR 459	Research Application	1
NUR 474	Leadership and Management in Nursing	3
NUR 475	Senior Capstone Clinical	7
	<b>SUBTOTAL</b>	<b>58</b>
	<b>TOTAL</b>	<b>88</b>

## Minor in Childhood Studies

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.

Students must successfully complete at least eighteen hours from the following list of classes. 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:

			<i>Credits</i>
EDU	315	Psychology and Education of the Exceptional Child (Declared Childhood Studies minors are exempt from EDU303 and EDU304 as prerequisites for this course.)	2
EDU	420	Counseling Techniques/Parents	2
EDU	421	Family, Community and Schools-Partnering for Young Children (Declared Childhood Studies minors are exempt from EDU358 as a prerequisite for this course.)	3
ENG	400	Literature for Adolescents	3
ENG	403	Literature for Children	3
LAT	370	Domestic Relations	3
LAW	110	Juvenile Delinquency	3
LAW	440	Juvenile Law and Procedures	3
NUR	433	Health Alterations: Maternal Child	6
PED	392	Child Growth and Motor Development	3
PSY	240	Life-span Developmental Psychology	OR
PSY	319	Child/ Adolescent Psychology (Prerequisite: PSY101. Declared Childhood Studies minors are exempt from PSY200 as a prerequisite for this course.)	3
PSY	470	Child Psychopathology and Exceptionalities (Prerequisite: PSY101 and either PSY240 or PSY319. Declared Childhood Studies minors are exempt from PSY200 as a prerequisite for this course.)	3
SOC	330	The Family	3
SWK	325	Family and Child Welfare	3
*Internship: Relevant field experience/practicum/internship through any academic department. May be repeated for credit.			1-3
*Relevant Special Topics Course offered through any academic department. May be repeated for credit.			1-3
*Relevant Independent Study arranged with any full-time faculty member. May be repeated for credit.			1-3

\*Only three credit hours of any one internship (including student teaching), special topics course, or independent study may be applied to the minor.

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. Students enrolled in the Minor in Childhood Studies will also be assigned an advisor from the Childhood Studies Committee. Programs of study shall be kept on file by the Director of Childhood Studies.

## BACHELOR OF SCIENCE

### Health Informatics & Information Management

MWSU offers a one-year Certificate program in Health Information Technology (HIT), a B. S. degree in Health Informatics and Information Management, and a minor in Health Informatics and Information Management. Students finishing the A.A.S. degree in Health Information Technology (HIT) are eligible to take the Registered Health Information Technician certification exam because the HIT program is accredited by the Commission on Accreditation for Health Informatics and Information Management Education (CAHIIM). The B. S. degree in Health Informatics and Information Management degree is pending accreditation review by CAHIIM. Once accredited, graduates will be eligible to 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 Informatics and 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 informatics 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.

A grade of C or better in all of the major courses and an overall GPA of at least 2.5 is required for graduation for either the Certificate or the Bachelor of Science Degree.

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.

### Degree Requirements

A certificate in Health Information Technology requires completion of the following specific courses for a total of 34 credits:

Requirements			Credits
HIF	300	Health Data Management	3
HIT	132	Pharmacology	2
HIT	275	Coding and Classification Systems I	3
HIT	276	Coding and Classification Systems I Lab	1
HIT	277	Coding and Classification Systems II	3
HIT	278	Coding and Classification Systems II Lab	1
HIT	279	Reimbursement Systems	2
ALH	106	Medical Terminology	2
BIO	101	Principles of Biology	5
BIO	250	Anatomy and Physiology	5
BIO	375	Pathophysiology	4
CSC	201	Microcomputer Applications	3
<b>TOTAL</b>			<b>34</b>

### Admission to the Program

Students desiring to obtain a B.S. degree in Health Informatics and 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 better and an overall GPA of at least 2.5 from a CAHIIM accredited associate's program may receive transfer credit.

### Degree Requirements

A Bachelor of Science in Health Informatics and Information Management requires completion of certain Health Information Technology courses in addition to the general studies:

Requirements			Credits
HIT	132	Pharmacology	2
HIT	200	Health Care Delivery Systems	3
HIT	279	Reimbursement Systems	2
HIF	300	Healthcare Management	3
HIF	310	Clinical Classification and Basic Statistics	3
HIF	320	Information Technology and Systems	3
HIF	330	Legal and Ethical Aspects of Healthcare	2
HIF	350	Quality Management	3
HIF	371	Professional Management Experience I	2
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	Health Informatics Senior Seminar	2
ACC	201	Introduction to Financial Accounting	3
ACT	301	Applied Database Systems	3
ALH	106	Medical Terminology	2
BIO	101	Principles of Biology	5
BIO	250	Anatomy and Physiology	5
BIO	375	Pathophysiology	4
CSC	201	Microcomputer Applications	3
MGT	305	Management of Organizations	3
NUR	314	Quantitative Analysis for Health Care Research	3
<b>TOTAL</b>			<b>74</b>

## Degree Requirements

A minor in health informatics and information management 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. This minor supports baccalaureate degrees in nursing, computer science, and business.

### Requirements

HIT	200	Health Care Delivery Systems (3)	OR
NUR	312	Foundations of Nursing	6
NUR	314	Quantitative Analysis	3
CSC	201	Microcomputer Applications	3
ACT	301	Applied Database Systems	3
HIF	320	Information Technology Systems	3
HIF	430	Applied Health Informatics	3
HIF	460	Applied Research	3
<b>TOTAL</b>			<b>21-24</b>

## ASSOCIATE OF APPLIED SCIENCE DEGREE

### Physical Therapist Assistant

The physical therapist assistant carries out patient rehabilitation under the supervision of a physical therapist. PTAs work with neurologic and orthopedic dysfunctions, pediatric and geriatric rehabilitation, wounds and burns, sports injuries, 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 comprise 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 college does not guarantee admission to the program. Selection is competitive and is based on applicants' grades, ACT (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 from the Biology Department, or online at [www.missouriwestern.edu/pta](http://www.missouriwestern.edu/pta) with the application period ending March 31st.

Specific requirements for the Associate of Applied Science Degree with a major in Physical Therapist Assistant are listed below. A minimum grade of C in each of these courses is required for graduation from the Physical Therapist Assistant program.

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	3
PTA	185	Clinical Education I	3
PTA	200	Psychosocial Aspects of Physical Therapy	1
PTA	240	Diseases and Dysfunctions	3
PTA	255	Clinical Orthopedics	4
PTA	260	Clinical Neurology	4
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	5
BIO	250	Anatomy and Physiology	5
PSY	101	General Psychology	3
<b>TOTAL</b>			<b>57</b>

(The above is expanded upon in the Physical Therapist Assistant handbook that has been developed for use by students.)

## Semester Designation

F -- the course is offered in the fall semester

Sp -- the course is offered in the spring semester

Su -- the course is offered in the summer semester

DD -- the course is offered at the discretion of the department

## NURSING COURSES

Waiving of any course prerequisites requires prior departmental authorization.

**NUR 283 Introduction to Research Methods in Nursing (1-2) DD.** Introduction to basic research in nursing. Individual and team projects involving methods for solving nursing-related research problems. Prerequisite: Departmental approval.

**NUR 300 Strategies for Success in Nursing (1) F, Sp.** An elective course focusing on strategies for success in the Nursing Program including time management, critical thinking, strategic studying and test-taking tips, and selected content areas requiring more focused review and practice. Prerequisite: Admission to Nursing Program.

**NUR 312 Foundations of Standards-Based Nursing (6) F, Sp.** Concepts and theories for standards-based, holistic nursing practice. Application of basic skills and technologies for health promotion and disease prevention through the lifespan in a variety of settings. Four credit hours lecture, 90 clinical practicum hours. Prerequisite: Admission to Nursing Program.

**NUR 314 Quantitative Analysis for Health Care Research (3), F, Sp.** 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. Prerequisites: Admission to Nursing Program and a grade of C or better in MAT110, MAT112, or MAT116.

**NUR 316 Health Promotion and Holistic Assessment (5) F, Sp.** Standards-based holistic assessment across the lifespan including risk identification, health promotion and illness prevention. Application of nursing process in a variety of health care environments. Three credit hours lecture, 90 clinical practicum hours. Prerequisite: Admission to Nursing Program.

**NUR 334 Pharmacology I (2), F, Sp.** An introduction to basic pharmacological principles and skills for safe and effective standards based nursing practice. Prerequisite: Admission to Nursing Program.

**NUR 336 Pharmacology II (2), F, Sp.** Builds on the foundation of Pharmacology I and emphasizes a comprehensive examination of pharmacotherapeutics and related nursing implications. Prerequisites: NUR312, NUR314, NUR316, and NUR335.

**NUR 352 Acute and Chronic Health Alterations (10), F, Sp.** Examination of Health Alterations with application of nursing process to provide standards-based holistic care for individuals in acute and chronic health care environments. Six credit hours lecture, 180 clinical practicum hours. Prerequisites: NUR312, NUR314, NUR316, and NUR334.

**NUR 383 Transition to Baccalaureate Nursing (5), F.** The first course for ADN-RN students completing the BSN degree. Examines professional nursing within the health care delivery system incorporating the conceptual framework of the Nursing Department at MWSU. Includes examination of the historical development and theoretical basis of the current practice of professional nursing. in-depth study of nursing process with emphasis on the assessment phase for persons in varied health care settings and of all age groups. Four hours of class, three hours of clinical each week. Prerequisites: ADN with RN license and admission to the department.

**NUR 395 Nursing Research in Practice (2), F, Sp.** An introduction to evidence-based practice for the professional nurse and the utilization of research in standards-based nursing practice. Prerequisites: NUR312, NUR314, NUR330, and NUR334.

**NUR 433 Health Alterations: Maternal/Child (7), F, Sp.** Standards-based holistic care of pregnant women; newborns, infants, children and adolescents with acute or chronic alterations in health. Five credit hour lecture, 90 clinical practicum hours. Prerequisites: NUR336, NUR352, and NUR395.

**NUR 435 Health Alterations: Psychiatric Disorders (3), F, Sp.** Standards-based holistic care of individuals with acute or chronic psychiatric disorders. Two credit hour lecture, 45 clinical practicum hours. Prerequisites: NUR336, NUR352, and NUR395.

**NUR 437 Complex Health Alterations (5) F, Sp.** Standards-based holistic care for individuals and families experiencing complex health alterations. Uses and effects of advanced health care technology and special environments for care are emphasized. Three credit hours lecture, 90 clinical practicum hours. Prerequisites: NUR336, NUR352, and NUR395.

**NUR 450 Independent Research/Project (1-3) F, Sp.** Investigation of a research problem, project, or topic on an individual conference basis. Prerequisite: Completion of the major-minor declaration in nursing, a minimum of a 2.5 GPA in the major field, and department approval.

**NUR 453 Health Alterations in the Community (3) F, Sp.** Exploration and application of standards-based practice within community settings across the lifespan with a focus on the nurse as designer, manager, and coordinator of care. Prerequisites: NUR433, NUR435, NUR437.



**NUR 457 Professional Development in Nursing (1) F, Sp.** An elective course that investigates career opportunities and issues in professional nursing. Prerequisites: NUR433, NUR435, NUR437, and NUR459.

**NUR 459 Research Application (1), F, Sp.** Requires the application of systematic inquiry through the investigation of a problem or topic in nursing practice. Prerequisite: NUR395.

**NUR 474 Nursing Leadership and Management (3), F, Sp.** 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. Prerequisites: NUR433, NUR435, NUR437, and NUR459.

**NUR 475 Senior Capstone Clinical (7), F, Sp.** 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. Prerequisites: NUR433, NUR435, NUR437, and NUR459.

**NUR 488 Nursing Senior Seminar (2), F, Sp.** Investigation of RN licensure requirements, preparation, and strategies for success on the NCLEX-RN examination. Prerequisite: Senior Standing.

**NUR 492 Selected Topics in Nursing (1-3), 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 credit hours. Prerequisite: Junior standing.

**NUR 493 Intraoperative Nursing (3) Su DD.** 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 of precepted clinical practice in the operating room is required. Prerequisite: NUR352 or RN license.

**NUR 494 Critical Care Nursing (5), Su, DD.** 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: NUR336, NUR352, NUR395, or RN license.

## ALLIED HEALTH COURSES

**ALH 106 Medical Terminology (2) F, Sp, Su.** Medical terms with reference to human anatomy and disease processes for the paramedical professions.

**ALH 352 Applied Nutrition (2) F, Sp.** 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: BIO250.

**ALH 365 Special Needs of the Elderly (3) F (odd-numbered years).** 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.

## HEALTH INFORMATION TECHNOLOGY COURSES

**HIT 132 Pharmacology (2) Su.** 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. Prerequisites: ALH106 and BIO250.

**HIT 200 Health Care Delivery System (3) F.** 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.

**HIT 275 Coding and Classification Systems I (3) F.** Introduction to medical nomenclature and classification systems, official coding guidelines, data quality, case mix, analysis and ICD-9-CM using manual as well as automated encoders. To be taken concurrently with HIT276. Prerequisites: ALH106, BIO250 and credit or concurrent enrollment in BIO375.

**HIT 276 Coding and Classification Systems I Lab (1) F.** Laboratory for application of coding practices learned in HIT275. To be taken concurrently with HIT275.

**HIT 277 Coding and Classification Systems II (3) Sp.** 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 HIT278. Prerequisites: HIT275 and HIT276.

**HIT 278 Coding and Classification Systems II Lab (1) Sp.** Provides a laboratory setting for the application of coding practices learned in HIT277. To be taken concurrently with HIT277. Prerequisites: HIT275 and HIT276.

**HIT 279 Reimbursement Systems (2) Sp.** Provide instruction in and the application of knowledge to commercial, managed care, and federal insurance plans; payment methodologies and systems; billing processes and procedures; chargemaster maintenance; regulatory guidelines; reimbursement monitoring and reporting; and compliance strategies and reporting.

## HEALTH INFORMATICS COURSES

**HIF 300 Health Data Management(3) F.** Focuses on the study of the origin, content, and format of healthcare records across the continuum of healthcare in both traditional and nontraditional 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. Prerequisites: HIT200.

**HIF 310 Clinical Classification Systems and Basic Statistics (3) Sp.** Introduction to classification systems, taxonomies, terminologies and the coding of data by manual or the use of encoders. The students will be exposed to ICD-9-CM and CPT/HCPCS, but ICD-10-CM and ICD-10-PCS will be emphasized. Principles of data collection, preparation, analysis and interpretation of healthcare statistics, including calculations related to managing Health Information Departments will be taught along with statistics used in quality management activities and organizational assessment, vital statistics, and computerized statistical packages. Prerequisites: HIT132, HIT200, and BIO375.

**HIF 320 Information Technology and Systems (3) Sp.** 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. Prerequisites: HIF300 and ACT301.

**HIF 330 Legal and Ethical Aspects of Healthcare Management (2) Sp.** 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. Prerequisites: HIT200 and HIF300.

**HIF 350 Quality Management (3) Sp.** 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. Prerequisites: HIF310 and HIF330.

**HIF 371 Professional Management Experience I (2) Sp.** 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. Prerequisites: HIF310, and HIF330, can be taken concurrently with HIF320 and HIF350.

**HIF 410 Human Resources and Operations Management (3) F.** 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. Prerequisites: MGT305.

**HIF 420 Clinical Data Management (3) F.** Focuses on the management of classification systems used in collecting, maintaining and retrieving specified clinical data in a variety of healthcare settings; implementing and managing applications and processes for clinical classification, nomenclatures, chargemaster and claims management; validating coding and managing the processes for compliance and reporting; and managing the use of clinical data required in reimbursement systems. Prerequisite: HIT279, HIF300 and HIF310.

**HIF 430 Applied Health Informatics (3) F.** 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: HIF320.

**HIF 440 Financial and Resource Management (3) Sp.** 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. Prerequisites: ACT201, HIF410 and HIF420.

**HIF 460 Applied Research (3) Sp.** 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. Prerequisites: HIF310 and NUR314.

**HIF 465 Professional Management Experience II (3) Sp.** 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: Senior standing.

**HIF 470 Health Informatics Senior Seminar (2) Sp.** 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: Senior standing.

## PHYSICAL THERAPIST ASSISTANT COURSES

Waiving of any course prerequisites requires prior departmental authorization.

**PTA 100 Introduction to Physical Therapy (1) F, Su.** 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 (3) F.** 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. Lab course. To be taken concurrently with PTA120 and PTA130. Prerequisites: Admission to the PTA program and PTA100.

**PTA 120 Modalities (3) F.** Clinical modalities and procedures, including assessment of the skin, assessment and treatment of pain, thermal modalities, electrical modalities, hydrotherapy, and sterile techniques. Soft tissue treatments for edema, wounds, burns, and peripheral vascular disease. To be taken concurrently with PTA110 and PTA130. Prerequisites: Admission to the PTA program and PTA100.

**PTA 130 Functional Anatomy (2) F.** 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. Taken concurrently with PTA110 and PTA120. Prerequisites: Admission to the PTA program.

**PTA 140 Measurements and Procedures (3) Sp.** 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 PTA160. Prerequisites: PTA110, PTA120, and PTA130.

**PTA 160 Clinical Kinesiology (3) Sp.** The study of the muscular forces acting on anatomical structures to create movement, including normal and pathological biomechanics. To be taken concurrently with PTA120 and PTA140. Prerequisite: PTA110.

**PTA 185 Clinical Education I (3) Su.** 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. Prerequisites: PTA120, PTA140, and PTA160.

**PTA 200 Psychosocial Aspects of Physical Therapy (1) F.** Psychosocial issues in health care. Prerequisite: PTA185.

**PTA 240 Diseases and Dysfunctions (3) F.** Diseases and dysfunction encountered in physical therapy, including musculoskeletal, cardiovascular, pulmonary, genitourinary, and prenatal systems and arthritic and cancerous conditions. To be taken concurrently with PTA255. Prerequisites: PTA120 and PTA140.

**PTA 255 Clinical Orthopedics (4) F.** Description, causes, symptoms, tests and physical therapy intervention in pathology. The musculoskeletal system and normal biomechanics are reviewed. Emphasis on therapeutic exercise. Two hours lecture, two hours lab. To be taken concurrently with PTA240. Prerequisite: PTA185.

**PTA 260 Clinical Neurology (4) Sp.** Neuroanatomy and how damage to this body system is managed by physical therapy intervention. To be taken concurrently with PTA280 and PTA285. Two hours lecture, two hours lab. Prerequisite: PTA255.

**PTA 280 Clinical Rehabilitation (3) Sp.** Physical therapy rehabilitation principles for patients following amputations, total hip and knee surgery, and spinal cord injury with emphasis on therapeutic exercise. Proprioceptive neuromuscular facilitation in rehabilitation. Physical therapy interventions with chronic illness, the elderly, and dying patients. One hour lecture, two hours lab. To be taken concurrently with PTA260 and PTA285. Prerequisites: PTA240 and PTA255.

**PTA 285 Clinical Education II (5) Sp.** 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 plus preparation in academic setting. Prerequisites: PTA260, PTA270, and PTA280.

**PTA 290 Clinical Education III (5) Su.** 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. Prerequisites: PTA260, PTA270, and PTA280.

**PTA 295 Clinical Seminar (1) Su.** Review and evaluation of clinical affiliation experiences, board exam preparation, resume writing and interview skills. Prerequisites: PTA260 and PTA280.

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# The College of Liberal Arts and Sciences

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Dr. Murray Nabors, *Dean*

271-4510

**Departments of:**

Art  
Biology  
Chemistry  
Communication Studies, Theatre and Cinema  
Computer Science, Mathematics and Physics  
Economics  
English, Foreign Languages and Journalism  
History, Philosophy and Geography  
Music  
Political Science, Social Work and Sociology  
Psychology

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
- Experience the arts and participate in the cultural life of the community

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 Technology) 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 departments of Art; Communication Studies, Theatre and Cinema; Economics; English, Foreign Languages and Journalism; History, Philosophy and Geography; Music; Political Science, Social Work and Sociology; and Psychology are required to take one course designated **LAS Ethics**, and another course designated **LAS International/Intercultural**. For students with majors in other LAS departments, it is only recommended that they take a **LAS Ethics** and a **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 (by previous labels) 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.

## PREPROFESSIONAL PROGRAMS

Preprofessional programs in specialized fields are offered for students who plan to transfer to another university for the completion of their studies. Students choosing these programs should select a transfer institution early and should work closely with their academic advisor. Contact the academic department listed below for more information. Preprofessional programs in the College of Liberal Arts and Sciences and the advising department(s) at MWSU include:

- Dentistry (Biology or Chemistry)
- Engineering (Computer Science, Math and Physics or Engineering Technology)
- Journalism (English, Foreign Languages and Journalism)
- Law (History, Philosophy and Geography or Political Science, Social Work and Sociology or Criminal Justice and Legal Studies)
- Medicine (Biology or Chemistry)
- Med-Tech (Chemistry)
- Optometry (Biology or Chemistry)
- Pharmacy (Chemistry)
- Physical Therapy (Biology or Chemistry)
- Vet-Medicine (Biology or Chemistry)

Additional Preprofessional programs in Architecture can be found in the College of Professional Studies section of this catalog.

## Courses Officially Designated for Liberal Arts & Sciences Areas of Focus

Department	LAS Writing	LAS Computer Literacy	LAS Ethics	LAS International/ Intercultural
Art	ART 205 ART 335	ART 229 ART 329	ART 315	ART 255
Biology	BIO 105 BIO 106	BIO 225	*NA	*NA
Chemistry	CHE 495	CHE 321 CHE 381/382	*NA	*NA
Comm Studies/ Theater/ Cinema	COM 215 COM 305 COM 342 COM 345 COM 360 COM 468 COM 470 THR 275 THR 360	COM 270 COM 320 COM 362	COM 210 COM 215 COM 415 COM 465	COM 338 COM 342 COM 345
Computer Science/ Math/ Physics	CSC 306 CSC 400 MAT 416	CSC 184 MAT 317	*NA	*NA
English/ Foreign Lang/ Journalism	ETC 324 ENG 301 ENG 385 ENG 386 ENG 400 EPR 422 JOU 302 FRE 207/307 FRE 422 FRE 442 SPA 302	ETC 200 ETC 324 ENG 323 ENG 465 EPR 326 EPR 422 JOU 327 FRE 302 SPA 332	ETC 200 ENG 321 ENG 364 ENG 410 ENG 430 ENG 460 ENG 480 JOU 303 FRE 322 FRE 432 SPA 322	ENG 320 ENG 321 ENG 324 ENG 325 ENG 354 ENG 355 ENG 356 ENG 357 ENG 361 ENG 473 ETC 421 FRE 206/306 FRE 207/307 FRE 322 SPA 248/348 SPA 250/350 SPA 322 SPA 332 SPA 422 SPA 432 FRE/GER/SPA 340

\*NA means "not applicable"

NOTE: Students may not use the same course to fulfill more than one LAS Focus



## Courses Officially Designated for Liberal Arts & Sciences Areas of Focus

Department	LAS Writing	LAS Computer Literacy	LAS Ethics	LAS International/ Intercultural
Economics	ECO 367 ECO 462	ECO 460 ECO 464	ECO 362 ECO 365 ECO 375 ECO 376	ECO 461 ECO 463
History/ Philosophy/ Geography	HIS 300 HIS 301 HIS 302 HIS 310 PHL 303 PHL 310	GEO 210 PHL 260	PHL 310 PHL 312 PHL 330	GEO 320 HIS 320 HIS 336 HIS 370 REL 260
Music	MUS 310 MUS 311 MUS 327	MUS 210	MUS 327 MUS 330 MUS 331 MUS 332 MUS 333 MUS 334 MUS 335 MUS 467 MUS 468	MUS 303 MUS 310 MUS 311 MUS 321
Pol Science/ Soc Work/ Sociology	PSC 310 PSC 370 PSC 390 PSC 420 SOC 440 SWK 485	PSC 300 SOC 460	PSC 310 PSC 312 PSC 370 SOC 360 SOC 430 SWK 350	PSC 200 PSC 340 PSC 380 PSC 400 SOC 315 SOC 400 SWK 330
Psychology	PSY 303 PSY 490	PSY 300 PSY 415	PSY 301 PSY 303 PSY 400	PSY 222 PSY 230 PSY 260

\*NA means "not applicable"

NOTE: Students may not use the same course to fulfill more than one LAS Focus requirement.

# Department of Art

Dr. Allison Sauls, *Chairperson*

[sauls@missouriwestern.edu](mailto:sauls@missouriwestern.edu)

271-4422

<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: the Bachelor of Science in Education, the Bachelor of Fine Arts in Studio, The Bachelor of Fine Arts in Digital Animation or the Bachelor of Fine Arts in Graphic Design, and a Minor in Art History. 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 a concentration in one of the following areas: (1) Drawing, (2) Illustration, (3) Painting, (4) Photo Media, (5) Printmaking, (6) Sculpture or (7) Ceramics. Only one concentration may be declared. This should be done after the freshman year and B.F.A. studio foundation courses have been satisfied. 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 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 see the chairperson of the department who will discuss curriculum and options in the department. The chair will also lift the "advising block" to enable the student to register for classes. This block is in place each semester and can be lifted only after consultation with an advisor. Once a student declares 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 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 ART494. Students must take the review two semesters before graduation.

## DECLARING A MAJOR OR MINOR

All students should complete a pre-major form at the beginning of study in the department. No student may declare a major in Art until the first three courses (ART110, ART120 and ART130) have been completed with a required grade-point average of 2.5.. Art Education students are under the same departmental requirements, plus they have additional obligations from the Education Department. In addition to completing the Freshman Core, B.F.A. Studio candidates must successfully pass the additional B.F.A. Foundation Core before declaring a concentration. BFA Graphic Design majors must pass the freshman core, ART160, and ART170 before advancing to the graphic design program. B.F.A. Digital Animation majors must pass the freshman core, ART160, and ART170 before advancing to the digital animation program. Art History Minors should complete the Minor form as soon as possible in their departmental studies. Art History Minors should maintain a B or better average in their art history coursework.

Students are strongly encouraged to complete the first three courses of the Freshman Core during the first semester at MWSU. Further study in the department will be denied unless the student receives a GPA of 2.5 in these three courses. The student is also urged to take the subsequent studio components of ART160 and ART170 of the foundation core curriculum during the second semester at MWSU. Failure to do so will disrupt sequential prerequisite restrictions and add additional time to degree completion.

## GRADE POINT AVERAGE REQUIREMENTS

To graduate, students must have a Grade Point Average (GPA) of at least 2.00 on all courses undertaken at the university; a 2.50 GPA is required on all upper division courses taken in residence at the university.

Students must have a 3.00 GPA in their areas of emphasis.

## BACHELOR OF SCIENCE DEGREE REQUIREMENTS FOR ART EDUCATION

The B.S.E. in Art Education requires a number of education courses and assessments including but not limited to a 22 composite ACT, 2.5 overall GPA and passing of all parts of the C-BASE exam. In addition, the following courses are required for Missouri certification: PSY101, PSC101, BIO101, HIS140 or HIS150.

## BACHELOR OF SCIENCE IN EDUCATION

### Major In Art

Foundation Core Curriculum		Credits
ART	110 Beginning Drawing I	3
ART	120 Two-Dimensional Design	3
ART	130 Introduction to Tools & Techniques	2
ART	160 Beginning Drawing II	3
ART	170 Three-Dimensional Design	3
ART	205 Ancient through Medieval Art	
ART	140 Ceramics I	3
ART	255 Renaissance through Modern Art	3
ART	300 Elementary Art Teaching: Philosophy & Methods	3
ART	335 Art Theory & Criticism	3
ART	339 Printmaking I	3
ART	350 Secondary Art Teaching: Philosophy & Methods	3
ART	359 Photomedia I	3
ART	369 Painting I	3
ART	379 Sculpture I	3
ART	494 Senior Seminar & Exhibit	1
ART	xxx Art History Courses	6
<b>TOTAL</b>		<b>48</b>

## BACHELOR OF FINE ARTS Digital Animation

### Foundation Core Curriculum

			<i>Credits</i>
ART	110	Beginning Drawing I	3
ART	120	Two-Dimensional Design	3
ART	130	Introduction to Tools & Techniques	2
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	310	Intermediate Drawing	3
ART	210	Animation Fundamentals	3
ART	321	Digital Animation I	3
ART	325	Digital Animation II	3
ART	453	Digital Animation III	3
COM	270	Introduction to Video Production	3
THR	228	Acting I	OR
ART	333	Typography	OR
ART	315	Illustration I	3
ART	459	Character Animation	3
ART	349	Interactive Design I	3
ART	450	Independent Research	3
ART	450	Independent Research	3
ART	494	Senior Seminar and Exhibit	1
PLUS		12 additional hours guided art electives	12
PLUS		6 additional hours Art History	6
<b>TOTAL</b>			<b>75</b>

## BACHELOR OF FINE ARTS Graphic Design

### Foundation Core Curriculum

			<i>Credits</i>
ART	110	Beginning Drawing I	3
ART	120	Two-Dimensional Design	3
ART	130	Introduction to Tools & Techniques	2
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	140	Ceramics I	OR
ART	379	Sculpture I	3
ART	310	Intermediate Drawing	3
ART	315	Illustration	3
ART	329	Graphic Design I	3
ART	333	Typography	3
ART	339	Printmaking I	3
ART	349	Interactive Design I	3
ART	359	Photomedia I	3
ART	369	Painting I	3
ART	388	Interactive Design II	3
ART	395	Graphic Design II	3
ART	493	Internship	3
ART	434	Directed Reading	2
ART	492	Graphic Design III	3
ART	494	Senior Seminar and Exhibit	1
ART	495	Graphic Design IV	3
ART	488	Final Portfolio	3
PLUS		6 additional hours Art History	6
<b>TOTAL</b>			<b>74</b>

## BACHELOR OF FINE ARTS Studio

### Foundation Core Curriculum

			Credits
ART	110	Beginning Drawing I	3
ART	120	Two-Dimensional Design	3
ART	130	Introduction to Tools & Techniques	2
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

### B.F.A. Foundation Core

ART	140	Ceramics I	3
ART	255	Renaissance through Modern Art	3
ART	310	Intermediate Drawing	3
ART	315	Illustration	3
ART	329	Graphic Design I	3
ART	339	Printmaking I	3
ART	359	Photomedia I	3
ART	369	Painting I	3
ART	379	Sculpture I	3

### Declaration of Emphasis

ART	349	Interactive Design I	3
ART	450	Independent Research	3
ART	434	Directed Reading	3
ART	494	Senior Seminar and Exhibit	1
PLUS		15 hours emphasis area	15
PLUS		6 additional hours Art History	6
		<b>TOTAL</b>	<b>72</b>

## MINOR IN ART HISTORY

ART	205	Ancient through Medieval	3
ART	255	Independent Research	3
ART	335	Directed Reading	3
ART	356	Senior Seminar and Exhibit	1
ART	357	Interactive Design I	3
ART	456	Independent Research	3
ART	457	Directed Reading	3

Plus three additional hours from the following:

ART	324	Interactive Design I	<b>OR</b>
ART	381	Independent Research	<b>OR</b>
ART	450	Directed Reading	<b>3</b>
		<b>TOTAL</b>	<b>24</b>

## Semester Designation

F -- the course is offered in the fall semester

Sp -- the course is offered in the spring semester

Su -- the course is offered in the summer semester

DD -- the course is offered at the discretion of the department

## HISTORY AND APPRECIATION OF ART COURSES

Waiving of any course prerequisites requires prior departmental authorization.

**ART 100 Introduction to Art (3) F, Sp, Su.** General background in the history, philosophy, principles, and techniques of the visual arts.

**ART 205 Ancient through Medieval Art (3) F.** History of art in western civilization: prehistoric times through the Middle Ages. LAS Writing.

**ART 255 Renaissance through Modern Art (3) Sp.** History of art in western civilization: Renaissance through modern times. Prerequisite: ART205. LAS International/Intercultural.

**ART 324 Topics in the History of Cinema (3) DD.** Viewing and discussion of thematic concepts of cinema from genre of films, auteur theory of directors and other related topics. Prerequisites: ART110, ART120, ART130, ART205, and ART 255, or permission from the instructor or departmental approval.

**ART 335 Art Theory and Criticism (3) F.** Critical thought in art theory, philosophy, and criticism. Prerequisites: ART110, ART120, ART130, ART205, and ART255. LAS Writing.

**ART 356 American Art: Columbus to 1865 (3) F (even-numbered years).** Development of art in the United States. Prerequisites: ART205 and ART255.

**ART 357 American Art Since 1865 (3) Sp (even-numbered years).** Architecture, decorative arts, painting and sculpture since the Civil War. Prerequisites: ART205, ART255, and ART356.

**ART 381 IN-Site Art and Cultural Experience (2-3) DD.** Directed studio and art history opportunities for students off-campus. Prerequisite: Permission of instructor or departmental approval.

**ART 450 Independent Research/Project (3) F, Sp.** Investigation of a research problem, project, or topic on an individual conference basis. Prerequisites: Declared Art major, minimum major GPA of 2.5, and departmental approval.

**ART 456 Art in the Age of Modernity (3) F (odd-numbered years).** Major movements of the 19th and 20th centuries focusing on painting, sculpture and architecture. Prerequisites: ART205 and ART255.

**ART 457 Art Since 1945 (3) Sp (odd-numbered years).** The latest trends, theories and technologies in visual and conceptual art. Prerequisites: ART205, ART255, and ART456.

**ART 493 Internship in Art (2-6) F, Sp, Su.** Practical guided experience in a range of design, graphic art, typography, illustration, photography and publications tasks. Prerequisites: Junior or senior standing, declared Art major, portfolio review, ART329, ART359, and departmental approval.

**ART 494 Senior Seminar and Exhibit (1) F, Sp.** Class session on professional topics; preparation and presentation of an exhibition of the student's personal art work. Prerequisite: Junior review and departmental approval.

## STUDIO ART COURSES

Waiving of any course prerequisites requires prior departmental authorization.

**ART 110 Beginning Drawing I (3) F, Sp.** Elementary drawing with the figure, still life, landscape, and perspective in various media. Six studio hours.

**ART 120 Two-Dimensional Design (3) F, Sp.** Design principles and fundamentals in two-dimensional media using a problem-solving approach. Six studio hours.

**ART 130 Introduction to Tools and Techniques (2) F, Sp.** Basic skills with studio hand tools and power equipment; emphasizes safety procedures. This course is a prerequisite for any studio art course except ART110 and ART120. Four studio hours.

**ART 140 Ceramics I (3) F, Sp.** Traditional and contemporary approaches to ceramics as an art form; emphasizes technical, historical, and aesthetic problems. Six studio hours.

**ART 160 Beginning Drawing II (3) F, Sp.** The figure in various media; still life, landscape, and nonobjective directions; problems dealing with the complete drawing. Six studio hours. Prerequisites: A cumulative GPA of 2.5 or better in ART110, ART120, and ART130.

**ART 170 Three-Dimensional Design (3) F, Sp.** Emphasis on form and composition using a problem solving approach; exploration of a wide variety of three-dimensional materials and processes. Six studio hours. Prerequisites: A cumulative GPA of 2.5 or better in ART110, ART120, and ART130.

**ART 210 Animation Fundamentals (3) F, Sp.** Study of the fundamentals 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. Prerequisites: ART110, ART120, ART130, ART160, ART170, ART205, and ART229.

**ART 229 Design Software Applications (3) F, Sp.** Introduction to computer hardware, software and peripherals commonly used by professional artists. Beginning projects utilizing computer-assisted design. Prerequisites: ART110, ART120, and ART130. LAS Computer Literacy.

**ART 300 Elementary Art Teaching: Philosophy and Methods (3) F, Sp, Su.** Current methods and materials for the teaching of art in the elementary grades; theory and experience with elementary school art projects. Prerequisites: EDU202 and MUS101. Elementary education majors may not take this course until officially admitted to teacher education.

**ART 310 Intermediate Drawing (3) F.** The figure in various media; still life, landscape, and nonobjective directions; intermediate problems dealing with the complete drawing. Six studio hours. Prerequisite: ART160.

**ART 315 Illustration I (3) Sp.** Techniques and media used in the production of drawings for commercial purposes. Six studio hours. Prerequisites: ART110, ART120, ART130, ART310, and ART369. LAS Ethics.

**ART 320 Ceramics II (3) F, Sp.** Hand building and throwing techniques; introduces kiln firing and glaze formulation. Six studio hours. Prerequisite: ART140.

**ART 321 Digital Animation I (3) F.** 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. Prerequisites: ART110, ART120, ART130, ART160, ART170 and credit or concurrent enrollment in ART205, ART210, and ART229.

**ART 325 Digital Animation II (3) Sp.** Study beginning rendering techniques using industry standard renders. Create custom shaders work with lighting and develop an understanding of the rendering and lighting process. Prerequisites: ART110, ART120, ART130, ART160, ART170, ART205, ART210, ART229 and ART321.

**ART 329 Graphic Design I (3) F, Sp.** 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: ART110, ART120, ART130, ART160, ART170, and credit or concurrent enrollment in ART229. LAS Computer Literacy.

**ART 333 Typography (3) F.** 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 ART110, ART120, ART130 and credit or concurrent enrollment in ART229.

**ART 335 Art Theory and Criticism (3) F.** Critical thought in art theory, philosophy, and criticism. Prerequisites: ART110, ART120, ART130, ART205, and ART255 LAS Writing.

**ART 339 Printmaking I (3) F.** Relief and intaglio printmaking processes. Six studio hours. Prerequisites: ART120, ART130 and ART160.

**ART 340 Printmaking II (3) F.** Continued exploration of relief and intaglio processes. Six studio hours. Prerequisite: ART339.

**ART 349 Interactive Design I (3) F.** 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. Prerequisites: ART110, ART120, ART130, and ART229.

**ART 350 Secondary Art Teaching: Philosophy and Methods (3) Sp.** Teaching methodologies and materials for the secondary school art teacher; design of appropriate art learning experiences for the adolescent. Prerequisite: ART300.

**ART 359 Photomedia I (3) F, Sp.** Black-and-white photographic processes and problems; student must have access to a camera with adjustable aperture and shutter speed. Six studio hours. Prerequisites: ART110, ART120, and ART130.

**ART 360 Photomedia II (3) F, Sp.** Continued study of black and white photographic processes and problems with an introduction to some color photographic processes and problems. Digital imaging will also be included. Six studio hours. Prerequisite: ART359.

**ART 369 Painting I (3) F, Sp.** Color, composition, and technique; the figure, still life, and nonobjective problems. Six studio hours. Prerequisites: ART130 and 6 credit hours in drawing.

**ART 370 Painting II (3) F, Sp.** Continuation of exploration with color, composition, and technique; figurative and nonobjective directions. Six studio hours. Prerequisite: ART369.

**ART 375 Illustration II (3) Sp.** Exploration of techniques, craftsmanship and conceptual skills to provide understanding of illustration and its function in design for commercial purposes. Prerequisites: ART110, ART120, ART130, ART310, ART315, and ART369.

**ART 379 Sculpture I (3) F.** Basic foundations in sculpture: theory, techniques, materials, processes. Six studio hours. Prerequisites: ART130 and ART170.

**ART 380 Sculpture II (3) F.** Sculptural theory, concepts, techniques, materials, and processes at the intermediate level. Six studio hours. Prerequisite: ART379.

**ART 388 Interactive Design II (3) Sp.** Introduction to compositional techniques for the application of real-time and interactive time-based forms in digital media design. Prerequisites: ART110, ART120, ART130, ART229, and ART349.

**ART 395 Graphic Design II (3) Sp.** 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. Prerequisites: Declared Art major, ART229, and ART329 with a grade of C or better.



**ART 410 Advanced Drawing (3) F.** The figure in various media; advanced problems dealing with drawing as a complete form. Six studio hours. May be repeated for credit. Prerequisite: ART310.

**ART 420 Ceramics III (3) F, Sp.** Advanced techniques and problems in ceramics. Six studio hours. May be repeated for credit. Prerequisite: ART320.

**ART 434 Directed Reading (2) F, Sp.** Directed Readings and reports on specific art movements, techniques and artists relevant to the student's area of concentration. May be repeated once for credit. Prerequisites: Senior standing, ART110, ART120, and ART130.

**ART 440 Printmaking III (3) F.** Advanced problems in relief, intaglio, and serigraphy processes. Six studio hours. May be repeated for credit. Prerequisite: ART340.

**ART 449 Interactive Design III (3) F.** Introduction to compositional techniques for the application of real-time and interactive time-based forms in digital media design. Prerequisites: ART110, ART120, ART130, ART229, and ART399.

**ART 453 Digital Animation III (3) Sp.** 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. Prerequisites: ART110, ART120, ART130, ART160, ART170, ART205, ART210, ART229, ART321, and credit or concurrent enrollment in ART325.

**ART 459 Character Animation (3) F.** 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. Prerequisites: ART110, ART120, ART130, ART160, ART170, ART205, ART210, ART229, ART321, ART325, and ART453.

**ART 460 Photomedia III (3) F, Sp.** Advanced study of black and white and some color photographic processes and problems. Six studio hours. May be repeated for credit. Prerequisite: ART360.

**ART 470 Painting III (3) F, Sp.** Advanced problems dealing with color and composition; figurative and nonobjective directions. Six studio hours. May be repeated for credit. Prerequisite: ART370.

**ART 475 Illustration III (3) Sp.** 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. Prerequisites: ART110, ART120, ART130, ART310, ART315, ART369, and ART375.

**ART 480 Sculpture III (3) F.** Advanced techniques in various media emphasizing individual experience. Six studio hours. May be repeated for credit. Prerequisite: ART380.

**ART 488 Final Portfolio (3) Sp.** All aspects of portfolio development, production and presentation. Elements of professional work application and self-promotional expectation in the professional field. Prerequisites: ART110, ART120, ART130, ART349, and ART492.

**ART 492 Graphic Design III (3) F.** 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. Prerequisites: ART 395 with a grade of C or better.

**ART 495 Graphic Design IV (3), Sp.** 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. Prerequisites: ART 492 with a grade of C or higher.

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# Department of Biology

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Dr. Todd Eckdahl, *Chairperson*      [eckdahl@missouriwestern.edu](mailto:eckdahl@missouriwestern.edu)  
<http://www.missouriwestern.edu/Biology/>

271-4552

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.

## EXIT REQUIREMENTS FOR DEPARTMENT MAJORS

All students completing any B.S. degree requirement in the Biology Department will be required to take the departmental exit exam prior to graduation.

## BACHELOR OF SCIENCE DEGREE REQUIREMENTS

### Major in Biology

Students may select among the following options as a Biology major:

1. Major in Biology
2. Major in Biology with Zoology Concentration
3. Major in Biology with Botany Concentration
4. Major in Biology with Health Science Concentration

### Core Requirements

			<i>Credits</i>
BIO	105	Principles of Organismal Biology	5
BIO	106	Principles of Cell Biology	4
BIO	205	Genetics	4
BIO	225	Evolutionary Ecology	4
CHE	111	General Chemistry	5
CHE	120	General Chemistry II	5
CHE	310	Organic Chemistry I	3
CHE	311	Organic Chemistry Laboratory I	2
CHE	370	Biochemistry	4
MAT	132	Elementary Statistics	3
PHY	110	College Physics I	4
		<b>TOTAL CORE</b>	<b>43</b>

**Major in Biology**

Core plus 22 additional credits from biology courses numbered 300 or higher selected from the following areas:

**A. Organismal Diversity** (12 credits). Select three (3) courses from at least two (2) of the following areas:

1. BIO	415	Invertebrate Biology	OR
	BIO	416	Vertebrate Biology
2. BIO	350	Plant Systematics	OR
	BIO	407	Plant Morphology
3. BIO	390	Microbiology	OR
	BIO	315	Medical Parasitology
	BIO	455	Entomology
<b>Total A</b>			<u>4</u>
			<b>12</b>

**B. Physiology** (4 hours). Select one of the following:

BIO	311	Animal Physiology	OR
BIO	340	Plant Physiology	<u>4</u>
<b>Total B</b>			<b>4</b>

**C. Biological Electives.** Complete an additional six (6) credits of upper division biology courses.

<b>Total C</b>	<u>6</u>
<b>TOTAL CONCENTRATION</b>	<u>22</u>
<b>TOTAL CORE AND CONCENTRATION AREA</b>	<b>65</b>

**Major in Biology with Botany Concentration**

Core plus 22 additional credits from biology courses numbered 300 or higher selected from the following areas:

**A. Organismal Diversity** (14 credits)

BIO	350	Plant Systematics	4
BIO	407	Plant Morphology	4
BIO	351	Local Flora: Spring & Summer	2
BIO	455	Entomology	<u>4</u>
<b>Total A</b>			<b>14</b>

**B. Physiology** (4 hours)

BIO	340	Plant Physiology	<u>4</u>
<b>Total B</b>			<b>4</b>

**C. Biological Electives.** Complete an additional four (4) credits of upper division biology courses.

<b>Total C</b>	<u>4</u>
<b>TOTAL CONCENTRATION</b>	<u>22</u>
<b>TOTAL CORE AND CONCENTRATION AREA</b>	<b>65</b>

## Major in Biology with Zoology Concentration

Core plus 21 additional credits from biology courses numbered 300 or higher selected from the following areas:

**A. Organismal Diversity** (13-16 credits). Select two (2) courses from each of the following two (2) areas:

1. BIO	315	Medical Parasitology	3
BIO	415	Invertebrate Biology	4
BIO	455	Entomology	4
2. BIO	318	Ornithology	2
BIO	416	Vertebrate Biology	4
BIO	418	Mammology	4
<b>Total A</b>			<b>13-16</b>

**B. Physiology** (4 hours)

BIO	311	Animal Physiology	<u>4</u>
<b>Total B</b>			4

**C. Biological Electives.** Complete an additional 1-4 credits of upper division biology courses.

<b>Total C</b>	<u>1-4</u>
<b>TOTAL CONCENTRATION</b>	<u>21-24</u>
<b>TOTAL CORE AND CONCENTRATION AREA</b>	<u>64-67</u>

## Major in Biology with Health Science Concentration

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. In addition to the 43 credit core above, a minimum of 21 credits of coursework must be selected from the following areas:

**A. Health Science Electives** (choose 5 of the following courses)

BIO	250	Human Anatomy and Physiology (5)	<b>Credits</b> 20-21 <b>OR</b>
BIO	311	Animal Physiology (4)	
BIO	315	Medical Parasitology (4)	
BIO	390	Microbiology (4)	
BIO	410	Molecular Biology (4)	
BIO	411	Developmental Biology (4)	
BIO	421	Immunology (4)	
BIO	430	Molecular Basis of Disease (4)	
BIO	431	Molecular Biology (4)	

**B. Science Electives**

Upper division biology or chemistry course(s)	<u>1-5</u>
<b>TOTAL CONCENTRATION AREA</b>	<u>21-26</u>
<b>TOTAL CORE AND CONCENTRATION AREA</b>	<u>64-69</u>

## Kansas City University of Medicine and Biosciences

### Osteopathic Medicine Early Matriculation Partners Program

Missouri Western students have the opportunity to be selected into the Partners Program between the Kansas City University of Medicine and Biosciences and MWSU. This program is designed for outstanding students interested in osteopathic medicine to enter KCUMB following their junior year. Following successful completion of the first year of medical school at KCUMB, 30 credits will be transferred to MWSU and students will be awarded a Bachelor of Science degree in Biology / Health Science concentration. Students will be selected in their sophomore year based on the following criteria: 1) ACT score - 26 minimum, 2) freshman year academic performance (3.25 GPA / 3.50 Science GPA), 3) community service, 4) extracurricular activities, 5) physician shadowing experiences, and 6) knowledge of and dedication to the field of osteopathic medicine.

Selection of eligible students will be made by the Missouri Western Health Professions Advisory Committee and a representative member of the KCUMB admissions committee. To be considered, students must make application to the committee no later than November 1st of the fall semester of the sophomore year. A maximum of two MWSU students will be selected each academic year. Selected students must declare a Biology / Health Science concentration major and complete the following academic requirements by the end of the junior year:

A minimum of 94 credits, including:

1. All MWSU general studies courses required for graduation
2. All MWSU Biology Major Core Requirements
3. PHY 111 College Physics II (4)
4. A minimum of three of the following courses:
  - BIO 250 Human Anatomy and Physiology (5)
  - BIO 311 Animal Physiology (4)
  - BIO 315 Medical Parasitology (4)
  - BIO 390 Microbiology (4)
  - BIO 410 Molecular Cell Biology (4)
  - BIO 411 Developmental Biology (4)
  - BIO 421 Immunology (4)
  - BIO 430 Molecular Basis of Disease (4)
  - BIO 431 Molecular Biology (4)

To remain in the Partners Program, students must maintain an overall GPA of 3.25 and a science GPA of 3.50. 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 participate in a five-day pre-med preparatory course conducted at KCUMB following the junior year. Information and application material can be obtained through the MWSU Department of Biology.

#### Still Scholars - PreOsteopathic Early Acceptance Program

The Still Scholars, PreOsteopathic Program is designed to provide early admission to outstanding sophomore level students who have as their goal to become Doctors of Osteopathic Medicine. A.T. Still University, Kirksville College of Osteopathic Medicine (ATSU, KCOM) works in joint collaboration with Missouri Western to offer this program.

The advantage for those students, a maximum of two per year, accepted after completing their sophomore year is to have a reserved seat in KCOM's entering class upon graduation. The Medical College Admission Test (MCAT) is not required. After acceptance to the program, students can spend the last two years at their undergraduate institution meeting graduation major/minor requirements, taking electives, fulfilling internship and/or service opportunities, and otherwise broadening his/her life experiences. Scholars will be awarded an academic scholarship for ATSU, KCOM.

Students may enroll in any major, provided the KCOM entry requirements are met by the designated year of enrollment. Students apply for admission to this program after completing three semesters (approximately 45 credit hours). Applications will be available through Western's Pre-medical advisors in the spring of their sophomore year. Applications must be submitted to the MWSU Health Advisory Committee and KCOM by June 1. Applicants will interview with KCOM during the summer following their sophomore year. Selected students will be awarded reserved admissions to KCOM at the beginning of the junior year. Eligibility criteria for this program include:

#### Applicant Criteria

- Minimum 28 composite ACT score or 1860 SAT score
- Minimum grade point average (GPA) of 3.4 overall and 3.40 in the sciences
- Submission of application and official transcripts by specified date

#### Application Process

- Submit application to the MWSU Pre-Health advisor by specified date
- Applicant must forward letters of evaluation from the Pre-Health Advisor and/or a science faculty member

Additional information and other specifics about the program can be obtained through the MWSU Department of Biology.

## Major in Wildlife Conservation and Management

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.

### Major Requirements

BIO	105	Principles of Organismal Biology	5
BIO	106	Principles of Cell Biology	4
BIO	205	Genetics	4
BIO	209	Introduction to Wildlife Conservation	3
BIO	225	Evolutionary Ecology	4
BIO	311	Animal Physiology (4)	<b>OR</b>
BIO	340	Plant Physiology	4
BIO	318	Ornithology	2
BIO	350	Plant Systematics (4)	<b>OR</b>
BIO	407	Plant Morphology	4
BIO	351	Local Flora: Spring and Summer	2
BIO	360	Development of Federal Wildlife Law	3
BIO	409	Principles of Terrestrial Wildlife Management	3
BIO	415	Invertebrate Biology (4)	<b>OR</b>
BIO	455	Entomology	4
BIO	418	Mammalogy	4
BIO	461	Renewable Resources Policy and Administration (3)	<b>OR</b>
PHL	325	Ethics of Environmental and Natural Resource Policy	3
CHE	111	General Chemistry	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

**Conservation Internships:**

BIO	425	Biology Teaching Internship (2)
BIO	425	Biology Teaching Internship (1)
BIO	450	Independent Research/Project
<b>TOTAL</b>		

**OR  
and**  

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2  
**78**

**Major in Biochemistry and Molecular Biology**

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.

Students pursuing the Bachelor of Science degree majoring in Biochemistry and Molecular Biology are required to complete the following curriculum.

The following core courses are required:

Core Requirements			<i>Credits</i>
BIO	105	Principles of Organismal Biology	5
BIO	106	Principles of Cell Biology	4
BIO	205	Genetics	4
BIO	225	Evolutionary Ecology	4
BIO	331	Bioinformatics	2
BIO	431	Molecular Biology	4
CHE	111	General Chemistry	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)	<b>OR</b>
CHE	383/384	Physical Chemistry Thermodynamics/Laboratory (5)	4-5
CHE	370	Biochemistry I	4
CHE	470	Biochemistry II	3
CHE	495	Seminar in Chemistry	2
PHY	110/111	College Physics I/II (8)	<b>OR</b>
PHY	210/211	University Physics I/II* (10)	8-10
MAT	167	Calculus with Analytic Geometry I	5
<b>SUBTOTAL</b>			<hr/> <b>68-71</b>

\*Prerequisite MAT 177

CHE 383 may not be used as an elective course if CHE 340 is taken in the core requirements.

**Electives: Complete a minimum of twelve (12) credits from Biology or Chemistry courses numbered 300 or higher from the following recommended list. Other Biology or Chemistry courses numbered 300 or higher may be substituted with prior departmental approval.**

BIO	311	Animal Physiology (4)
BIO	315	Medical Parasitology (4)
BIO	340	Plant Physiology (4)
BIO	390	Microbiology (4)
BIO	410	Molecular Cell Biology (4)
BIO	411	Developmental Biology
BIO	421	Immunology (4)
BIO	430	Molecular Basis of Disease (4)
BIO	450	Independent Research/Project (var.)



CHE	312	Organic Chemistry II (3)	
CHE	313	Organic Chemistry II Laboratory (2)	
CHE	326	Instrumental Analysis (4)	
CHE	426	Instrumental Methods** (5)	
CHE	381/382	Physical Chemistry: Chem Dynamics & Quantum Mech / Lab*(5)	
CHE	441	Advanced Inorganic Chemistry (3)	
CHE	490	Research in Chemistry (3)	
		<b>SUBTOTAL</b>	<u>12</u>
		<b>TOTAL</b>	<u>80-83</u>

### 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.

The following courses must be taken in the core requirements:

CHE	383/384	Physical Chemistry: Thermodynamics / Lab (substitutes for CHE340)	5
PHY	210/211	University Physics I/II (substitutes for PHY110/111)	10

Where choices are available for major electives the following courses must be taken:

CHE	312/313	Organic Chemistry II / Laboratory (5)	
*CHE	381/382	Physical Chemistry: Chem Dynamics & Quantum Mech / Lab (5)	
**CHE	426	Instrumental Methods (5)	
CHE	441	Advanced Inorganic Chemistry (3)	
MAT	177	Calculus with Analytic Geometry II (5)	

## Major in Biotechnology

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.

Students can earn the B.S. degree in Biotechnology by completing the following curriculum:

### A. Life Science Courses:

			<i>Credits</i>
BIO	105	Principles of Organismal Biology	5
BIO	106	Principles of Cell Biology	4
BIO	205	Genetics	4
BIO	225	Evolutionary Ecology	4
BIO	331	Bioinformatics	2
BIO	390	Microbiology	4
BIO	421	Immunology	4
BIO	431	Molecular Biology	4
CHE	370	Biochemistry I	<u>4</u>
		<b>TOTAL A</b>	<b>35</b>

### B. Physical Science Courses:

CHE	111	General Chemistry	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 *	0-3
PHY	110	College Physics	<u>4</u>
		<b>TOTAL B</b>	<b>23-26</b>

**C. Business & Ethics Courses:**

GBA	210	Business Statistics I *	0-3
GBA	211	Business Law I	3
ECO	261	Principles of Microeconomics	3
MGT	305	Management of Organizations	3
MKT	301	Principles of Marketing	3
PHL	230	Ethics	3
<b>TOTAL C</b>			<b>15-18</b>

**D. Electives.** Complete a minimum of three (3) credits from the following group:

BIO	311	Animal Physiology (4)	
BIO	340	Plant Physiology (4)	
CHE	326	Instrumental Analysis (4)	
CHE	470	Biochemistry II (3)	
BIO	430	Molecular Basis of Disease (4)	
BIO	450	Independent Research / Project (3-4)	
<b>TOTAL D</b>			<b>3-4</b>
<b>TOTAL FOR THE MAJOR</b>			<b>79-80</b>

\*Students must select either MAT132 (from category B) **OR** GBA210 (from category C).

**Major in Natural Science in Biology****Requirements**

Requirements			Credits
BIO	105	Principles of Organismal Biology	5
BIO	106	Principles of Cell Biology	4
BIO	205	Genetics	4
BIO	225	Evolutionary Ecology	4
BIO	390	Microbiology	4
CHE	111	General Chemistry	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
SUBTOTAL			59

Plus 12 additional credits from biology courses numbered 300 or higher selected from the following areas:

**A. Organismal Diversity (4 credits).** Select one (1) from the following areas:

BIO	415	Invertebrate Biology	<b>OR</b>
BIO	416	Vertebrate Biology	<b>OR</b>
BIO	350	Plant Systematics	<b>OR</b>
BIO	407	Plant Morphology	<b>OR</b>
BIO	455	Entomology	4

**B. Physiology (4 credits).** Select one of the following:

BIO	311	Animal Physiology	<b>OR</b>
BIO	340	Plant Physiology	4

**C. Biological Electives.** Complete an additional four (4) credits of upper division biology courses.

<b>TOTAL FOR THE MAJOR</b>	<b>4</b>
	<b>71</b>

# Major in Natural Science in Biology for Secondary Teachers

Students desiring to teach Biology at the secondary school level are required to complete the Bachelor of Science degree program in Biology along with the Professional Education Sequence for teacher certification at the secondary school level (see description under Professional Education Sequence).

Requirements			Credits
BIO	105	Principles of Organismal Biology	5
BIO	106	Principles of Cell Biology	4
BIO	205	Genetics	4
BIO	225	Evolutionary Ecology	4
BIO	380	Biology Teaching: Materials & Methods	3
BIO	390	Microbiology	4
BIO	308	History and Philosophy of the Natural Sciences	3
CHE	111	General Chemistry	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
<b>SUBTOTAL</b>			<b>69</b>

Plus 8 additional credits from biology courses numbered 300 or higher selected from the following areas:

**A. Organismal Diversity (2-4 credits).** Select one (1) from the following:

BIO	318	Ornithology (2)	
BIO	350	Plant Systematics (4)	
BIO	351	Local Flora: Spring and Summer (2)	
BIO	407	Plant Morphology (4)	
BIO	415	Invertebrate Biology (4)	
BIO	416	Vertebrate Biology (4)	
BIO	418	Mammalogy (4)	
BIO	455	Entomology (4)	
<b>TOTAL A</b>			<b>2-4</b>

**B. Physiology (4 credits).** Select one (1) of the following:

BIO	311	Animal Physiology	<b>OR</b>
BIO	340	Plant Physiology	<b>4</b>
<b>TOTAL B</b>			<b>4</b>

**Completion of the Professional Education Sequence:**

EDU	202	Introduction to Education	3
EDU	203	Participation in Teaching I	1
EDU	225	Educational Psychology	2
EDU	303	Experience in Teaching II	2
EDU	304	Applied Methods and Management	3
EDU	311	Secondary Reading Techniques	2
EDU	315	Psychology & Education of the Exceptional Student	2
EDU	404	Seminar in Secondary Education & Human Relations	3
EDU	409	Student Teaching III	9
<b>TOTAL EDUCATION</b>			<b>27</b>
<b>TOTAL FOR THE MAJOR</b>			<b>102-104</b>

Students completing this program will qualify for Missouri Teaching Certification in Biology, Chemistry and Physics.

## MINORS

### Minor in Biology

A minor in biology consists of 20 credits including at least one course from areas 1-5 listed below.

#### 1. Basic Biology:

BIO	101	Principles of Biology (5)
BIO	105	Principles of Organismal Biology (5)
BIO	106	Principles of Cell Biology (4)

#### 2. Environmental Biology:

BIO	225	Evolutionary Ecology (4)
BIO	305	Human Ecology (3)

#### 3. Physiology:

BIO	250	Anatomy and Physiology (5)
BIO	311	Animal Physiology (4)
BIO	340	Plant Physiology (4)

#### 4. Organismal Diversity:

BIO	218	Field Identification of Birds (2)
BIO	251	Medical and Public Health Microbiology (4)
BIO	315	Medical Parasitology (4)
BIO	318	Ornithology (2)
BIO	350	Plant Systematics (4)
BIO	351	Local Flora: Spring and Summer (2)
BIO	390	Microbiology (4)
BIO	407	Plant Morphology (4)
BIO	411	Developmental Biology (4)
BIO	415	Invertebrate Biology (4)
BIO	416	Vertebrate Biology (4)
BIO	418	Mammalogy (4)
BIO	455	Entomology (4)

#### 5. Biology Electives:

BIO	205	Genetics (4)
ALH	352	Applied Nutrition (2)

Or any 300-or 400-level BIO course not used in any of the above categories.

**TOTAL**

**20**

Careful attention must be given to course prerequisites in the planning of the minor program.

### Semester Designation

F -- the course is offered in the fall semester

Sp -- the course is offered in the spring semester

Su -- the course is offered in the summer semester

DD -- the course is offered at the discretion of the department

## BIOLOGY COURSES

Waiving of any course prerequisites requires prior departmental authorization.

**BIO 101 Principles of Biology (5) F, Sp, Su.** Principles of living phenomena; meets the general education biological science requirement. Four hours lecture, two hours lab.

**BIO 105 Principles of Organismal Biology (5) F, Sp.** Examines basic concepts and principles related to organismal morphology and homeostasis of representative organisms. Three hours lecture and three hours lab per week. Prerequisites: ACT math score of 20 or higher or the equivalent, ACT English score of 19 or higher or the equivalent, and ACT reading score of 19 or higher or the equivalent. LAS Writing.

**BIO 106 Principles of Cell Biology (4) F, Sp.** An integrated lecture and laboratory course for biology majors and students planning to take additional courses in biology, covering basic biochemistry, cell structure and function, molecular biology, genetics, physiology and development of plants and animals. Three hours lecture and three hours lab. Prerequisites: ACT math score of 20 or higher or the equivalent, ACT English score of 19 or higher or the equivalent, and ACT reading score of 19 or higher or the equivalent. LAS Writing.

**BIO 116 Naturalist Training (1) F.** This course emphasizes the interpretation of 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 Missouri Department of Conservation during their college career and beyond. Prerequisite: BIO101 or BIO105 recommended.

**BIO 205 Genetics (4) F.** Explore and study classical, molecular, and evolutionary genetics. Three hours lecture and three hours lab per week. Prerequisites: BIO106 with a grade of C or above and credit or concurrent enrollment in CHE111. BIO225 recommended.

**BIO 209 Introduction to Wildlife Conservation (3) Sp.** This course surveys the historic and modern development of conservation biology. How the principles of conservation are applied to the management, restoration, conservation and preservation of wildlife natural resources is emphasized. Prerequisites: BIO105 with a grade of C or above. BIO225 recommended.

**BIO 218 Field Identification of Birds (2) Sp (odd-numbered years).** Concentrates on the sight and sound identification of birds in their natural habitats. Prerequisite: BIO101 or BIO105.

**BIO 220 Field Natural History (1-3) DD.** 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 BIO220 courses may be repeated for credit. Prerequisites: BIO101 or BIO105 or departmental approval.

**BIO 225 Evolutionary Ecology (4) Sp.** Covers principles of ecology and evolution, including field and research methods. Three hours lecture and three hours. Prerequisites: A grade of C or better in BIO105, ACT math score of 20 or higher or the equivalent, ACT English score of 19 or higher or the equivalent, and ACT reading score of 19 or higher or the equivalent. LAS Computer Literacy.

**BIO 250 Anatomy and Physiology (5) F, Sp, Su.** Concepts of human structure and function and relationships of these concepts to cells, tissues, organs and systems. Four hours lecture, two hours lab. Prerequisite: A grade of C or better in either BIO101 or BIO106.

**BIO 251 Medical and Public Health Microbiology (4) F, Sp.** Medically significant microorganisms, their characteristics, relationship to disease, transmission, and control methods. Three hours lecture, three hours lab. Prerequisite: BIO101 or 106 and CHE104 both with a grade of C or above.

**BIO 265 Biology of Aging (3) DD.** Introductory course examining the aging process in humans and other living organisms. Research into the causes of aging, prospects of retarding or reversing the aging process and the outlook for increasing life expectancy and life span in humans is reviewed. Prerequisite: BIO101.

**BIO 283 Introduction to Research Methods in Biology (1-5) (DD).** Introduction to basic research in biology. Individual and team projects involving methods for solving biology- related research problems. Prerequisite: Departmental approval.

**BIO 305 Human Ecology (3) F.** Mankind and the environment; pollution, population, resources, environmental law, and environmental ethics. Prerequisite: A grade of C or better in either BIO101 or BIO105.

**BIO 308 History and Philosophy of the Natural Sciences (3) Sp.** A study of the history of the natural sciences with an emphasis on the philosophical analysis of these events. Prerequisites: Completion of General Studies Mathematics and Natural Sciences requirements.

**BIO 311 Animal Physiology (4) F.** The physiological systems, their functions and interactions in animal physiology with emphasis on the human animal. Three hours lecture, three hours lab. Prerequisite: BIO106.

**BIO 313 Topics in Molecular Genetics (1) F (even-numbered years).** A selected topics lecture course dealing with the molecular biology of the gene, i.e., the storage, modification, transmission, and retrieval of macromolecular information. One hour lecture/discussion. Prerequisites: Either BIO101 or BIO106, and BIO205.

**BIO 314 Technology and Society (3) F, Sp.** 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 ENG314, HUM314, PSY314, and PSC314. Prerequisites: Category One - Basic Skills courses.

**BIO 315 Medical Parasitology (4) Sp (even-numbered years).** An introduction to the major protozoal, helminth, and arthropod parasites of humans. Three hours lecture, two hours lab. Prerequisite: BIO105.

**BIO 318 Ornithology (2) Sp (odd-numbered years).** This course covers the taxonomy, anatomy, physiology, behavior and evolution of birds. Prerequisite: BIO225.

**BIO 320 Histology (4) DD.** 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: BIO106.

**BIO 325 Introduction to Paleontology (4) Sp (even-numbered years).** A review of major principles and techniques in paleontology including but not limited to systematics, evolutionary history and relationships within the tree of life, comparative anatomy and community analysis. Three hours lecture, three hours lab. Prerequisites: BIO101 or BIO105 or ESC111 with a grade of C or above, or consent of the instructor.

**BIO 331 Bioinformatics (2) Sp (odd-numbered years).** 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: A grade of C or better in BIO205.

**BIO 340 Plant Physiology (4) F (odd-numbered years).** Plant functions; emphasis on water relations, mineral nutrition, plant biochemistry, development, and responses to environmental factors in higher plants. Three hours lecture, two hours lab. Prerequisite: BIO106.

**BIO 350 Plant Systematics (4) F (even-numbered years).** Identification, characteristics, and importance of seed plants; studies classification, techniques, and literature of taxonomy. Requires a plant collection and field trips. Three hours lecture, two hours lab. Prerequisite: BIO106.

**BIO 351 Local Flora: Spring and Summer (2) Su (even-numbered years).** This course concentrates on the identification, systematics, ecology, and natural history of native plants in forests, prairies, wetlands, and successional habitats in northwest Missouri. Field experiences, lectures and discussions are integrated throughout the course. (In order to take advantage of unique field opportunities, BIO351 begins in late April and finishes in late June.) Prerequisite: BIO225.

**BIO 353 Philosophy of Biology (3) F (odd-numbered years).** 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 PHL353. Prerequisite: BIO101 or BIO105 or BIO106.

**BIO 355 Cave Ecology (3) Sp (odd-numbered years).** 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 miniprojects that relate to cave ecology. Two hours lecture and the equivalent of three hours lab. Prerequisites: BIO105 and BIO225.

**BIO 360 Development of Federal Wildlife Law (3) F (even-numbered years).** 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. Prerequisite: A grade of C or better in BIO105.

**BIO 375 Pathophysiology (4) F, Sp.** Human diseases and the physiological disorders produced by disease. The origin, incidence and symptoms of disease. Prerequisite: A grade of C or better in BIO250.

**BIO 380 Biology Teaching: Materials and Methods (3) Sp (even-numbered years).** 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 BIO101 labs. Prerequisite: 20 credit hours in science.

**BIO 385 Herpetology (4) Sp. (even-numbered years).** Natural history of the amphibians and reptiles, including ecology, biology, evolution, and anatomy, with an emphasis on local species. Three lectures and one, three-hour lab each week. One weekend field trip is required. Courses exposing students to vertebrate anatomy and/or physiology would also be desirable. Prerequisites: A grade of C or better in BIO225.

**BIO 390 Microbiology (4) F.** Identification, characteristics, and importance of microorganisms; application to human needs, infection and immunity. Prerequisite: A grade of C or better in BIO106 or consent of instructor.

**BIO 407 Plant Morphology (4) Sp (odd-numbered years).** Structure, development, and evolutionary relationships of algae, fungi, and bryophytes and representative vascular plants. Three hours lecture, two hours lab. Prerequisite: A grade of C or better in BIO105.

**BIO 409 Principles of Terrestrial Wildlife Management (3) Sp (even-numbered years).** 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: A grade of C or better in both BIO209 and BIO225.

**BIO 410 Molecular Cell Biology (4) Sp (even-numbered years).** 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: BIO106.

**BIO 411 Developmental Biology (4) Sp (odd-numbered years).** Examines the morphological changes and the genetic and molecular pathways involved in animal embryonic development. Prerequisite: BIO106.

**BIO 412 Seminar in Biology (1) (DD).** Individual reports and group discussion on problems and current research in biology. May be repeated for a maximum of 2 credits. Prerequisite: Departmental approval.

**BIO 415 Invertebrate Biology (4) F (even-numbered years).** Biology of the invertebrates, emphasizing their taxonomy, anatomy, life cycles, evolution, and ecology. Three hours lecture, two hours lab. Prerequisites: BIO225 and a grade of C or better in BIO105.

**BIO 416 Vertebrate Biology (4) Sp (odd-numbered years).** Comparative anatomy, biological principles, and taxonomy of the vertebrates. Three hours lecture, three hours lab. Prerequisites: BIO205 and a grade of C or better in both BIO105 and BIO106.

**BIO 418 Mammalogy (4) F (odd-numbered years).** 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. Prerequisite: A grade of C or better in BIO225.

**BIO 420 Biology Teaching Practicum (1-2) F, Sp, Su.** 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. Prerequisites: Junior or senior standing, declared Biology major, and departmental approval.

**BIO 421 Immunology (4) Sp (odd-numbered years).** Investigation of the cellular and molecular basis of the immune response. Methods in immunology as applied to various fields. Prerequisites: BIO390 and a grade of C or better in BIO106.

**BIO 425 Biology Internship (1-2) F, Sp, Su.** 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. Prerequisites: Junior or senior standing, declared Biology major, and departmental approval.

**BIO 430 Molecular Basis of Disease (4) F (even-numbered years).** Investigation of the basic biological causes of human disease at molecular, cellular, and physiological levels. Three hours lecture, three hours lab per week. Prerequisite: A grade of C or better in BIO205.

**BIO 431 Molecular Biology (4) Sp (even-numbered years).** In-depth study of the molecular and cellular basis of life. Investigation of molecular genetic techniques as applied to diverse biological disciplines. Prerequisites: A grade of C or better in both BIO106 and BIO205.

**BIO 450 Independent Research/Project (1-5) F, Sp, Su.** Investigation of a research problem, project, or topic on an individual conference basis. Prerequisites: Junior or senior standing, declared Biology major, overall GPA of 2.5, BIO105, CHE111, CHE120, and MAT116.

**BIO 455 Entomology (4) F (odd-numbered years).** Introduction to the insects that will focus on their taxonomy, natural history, physiology, development, and ecology. Three hours lecture, three hours lab. Prerequisites: A grade of C or better in BIO105 and BIO225.



**BIO 461 Renewable Resources Policy and Administration (3) Sp (odd-numbered years).** 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.

## **EARTH SCIENCE COURSES**

**ESC 111 Physical Geology (4) F, Sp.** Survey of geologic materials and processes.

**ESC 120 Meteorology (4) Sp (odd-numbered years).** Studies the nature and phenomena of the atmosphere and surveys climates and their classification.

## **PHYSICAL SCIENCE COURSES**

**PHS 230 Physical Science for Elementary Teachers (3) F, Sp.** Basic concepts of the physics, chemistry, astronomy, meteorology, and geology emphasizing topics taught in grades K-6. Elementary Education majors may not take the course until officially admitted to teacher education.

# Department of Chemistry

Dr. Ben Caldwell, *Chairperson*

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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 accredited 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.

## EXIT REQUIREMENTS FOR DEPARTMENT MAJORS

All students completing the Chemistry degree programs will be required to take the departmental exit exam consisting of the E.T.S. Major Field Test in Chemistry.

## BACHELOR OF SCIENCE DEGREE REQUIREMENTS

### Major in Chemistry

			<i>Credits</i>
CHE	111	General Chemistry	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	370	Biochemistry I	4
CHE	381	Physical Chemistry: Chem. Dynamics & Quantum Mech.	3
CHE	382	Physical Chemistry Lab: Chem. Dynamics & Quantum Mech.	2
CHE	383	Physical Chemistry: Thermodynamics	3
CHE	384	Physical Chemistry Lab: Thermodynamics	2
CHE	426	Instrumental Methods	5
CHE	441	Advanced Inorganic Chemistry	3
CHE	442	Inorganic Synthesis	2
CHE	495	Seminar in Chemistry	2
MAT	167	Calculus with Analytic Geometry I	5
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
Advanced Courses in Chemistry: Choose 2 courses			6
CHE	445	Advanced Topics in Chemistry (3)*	
CHE	470	Biochemistry II (3)	
CHE	490	Research in Chemistry (3)**	
<b>TOTAL</b>			<b>81</b>

\*CHE445 may be repeated under two different topics for 6 credit hours in this category.

\*\*To satisfy requirements in this category, CHE490 must consist of 3 credit hours on a single project that culminates in a single written report. The 3 credit hours do not have to be completed in a single semester.

## Major in Natural Science/Chemistry

Students pursuing the Bachelor of Science degree majoring in Natural Science with a Chemistry concentration have four option areas available: Health Professions, Forensic Science, Education, and Chemical Business. The Natural Science curriculum consists of a core of courses taken by all majors followed by specified chemistry and cognate area courses to complete each option.

### Core Requirements

		<i>Credits</i>
CHE	111 General Chemistry	5
CHE	120 General Chemistry II with Qualitative Analysis	5
CHE	310 Organic Chemistry I	3
CHE	311 Organic Chemistry Lab I	2
CHE	321 Quantitative Analysis	4
CHE	370 Biochemistry I	4
CHE	495 Seminar in Chemistry	2
PHY	110 & 111 College Physics I & II (8)	<b>OR</b>
PHY	210 & 211 University Physics I & II (10)	8 - 10
BIO	106 Principles of Cell Biology	4
MAT	167 Calculus w/ Analytic Geometry I (5)	5
<b>TOTAL CORE</b>		<b>42-44</b>

### Natural Science/Chemistry: Forensic Science Option

		<i>Credits</i>
CHE	312 Organic Chemistry II	3
CHE	313 Organic Chemistry Laboratory II	2
CHE	326 Instrumental Analysis	4
CHE	340 Physical Chemistry for the Biological Sciences (4)	<b>OR</b>
*CHE	381/382 Physical Chemistry: Chem. Dynamics/Laboratory (5)	<b>OR</b>
*CHE	383/384 Physical Chemistry: Thermodynamics/Laboratory (5)	4-5
BIO	205 Genetics	4
LAW	100 Introduction to Criminal Justice	3
LAW	260 Criminal Law	3
LAW	275 Police Photography	2
LAW	280 Criminalistics	5
LAW	310 Criminal Investigation	3
LAW	320 Criminal Evidence	3
<b>TOTAL OPTION</b>		<b>36-37</b>
<b>TOTAL CORE &amp; OPTION</b>		<b>78-81</b>

\* The CHE381 or 383 physical chemistry options contains a minimum prerequisite of MAT177 and concurrent enrollment in PHY210.

### Natural Science/Chemistry: Education Option

		<i>Credits</i>
CHE	326 Instrumental Analysis	4
CHE	340 Physical Chemistry for the Biological Sciences (4)	<b>OR</b>
*CHE	381 Physical Chemistry: Chem. Dynamics & Quantum Mech. (3)	<b>OR</b>
*CHE	383 Physical Chemistry: Thermodynamics (3)	3-4
CHE	380 Environmental Chemistry	3
CHE	308 History and Philosophy of the Natural Sciences	3
CHE	465 Chemistry Teaching: Methods & Techniques	3
ESC	111 Physical Geology	<b>OR</b>
ESC	120 Meteorology	4
EDU	202 Introduction to Teaching	3
EDU	203 Participation in Teaching I	1
EDU	225 Educational Psychology	2
EDU	303 Experience in Teaching II	2
EDU	304 Applied Methods and Management	3

EDU	311	Secondary Reading Techniques	2
EDU	315	Psychology & Educ. of the Exceptional Student	2
EDU	404	Seminar in Sec. Education & Human Relations	3
EDU	409	Student Teaching III (Secondary)	9
<b>TOTAL OPTION</b>			<b>47-48</b>
<b>TOTAL CORE &amp; OPTION</b>			<b>89-92</b>

\* The CHE381 or 383 physical chemistry options contains a minimum prerequisite of MAT177 and con-current enrollment in PHY210. The CHE340 physical chemistry course requirement contains a minimum prerequisite of MAT167, which satisfies the Math requirement in the core for the Natural Science/Chemistry program.

Teacher Education students must also complete the General Studies requirements as listed under Secondary Education. The above requirements complete all Missouri Secondary Education Chemistry certification requirements. Unified Science certification requires the completion of both ESC111 and ESC120, and also completion of 4 more credit hours of biology (BIO105 or 205 are recommended).

<b>Natural Science/Chemistry: Health Professions Option</b>			<i>Credits</i>
CHE	xxx	Courses numbered 300 or higher	7
BIO	205	Genetics	4
BIO	311	Animal Physiology	4
BIO	xxx	Courses numbered 300 or higher	8
<b>TOTAL OPTION</b>			<b>23</b>
<b>TOTAL CORE &amp; OPTION</b>			<b>65-67</b>

<b>Natural Science/Chemistry: Chemical Business Option</b>			<i>Credits</i>
CHE	326	Instrumental Analysis	4
CHE	340	Physical Chemistry for the Biological Sciences (4)	<b>OR</b>
*CHE	381/382	Physical Chemistry: Chem Dynamics/Laboratory (5)	<b>OR</b>
*CHE	383/384	Physical Chemistry: Thermodynamics/Laboratory (5)	4-5
CHE	380	Environmental Chemistry	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	305	Management of Organizations	3
MKT	301	Principles of Marketing	3
<b>TOTAL OPTION</b>			<b>38-39</b>
<b>TOTAL CORE &amp; OPTION</b>			<b>80-83</b>

\* The CHE381/382 or 383/384 physical chemistry options contains a minimum prerequisite of MAT177 and concurrent enrollment in PHY210.

# Major in Biochemistry and Molecular Biology

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.

Students pursuing the Bachelor of Science degree majoring in Biochemistry and Molecular Biology are required to complete the following curriculum.

The following core courses are required:

Core Requirements			Credits
BIO	105	Principles of Organismal Biology	5
BIO	106	Principles of Cell Biology	4
BIO	205	Genetics	4
BIO	225	Evolutionary Ecology	4
BIO	331	Bioinformatics	2
BIO	431	Molecular Biology	4
CHE	111	General Chemistry	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)	OR
CHE	383/384	Physical Chemistry Thermodynamics/Laboratory (5)	4-5
CHE	370	Biochemistry I	4
CHE	470	Biochemistry II	3
CHE	495	Seminar in Chemistry	2
PHY	110/111	College Physics I/II (8)	OR
PHY	210/211	University Physics I/II* (10)	8-10
MAT	167	Calculus with Analytic Geometry I	5
SUBTOTAL			68-71

\*Prerequisite MAT177

CHE383 may not be used as an elective course if CHE340 is taken in the core requirements.

**Electives: Complete a minimum of twelve (12) credits from Biology or Chemistry courses numbered 300 or higher from the following recommended list. Other Biology or Chemistry courses numbered 300 or higher may be substituted with prior departmental approval.**

BIO	311	Animal Physiology (4)	
BIO	315	Medical Parasitology (4)	
BIO	340	Plant Physiology (4)	
BIO	390	Microbiology (4)	
BIO	410	Molecular Cell Biology (4)	
BIO	411	Developmental Biology (4)	
BIO	421	Immunology (4)	
BIO	430	Molecular Basis of Disease (4)	
BIO	450	Independent Research/Project (var.)	
CHE	312	Organic Chemistry II (3)	
CHE	313	Organic Chemistry II Laboratory (2)	
CHE	326	Instrumental Analysis (4)	
CHE	426	Instrumental Methods** (5)	
CHE	381/382	Physical Chemistry: Chem Dynamics & Quantum Mech/Lab* (5)	
CHE	441	Advanced Inorganic Chemistry (3)	
CHE	490	Research in Chemistry (3)	
SUBTOTAL			12
TOTAL			80-83

\* Prerequisite: MAT177

\*\* Prerequisite: CHE381/382

CHE426 may not be taken as an elective if CHE326 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.

The following courses must be taken in the core requirements:

CHE 383/384	Physical Chemistry: Thermodynamics/Lab (substitutes for CHE340)	5
PHY 210/211	University Physics I/II	10

Where choices are available for major electives the following courses must be taken:

CHE 312/313	Organic II/Laboratory (5)	
* CHE 381/382	Physical Chemistry: Chem Dynamics & Quantum Mech/Lab	(5)
** CHE 426	Instrumental Methods (5)	
CHE 441	Advanced Inorganic Chemistry (3)	
MAT 177	Calculus with Analytical Geometry II (5)	

### Major in Medical Technology

Missouri Western State University offers a program leading to the Bachelor of Science degree with a major in Medical Technology, also referred to as Clinical Laboratory Science. 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 credits for the fourth year's work.

Acceptance into a clinical laboratory program is highly competitive, and enrollment in the Medical Technology program does not guarantee acceptance of the student into a clinical program. Students must make separate application to one of the two affiliated hospitals for the clinical program, which consists of twelve 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 Technology 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 Technology; however, the student must pass the examination to become certified to practice as a medical technologist.

Requirements			Credits
CHE 111	General Chemistry		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

BIO	390	Microbiology	4
BIO	421	Immunology	4
MAT	116	College Algebra	3
<b>TOTAL NATURAL SCIENCES AND MATHEMATICS</b>			<b>52</b>

Courses in medical technology must total 30-43 credits.

MTE	412	Clinical Lab Science Theory, Applications and Correlation (5)	
MTE	413	Applications of Chemistry for Clinical Lab Science (1)	
MTE	420	Clinical Laboratory Management I (2)	
MTE	421	Clinical Laboratory Management II (3)	
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)	
<b>TOTAL MEDICAL TECHNOLOGY</b>			<b>30-43</b>
<b>TOTAL</b>			<b>80-93</b>

\* The courses and credit hours required will vary based on clinical site.

## MINOR IN CHEMISTRY

Requirements			Credits
CHE	111	General Chemistry	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
<b>TOTAL</b>			<b>23</b>

## Semester Designation

- F -- the course is offered in the fall semester  
 Sp -- the course is offered in the spring semester  
 Su -- the course is offered in the summer semester  
 DD -- the course is offered at the discretion of the department

## CHEMISTRY COURSES

Waiving of any course prerequisites requires prior departmental authorization.

Laboratory fees are required for all lab courses. See the current course listings for fees. The student must furnish required laboratory apron and safety goggles in laboratory courses.

**CHE 101 Introductory Chemistry (4) F, Sp, Su.** Chemistry for liberal arts and sciences students; meets the minimum physical science requirement. Three hours lecture, two hours lab.

**CHE 104 Fundamentals of Chemistry (5) F, Sp, Su.** A survey of chemistry with special emphasis on solution and biochemistry; for students majoring in scientific and technological fields such as nursing or agriculture. Four hours lecture, two hours lab.

**CHE 111 General Chemistry (5) F, Sp.** 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: Math ACT of 20 or higher or the equivalent.

**CHE 120 General Chemistry II with Qualitative Analysis (5) F, Sp.** Continuation of CHE111. 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. Prerequisites: A grade of C or better in CHE111 and MAT116 or equivalent.

**CHE 167 Chemical Applications of Calculus (1) F, Sp.** 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: Credit or concurrent enrollment in MAT167.

**CHE 283 Introduction to Research Methods in Chemistry (1-3) F, Sp, Su.** Introduction to basic research in chemistry. Individual and team projects involving methods for solving chemistry-related research problems. May be repeated for credit. Prerequisite: High school chemistry, freshman or sophomore standing, and departmental approval.

**CHE 295 Colloquium in Chemistry (1) Sp.** An introduction to careers in chemistry and chemistry related fields. Breadth of career paths and educational requirements for those paths will be emphasized. Prerequisite: Freshman or sophomore standing, or departmental approval.

**CHE 308 History and Philosophy of the Natural Sciences (3) Sp.** A study of the history of the natural sciences with an emphasis on the philosophical analysis of these events. Prerequisites: Completion of General Studies Mathematics and Natural Sciences requirements.

**CHE 310 Organic Chemistry I (3) F, Sp.** 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: A grade of C or better in CHE120.

**CHE 311 Organic Chemistry Laboratory I (2) F, Sp.** Laboratory course to accompany CHE310 Organic Chemistry I lecture.. Six hours lab. Prerequisite: Credit or concurrent enrollment in CHE310.

**CHE312 Organic Chemistry II (3) F, Sp.** 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. Prerequisites: A grade of C or better in CHE310 and CHE311.

**CHE 313 Organic Chemistry Laboratory II (2) F, Sp.** Laboratory course to accompany CHE312. Six hours lab. Prerequisite: Credit or concurrent enrollment in CHE312.

**CHE 321 Quantitative Analysis (4) F.** Analytical chemistry; gravimetric, volumetric, colorimetric, and electroanalytical determinations. Two hours lecture, six hours lab. Prerequisite: A grade of C or better in CHE120. LAS Computer Literacy.

**CHE 326 Instrumental Analysis (4) Sp.** Theories and methods in modern instrumental analysis. Three hours lecture, three hours lab. Prerequisites: A grade of C or better in CHE310, CHE311, and CHE321.



**CHE 340 Physical Chemistry for the Biological Sciences (4) F.** 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. Prerequisites: A grade of C or better in CHE310, CHE311, PHY110, and MAT167.

**CHE 370 Biochemistry I (4) F, Sp (odd-numbered years).** Chemistry of biological compounds, metabolism, and biochemical genetics. Three hours lecture, three hours lab. Prerequisites: A grade of C or better in CHE310 and CHE311.

**CHE 380 Environmental Chemistry (3) Sp (even-numbered years).** 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. This course will provide background for understanding the demands of the chemical industrial workplace or for advanced study of these topics. Prerequisites: A grade of C or better in CHE310 and CHE311.

**CHE 381 Physical Chemistry: Chemical Dynamics and Quantum Mechanics (3) F.** Kinetic theory of gases, chemical kinetics, introduction to quantum chemistry, absorption and emission spectroscopy, bonding and conductivity. Three hours lecture. Prerequisites: MAT177, credit or concurrent enrollment in PHY210, and a grade of C or better in CHE310 and CHE311. LAS Computer Literacy.

**CHE 382 Physical Chemistry Laboratory: Chemical Dynamics and Quantum Mechanics (2) F.** Laboratory course to accompany CHE 381 Physical Chemistry: Chemical Dynamics and Quantum Mechanics lecture. Six hours lab. Prerequisite: Credit or concurrent enrollment in CHE381. LAS Computer Literacy.

**CHE 383 Physical Chemistry: Thermodynamics (3) Sp.** Thermodynamics, chemical equilibrium, properties of solutions, phase equilibria and electrochemistry. Prerequisites: MAT177, a grade of C or better in both CHE310 and CHE311, and credit or concurrent enrollment in PHY210.

**CHE 384 Physical Chemistry Laboratory: Thermodynamics (2) Sp.** Laboratory course to accompany CHE383 Physical Chemistry: Thermodynamics lecture. Six hours lab. Prerequisite: Credit or concurrent enrollment in CHE383.

**CHE 426 Instrumental Methods (5) Sp.** Modern methods of chemical instrumentation; includes both practical application; and fundamental theories of instrumental analyses. Three hours lecture, Six hours lab. Prerequisites: CHE321, CHE381, and CHE382.

**CHE 441 Advanced Inorganic Chemistry (3) F (even-numbered years).** 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. Prerequisites: CHE310 and CHE311.

**CHE 442 Inorganic Synthesis (2) F (even-numbered years).** 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. Six hours lab. Prerequisites: CHE310, CHE311, and credit or concurrent enrollment in CHE441.

**CHE 445 Advanced Topics in Chemistry (3) Sp.** 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. Prerequisites: CHE312, CHE381, and CHE382.

**CHE 450 Independent Research/Project (1-5) F, Sp, Su.** Investigation of a research problem, project, or topic on an individual conference basis. May be repeated for credit. Prerequisites: Declared Chemistry major, a minimum of 2.5 GPA in major field, and departmental approval.

**CHE 465 Chemistry Teaching: Methods and Techniques (3) Sp (odd-numbered years).** 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: CHE310 or departmental approval.

**CHE 470 Biochemistry II (3) Su (even-numbered years).** Advanced study of the biochemical properties of living systems, the diversity of biochemical functions, and mechanisms for biosynthesis. Three hours lecture. Prerequisites: A grade of C or better in CHE321 and CHE370.

**CHE 490 Research in Chemistry (1-3) F, Sp, Su.** Original research on problems in various fields of chemistry. Hours arranged. May be repeated for credit. Prerequisites: CHE381 and CHE382, or consent of department chairperson.

**CHE 495 Seminar in Chemistry (2) F.** Individual reports and group discussion on modern topics in chemistry. Prerequisites: Senior standing and COM104. LAS Writing.

## MEDICAL TECHNOLOGY COURSES

The following courses are taken by fourth-year students enrolled in the clinical laboratory program as a part of the requirements for the degree in Medical Technology. These courses are not offered on the Missouri Western State University campus; they are provided in a twelve-month internship program in a hospital affiliated with Missouri Western State University and approved by the Society of Clinical Pathologists.

**MTE 412 Clinical Lab Science Theory, Applications and Correlation (5).** 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.

**MTE 413 Applications of Chemistry for Clinical Lab Science (1).** 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 therapeutic drug monitoring is emphasized.

**MTE 420 Clinical Laboratory Management I (2).** This course includes the theory, practical application and evaluation of laboratory management principles and associated models in healthcare and laboratory information systems, research, educational methodology, quality control, ethics, laboratory operations and scope of practice. Opportunities for building critical thinking, problem-solving, teamwork, communication, professionalism, research, management and leadership skills are provided.

**MTE 421 Clinical Laboratory Management II (3).** This course is a continuation of Clinical Laboratory Management I, and includes the theory, practical application and evaluation of laboratory management principles and associated models in compliance and regulatory issues, human resource management, written and oral communication, method evaluation, educational methodology, professionalism, test utilization, quality and financial resources. Opportunities for building critical thinking, problem-solving, communication, teamwork, professionalism, management and leadership skills are provided.

**MTE 430 Clinical Microbiology (5-8).** 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.

**MTE 432 Clinical Chemistry (6-10).** 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.

**MTE 434 Clinical Hematology (4-7).** 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.

**MTE 436 Clinical Immunohematology (3-7).** 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.

**MTE 438 Clinical Immunology (1-6).** 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.

**MTE 440 Clinical Urinalysis (1-3).** 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.

**MTE 442 Topics in Medical Technology (1-4).** 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.

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# Department of Communication Studies, Theatre & Cinema

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Dr. Marilyn Hunt, *Chairperson*

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<http://www.missouriwestern.edu/CST/>

The Department of Communication Studies, Theatre & Cinema comprises several diversified areas of knowledge and experience. The department is concerned with communicative transactions between human beings—the expression, comprehension, and exchange of ideas through either oral or written discourse or artistic endeavor. It is through an understanding of these processes that a picture of the total human being emerges. Students in the department are introduced to many aspects of mankind's social and creative life, thereby acquiring a background for careers in fields such as law, politics, journalism, public relations, communication, and teaching.

The Department of Communication Studies, Theatre & Cinema offers the following degrees: (1) Bachelor of Arts with a major in Speech Communication; (2) Bachelor of Science in Education (a joint degree combining Speech Communication and Theatre); (3) Bachelor of Science with a major in Speech Communication (students in this program will select a concentration in Public Relations, Organizational Communication or Research); (4) Bachelor of Science in Theatre and Video. Students may minor in Speech and Theatre, Speech Communication, Video Production, Theatre, or Musical Theatre.

## Applied Learning

Missouri Western's Communication Studies, Theatre & Cinema Department requires at least two credit hours of applied learning. These learning experiences occur outside of the classroom and allow the students to apply their knowledge in a workplace environment. COM361 Communication/Video Internship I and COM460 Communication/Video Internship II will count as applied learning. Other coursework or activities will require departmental approval.

## Admission Requirements

Students desiring a BS or BA degree in Speech Communication should complete a pre-major form so they can be assigned a Communication Studies advisor. To be eligible for admission to the program, applicants must have received a grade of C or higher in COM104 Oral Communication, the English Composition requirement ENG104, and in one of the following courses: COM210 Presentational Communication, COM215 Introduction to Public Relations or COM222 Communication Theory. Applicants must have earned an overall institutional grade point average of 2.25 or above. Students cannot be admitted to the major until they have met the admission requirements. However, a student may enroll in any communication or theatre course for which the prerequisites have been met.

## Graduation Requirements

In order to graduate with a BA or BS degree in Speech Communication, candidates must maintain a major grade point average of 2.5 or higher and receive no more than two D's in courses within the major program requirements.

# EXIT REQUIREMENTS FOR DEPARTMENT MAJORS

All students completing a B.A., B.S. in Speech Communication are required to successfully complete COM481, Senior Portfolio. All students completing a B.S. in Theatre and Video must complete THR480, Senior Portfolio. COM481 must be completed during the semester of graduation, except for summer graduates who must complete the course in the spring semester prior to graduation. THR480 must be completed during one of the last two semesters prior to graduation.

## BACHELOR OF ARTS DEGREE REQUIREMENTS

The B.A. requires at least 12 credits in a single foreign language. Academic majors may require additional hours in a foreign language.

### Major In Speech Communication

Courses must total 39-40 credits. The following specific courses are required:

	<i>Credits</i>
COM 104 Oral Communication	3
COM 210 Presentational Communication	3
COM 215 Introduction to Public Relations	3
COM 222 Communication Theory	3
COM 304 Media and Society	3
COM 305 Interpersonal Communication	OR
COM 324 Small Group Communication	3
COM 314 Persuasion	OR
COM 334 Argumentation and Debate	3
COM 320 Research Methods in Communication	3
COM 338 Survey of Rhetorical Theory	3
COM 342 Intercultural Communication	OR
COM 345 Nonverbal Communication	3
COM 410 Organizational Communication	3
Applied Learning (COM361, COM460 or dept. approved course)	2-3
COM 481 Senior Portfolio	1
Plus 3 additional credit hours of COM numbered 200 or above	3
<b>TOTAL</b>	<b>39 - 40</b>

## BACHELOR OF SCIENCE IN EDUCATION DEGREE REQUIREMENTS

### Major in Speech and Theatre

Courses in communication and theatre must total 50 credits. The following specific courses are required:

	<i>Credits</i>
COM 104 Oral Communication	3
COM 210 Presentational Communication	3
COM 270 Introduction to Video Production	3
COM 304 Media and Society	3
COM 305 Interpersonal Communication	3
COM 314 Persuasion	3
COM 320 Research Methods in Communication	3
COM 324 Small Group Communication	3
COM 334 Argumentation and Debate	3
COM 338 Survey of Rhetorical Theory	OR
COM 345 Nonverbal Communication	3
COM 465 Methods of Teaching Speech and Drama	3
THR 228 Acting I	3
THR 239 Costume Techniques	2

THR 275	Script Analysis	3
THR 280	Scenography	3
THR 338	Directing the Actor	3
Plus 3 hours in THR numbered 200 or above		3
<b>TOTAL COM/THR</b>		<b>50</b>

In addition, courses in Secondary Education must total 27 credits. The following specific courses are required: EDU202, EDU203, EDU303, EDU304, EDU311, EDU315, EDU225, EDU404, EDU409.

### Minor in Musical Theatre

This minor is available only to students who are Speech/Theatre majors.

<b>Requirements</b>		<i>Credits</i>
MUS 106	Basic Keyboard Skills I	2
MUS 119	Musicianship I	2
MUS 201	Foundations in Vocal/ Choral Techniques I	2
MUS 219	Musicianship 2	4
MUS 189/289	Applied Voice	4
MUS 338	Concert Chorale	4
THR 140	Production Participation (Musical Theatre)	3
THR 126	Stage Movement	2
THR 326	Techniques of Musical Theatre Performance	3
<b>TOTAL</b>		<b>26</b>

## BACHELOR OF SCIENCE DEGREE REQUIREMENTS

### Major in Speech Communication

Students majoring in Speech Communication may select one of three concentration areas: Research, Organizational Communication, or Public Relations.

Students in each concentration area must complete the following set of core courses totaling 30-31 credit hours:

		<i>Credits</i>
COM 104	Oral Communication	3
COM 210	Presentational Communication	3
COM 215	Introduction to Public Relations	3
COM 222	Communication Theory	3
COM 304	Media and Society	3
COM 305	Interpersonal Communication	<b>OR</b>
COM 324	Small Group Communication	3
COM 314	Persuasion	<b>OR</b>
COM 334	Argumentation and Debate	3
COM 320	Research Methods in Communication	3
COM 338	Survey of Rhetorical Theory	3
COM 342	Intercultural Communication	<b>OR</b>
COM 345	Nonverbal Communication	3
Applied Learning (COM361, COM460 or dept. approved courses)		2-3
COM 481	Senior Portfolio	1
<b>TOTAL CORE</b>		<b>33-34</b>

### Major in Speech Communication, Research Concentration

In addition to the 33-34 credit core named above, the following courses are required:

		<i>Credits</i>
CSC 184	Computing Concepts I	3
CSC 201	Microcomputer Applications	<b>OR</b>
MGT 201	Microcomputer Applications	3

MAT 132	Elementary Statistics	3
MAT 137	Calculus in Business and the Non-Physical Sciences	4
*PSY 200	Intermediate Psychology	3
COM 410	Organizational Communication	3
Plus select one from the following:		3
CSC 200	Computer Systems and Architectures	
CSC 254	Computing Concepts II	
*PSY 300	Introductory Psychological Statistics	
<b>TOTAL CONCENTRATION</b>		<u>22</u>
<b>TOTAL CORE &amp; CONCENTRATION</b>		<u>55-56</u>

\*The upper level psychology course requirement contains a prerequisite of PSY 101, which satisfies the first Social Science element in Category Three of the General Studies Curriculum.

### Major in Speech Communication, Organizational Communication Concentration

In addition to the 33-34 credit core named above, the following courses are required:

		<i>Credits</i>
ACC 201	Introductory Financial Accounting	3
COM 410	Organizational Communication	3
MGT 305	Management of Organizations	3
*PSY 310	Industrial/Organizational Psychology	3
Plus 3 additional credits from the following:		3
EPR 422	Public Relations Writing	
GBA 211	Business Law	
GBA 220	Business Communication	
PHL 230	Ethics	
*PSY 220	Health Psychology/Stress Management	
*PSY 222	Psychology of Gender	
**SOC 230	Social Problems	
**SOC 400	Racial and Ethnic Relations	
Plus 6 additional credit hours of COM numbered 200 or above		<u>6</u>
<b>TOTAL CONCENTRATION</b>		<u>21</u>
<b>TOTAL CORE &amp; CONCENTRATION</b>		<u>54-55</u>

\*The upper level psychology course requirement contains a prerequisite of PSY101, which satisfies the first Social Science element in Category Three of the General Studies Curriculum.

\*\*The upper level sociology course requirement contains a prerequisite of SOC110, which satisfies the first or third Social Science element in Category Three of the General Studies Curriculum.

### Major in Speech Communication, Public Relations Concentration

In addition to the 33-34 credit core named above, the following courses are required:

ECO 260	Principles of Macroeconomics	OR
ECO 261	Principles of Microeconomics	3
JOU 202	Reporting for the Media	3
JOU 308	Copy Editing	3
EPR 326	Desktop Publishing	3
EPR 422	Public Relations Writing	3
MKT 301	Principles of Marketing	3
COM 410	Organizational Communication	3
COM 415	Public Relations Campaigns	3
Plus 3 additional credits of COM numbered 200 or above		
<b>TOTAL CONCENTRATION</b>		<u>27</u>
<b>TOTAL CORE &amp; CONCENTRATION</b>		<u>60-61</u>

## Major in Theatre and Video

### Major Core

COM 170	Introduction to Film	3
COM 210	Presentational Communication	3
COM 270	Introduction to Video Production	3
COM 345	Nonverbal Communication	3
THR 113	Introduction to Theatre	3
THR 140	Production Participation	3
THR 275	Script Analysis	3
THR 367	History of Theatre	3
THR 480	Senior Portfolio	1
<b>TOTAL</b>		<b>25</b>

Choose TWO of the following areas of study:

### Concentration Areas

#### Performance

THR 228	Acting I	3
THR 328	Acting II	3
THR 378	On-Camera Performance	3
THR 440	Professional Performance	3
<b>TOTAL</b>		<b>12</b>

#### Technical Production

COM 276	Audio Production	3
THR 280	Scenography	3
THR 389	Production Design and Art Direction	3
COM 370	Advanced DV Filmmaking	3
<b>TOTAL</b>		<b>12</b>

#### Producing & Directing

COM 362	DV Editing	3
THR 338	Directing the Actor	3
COM 468	Producing/Directing - I	3
COM 470	Producing/Directing - II	3
<b>TOTAL</b>		<b>12</b>

#### Scriptwriting

COM 360	Screenwriting	3
THR 360	Playwriting	3
ENG 385	Creative Writing: Prose	3
THR 477	Independent Projects in Scriptwriting	3
<b>TOTAL</b>		<b>12</b>
<b>TOTAL CORE &amp; CONCENTRATION</b>		<b>49</b>

## MINORS

### Minor In Speech Communication

Courses in communication must total 21 credits. The following specific courses are required:

COM 210	Presentational Communication	3
COM 210	Presentational Communication	3
COM 305	Interpersonal Communication	<b>OR</b>
COM 324	Small Group Communication	3
COM 314	Persuasion	<b>OR</b>
COM 334	Argumentation and Debate	<b>OR</b>
COM 338	Survey of Rhetorical Theory	3



COM 410	Organizational Communication	OR
COM 415	Public Relations Communication Analysis	3
Plus 9 additional credits in COM numbered 200 or above.		9
<b>TOTAL</b>		<b>21</b>

## Minor in Theatre

Courses in theatre must total 20 credits. The following specific courses are required:

		<i>Credits</i>
THR 113	Introduction to Theatre	3
THR 140	Production Participation	2
THR 228	Acting I	3
THR 275	Script Analysis	3
THR 280	Scenography	3
THR 338	Directing the Actor	3
THR 367	History of Theatre	3
<b>TOTAL</b>		<b>20</b>

## Minor in Speech and Theatre

Courses in communication and theatre must total 24 credits. The following specific courses are required:

		<i>Credits</i>
COM 210	Presentational Communication	OR
COM 334	Argumentation and Debate	3
COM 305	Interpersonal Communication	OR
COM 324	Small Group Communication	3
COM 465	Methods of Teaching Speech and Drama	3
THR 113	Introduction to Theatre	3
THR 228	Acting I	3
THR 275	Script Analysis	3
THR 280	Scenography	3
THR 338	Directing the Actor	3
<b>TOTAL</b>		<b>24</b>

This minor requires students to be certified to teach grades 7 - 9. In order to be qualified for certification, grades 7 - 12, students must take an additional 6 credit hours of coursework (to total 30 credit hours in communication and theatre), with credits from communication (200 level or higher, 7 - 12 certification requires COM334), and the additional 3 credits from either communication or theatre (200 level or higher).

## Minor in Video Production

Courses in communication studies and theatre must total 24 credits. The following courses are required:

		<i>Credits</i>
COM 170	Introduction to Film	3
COM 270	Introduction to Video Production	3
COM 360	Screenwriting	3
COM 362	DV Editing	3
COM 370	Advanced DV Filmmaking	3
COM 468	Producing/Directing - I	3
COM 470	Producing/Directing - II	3
THR 275	Script Analysis	3
<b>TOTAL</b>		<b>24</b>

## Semester Designation

F -- the course is offered in the fall semester

Sp -- the course is offered in the spring semester

Su -- the course is offered in the summer semester

DD -- the course is offered at the discretion of the department

## COMMUNICATION COURSES

Waiving of any course prerequisites requires prior departmental authorization.

**COM 104 Oral Communication (3) F, Sp, Su.** Principles of speech as applied in meaningful participation in society.

**COM 170 Introduction to Film (3) F.** 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.

**COM 210 Presentational Communication (3) F.** Theory and practice of constructing public presentations including: media use, organization, delivery, means of appeal, and analysis of audience and setting. Prerequisite: COM104. LAS Ethics.

**COM 215 Introduction to Public Relations (3) Sp.** This introductory course examines the practice of public relations, how public relations operates within organizations, its impact on publics and its functions in society including theory and models, social media usage, current trends, and ethical professional standards. Prerequisite: COM104. LAS Writing Intensive; LAS Ethics.

**COM 218 Oral Interpretation (3) DD.** Oral reading and analysis of prose, poetry, and drama. Same as THR218. Prerequisite: COM104.

**COM 222 Communication Theory (3) F.** 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: COM104.

**COM 270 Introduction to Video Production (3) F, Sp.** Introduction to the various aspects of video production. The course will include practical as well as aesthetic theory and application of video and audio equipment. Two hours lecture, two hours lab. Prerequisite: A grade of C or better in COM170 or departmental approval. LAS Computer Literacy

**COM 276 Audio Production (3) Sp (odd-numbered years).** A critical study of the theory, application, aesthetics, techniques and equipment in audio production. Prerequisite: COM270 or departmental approval.

**COM 283 Introduction to Research Methods in Video (1-2) DD.** Introduction to basic research methods in video. Individual and team projects involving methods for video-related research problems. Prerequisite: Departmental approval.

**COM 304 Media and Society (3) Sp.** 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: COM104.

**COM 305 Interpersonal Communication (3) F.** Analyzes communication interaction in relatively unstructured, person-to-person settings with application of interpersonal communication concepts to resolving problems emerging from human interactions. Prerequisite: COM104. LAS Writing.

**COM 314 Persuasion (3) Sp.** 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: COM104.

**COM 320 Research Methods in Communication (3) F.** 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. Prerequisite: COM104 and MAT110 or any higher level mathematics course of 3 or more credit hours (excluding MAT127 or MAT132). LAS Computer Literacy.

**COM 324 Small Group Communication (3) Sp.** 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: COM104.

**COM 334 Argumentation and Debate (3) DD.** Philosophical and theoretical foundations of logic and argumentation to the persuasive process; experience in preparation and presentation through debate and discussion formats. Prerequisite: COM104.

**COM 338 Survey of Rhetorical Theory (3) F.** Survey of the formation and transformation of rhetorical theory from the Classical Age. Prerequisite: COM104. LAS International/Intercultural.

**COM 340 Communication and Aging (3) DD.** Examines the intrapersonal, interpersonal and public levels of human communication in relationship to the aging process. Prerequisite: COM104 or departmental approval.

**COM 342 Intercultural Communication (3) F.** 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. Prerequisite: COM104. LAS Writing; LAS International/Intercultural.

**COM 345 Nonverbal Communication (3) Sp.** 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). Prerequisite: COM104. LAS Writing; LAS International/Intercultural.

**COM 350 Selected Topics in Speech Communication (3) F, Sp.** 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: COM104 or departmental approval.

**COM 360 Screenwriting (3) Sp (even-numbered years).** This course is designed to explore all aspects of screenwriting for both video and film production. The course encourages creativity in writing and examines pre-script planning, the components of communication and language as well as the mechanics of screenplays. Prerequisite: THR275. LAS Writing.

**COM 361 Communication/Video Internship I (1) F, Sp, Su.** The student will develop objectives related to his 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. Prerequisites: Junior standing, declared departmental major, minimum overall GPA of 2.5, and approval of the internship director.

**COM 362 DV Editing (3) Sp.** The examination and application of the theories, aesthetics and techniques used in editing for DV filmmaking. Two hours lecture, two hours lab. Prerequisite: COM270. LAS Computer Literacy.

**COM 370 Advanced DV Filmmaking (3) F.** A critical hands-on study of single camera film style cinematography within documentary, non-fiction, and narrative DV film-making production. Learned skills with digital production equipment will be utilized in a number of "real life" production situations. Two hours lecture, two hours lab. Prerequisite: COM270.

**COM 372 Survey in Video Technologies (3) DD.** This course is an overview of video delivery/transmission technologies. The course consists of a historical review, the application of current technologies and research into future technologies.

**COM 374 Multi-Camera Production (3) DD.** This course is designed to introduce the student to the many aspects of the multi-camera production, both in the studio and on location. Prerequisite: COM270.

**COM 410 Organizational Communication (3) Sp.** 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: Three credit hours numbered 300 or above from COM, ENG, or JOU.

**COM 412 Health Communication (3) F.** 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: COM104 and 3 credit hours numbered 300 or above from COM, NUR, PSY or PED.

**COM 415 Public Relations Campaigns (3) F.** 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 non-profit organization in completion of an actual public relations campaign. Prerequisite: COM215. LAS Ethics.

**COM 450 Independent Research/Project (1-5) F, Sp.** Investigation of a research problem, project, or topic on an individual conference basis. Prerequisite: Completion of major-minor declaration in communication studies, minimum 2.5 GPA in major field of study, and departmental approval.

**COM 460 Communication/Video Internship II (1-3) F, Sp, Su.** The student will develop objectives related to his 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. May be repeated for a total of 6 credit hours. Prerequisites: 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 (3) DD.** Philosophies, issues, and problems in contemporary speech education; content, structure, ethical issues, presentation and evaluation of curriculum and teaching in speech and theatre. Prerequisites: EDU202 and EDU203. LAS Ethics.

**COM 468 Producing/Directing-I (3) F.** Critically examines the role of the producer and director in non-fiction, corporate, commercial and documentary production. Examines the preproduction, production and postproduction processes from concept, scripting, budgeting and direction to completion, evaluation and distribution. The student will gain practical experience in producing and directing a number of non-fiction pieces throughout the course. Prerequisite: COM362. LAS Writing.

**COM 470 Producing/Directing-II (3) Sp.** This is an essential course for students who wish to be involved in DV filmmaking. The course explores the role of the DV filmmaking producer/director. Examines the preproduction, production and postproduction processes from concept, scripting, budgeting and direction to completion, evaluation and distribution. The student will gain practical experience in producing and directing a narrative film throughout the course. Prerequisite: COM468. LAS Writing.

**COM 476 DV Postproduction (3) DD.** This course is designed to further develop the student's technical skills in the filmmaking production and postproduction areas. The course will immerse the student in "real life" production situations requiring advanced filmmaking techniques as well as the use of advanced postproduction software that will result in the creation of DVDs and other distribution media. Prerequisite: COM362.

**COM 481 Senior Portfolio (1) F, Sp.** 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. COM481 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.

## THEATRE COURSES

Waiving of any course prerequisites requires prior departmental authorization.

**THR 113 Introduction to Theatre (3) F, Sp.** 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 member of production committee is an optional activity but is not required.

**THR 115 American College Theatre Festival (1) DD.** An intense exposure to theatre by means of attendance at the regional American College Theatre Festival. May be repeated for a total of 4 credits.

**THR 126 Stage Movement (2) DD.** Fundamentals of stage movement for performers and directors.

**THR 130 Stage Combat (1) Sp.** A study of weaponry styles, skills and methods as used in staging violence for stage and screen. In addition to the classroom work and assignments, attendance at a professional combat workshop over a weekend is mandatory. Additional registration and accommodation fees for this workshop are required.

**THR 140 Production Participation (1-3) F, Sp.** Supervised practical work in any area of production activity for each credit hour. May be repeated for a total of 6 credit hours.

**THR 218 Oral Interpretation (3) DD.** Oral reading and analysis of prose, poetry, and drama. Same as COM218. Prerequisite: COM104.

**THR 224 Voice and Diction (3) DD.** Theories and techniques of improving voice and articulation; includes a working knowledge of dialects and a mastery of the International Phonetic Alphabet.

**THR 228 Acting I (3) F (odd-numbered years).** Basic principles of acting, vocal and movement theory. Studio work emphasizing warm-up techniques, improvisations, monologue and scene work. Two hours lecture, two hours lab. Prerequisite: A grade of C or better in either THR113 or THR140.

**THR 229 Stage Makeup (1) F (even-numbered years).** Techniques and materials involved in two-dimensional stage makeup. Two hour lab with lecture / demonstration. Students must furnish assorted makeup.

**THR 239 Costume Technique (2) F (even-numbered years).** Fundamentals of costuming for the stage, a study of fabrics and construction, basic cutting and sewing techniques, costume shop management, and a brief look at costume history and design.

**THR 275 Script Analysis (3) F.** A critical study of script formats as well as the application of scripting techniques involving character and scene development used in corporate, instructional, public relations, dramatic and other production formats. Prerequisite: A grade of C or better in ENG104. LAS Writing.

**THR 280 Scenography (3) F (odd-numbered years).** The exploration and practical application of tools and techniques used in production and staging of lighting, scenery, properties and special effects for film, television, video and live entertainment. Prerequisite: COM270 or THR113.

**THR 283 Introduction to Research Methods in Theatre (1-2) DD.** Introduction to basic research methods in theatre. Individual and team projects involving methods for solving theatre-related research problems. Prerequisite: Departmental approval.

**THR 326 Techniques of Musical Theatre Performance (3) DD.** Fundamentals of dance for the musical theatre performer.

**THR 328 Acting II (3) Sp (even-numbered years).** A continuation of Acting I with special concentration on acting technique, advanced scene work, and exploration of acting stylistic periods. Two hours lecture, two hours lab. Prerequisite: THR228.

**THR 338 Directing the Actor (3) Sp.** Principles of directing the actor in a play or video production: material selection, casting, staging a production, and communicating with producers, actors, and technicians. Prerequisite: THR275.

**THR 341 Shakespeare (3) F.** The course examines William Shakespeare's plays and sonnets, his life and milieu, and the impact of the man and his work on modern culture. Intensive in its reading, writing, and computer use, the course provides students with a rich background as well as exposure to current views of Shakespeare -- an author who has been called "the inventor of the human." Prerequisites: ENG108 or ENG112 and ENG210 or ENG220.

**THR 360 Playwriting (3) F (odd-numbered years).** 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: THR275. LAS Writing.

**THR 367 History of Theatre (3) S.** The history of theatre from its beginnings to the present day. Prerequisite: THR113.

**THR 370 Theatre/Video Workshop (3) DD.** 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 credit hours.

**THR 378 On-Camera Performance (3) F (even-numbered years).** This course is designed to develop those skills needed to communicate effectively in front of the camera. Two hours lecture, two hours lab. Prerequisite: A grade of C or better in THR328.

**THR 389 Production Design and Art Direction (3) F (even-numbered years).** A practical and theoretical course which explores the artist and aesthetic diversity and similarity of design practice and idea in lighting, scenery, properties and special effects for film, television, video and live entertainment. Prerequisite: COM270 or THR113.

**THR 418 Independent Projects in Acting (1-3) F, Sp.** Specialized research or performance problems; scholarly projects in the theory of acting for advanced students. Written project proposal must have instructor's approval before student's registration. May be repeated for a total of 6 credit hours. Prerequisites: THR218, THR228, and departmental approval.

**THR 438 Independent Projects in Directing (1-3) F, Sp.** Advanced study in script analysis, staging techniques, rehearsal procedures, and technical coordination; ordinarily includes directing a laboratory production. Formal production prospectus must be submitted one full semester in advance of enrollment and must be approved by the instructor before student's registration. May be repeated for a total of 6 credit hours. Prerequisites: THR239, THR275, THR338 and departmental approval.

**THR 440 Professional Performance (3) Sp (odd-numbered years).** This course of study prepares the performance student for the transition into the professional arena. Intensive preparation of theatrical styled material and a 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. Prerequisites: A grade of C or better in both THR328 and THR378.

**THR 449 Independent Projects in Stage Lighting and Sound (1-3) F, Sp.** Projects course involving specialized study in theatrical sound and lighting. Student must submit project proposal to theatre staff for approval before registration. Prerequisites: THR280 and departmental approval.

**THR 450 Independent Research/Project (1-3) F, Sp.** Investigation of a research problem, project, or topic on an individual conference basis. May be repeated for up to 6 credit hours. Prerequisites: THR275, THR367, and departmental approval.

**THR 459 Independent Projects in Scene Design (1-3) F, Sp.** Projects course involving specialized study in scenery and property design and construction. Student must submit project proposal to theatre staff for approval before registration. Prerequisites: THR389 and departmental approval.

**THR 469 Independent Projects in Costuming (1-3) F, Sp.** Projects course involving specialized study in Costuming and/or Makeup. Student must submit project proposal to theatre staff for approval before registration. Prerequisites: THR229, THR239, and departmental approval.

**THR 477 Independent Projects in Scriptwriting (1-3) F, Sp.** A projects course involving independent work in playwriting. Should ordinarily result in a complete script. Student must submit project proposal to theatre staff before registration. May be repeated for up to 6 credit hours. Prerequisites: COM360, THR360, and departmental approval.

**THR 478 Modern Drama (3) DD.** Drama from Ibsen to the present. Prerequisite: ENG108 or ENG112.

**THR 479 Independent Projects in Theatre Marketing and Management (1-3) F, Sp.** Projects course involving work in publicity, box office, public relations, advertising and/or management of a performing arts event. Student must submit project proposal to theatre staff for approval before registration. Prerequisites: THR113 and departmental approval.

**THR 480 Senior Portfolio (1) F, Sp.** 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.

Department of

Computer Science,

Mathematics and Physics

Dr. Tingxiu Wang, *Chairperson*

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271-4370

<http://www.missouriwestern.edu/CSMP/>

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.

### ADMISSIONS REQUIREMENTS

#### Computer Science or Computer Information Systems

To gain admission into either of these degree programs, the student must be enrolled in CSC184 or have completed CSC184 with a grade of C or better, 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

To gain admission to any degree program in Mathematics, the student must have completed MAT 167 with a grade of C or better, or have an ACT Mathematics score of 28 or higher.

### GRADUATION REQUIREMENTS

Graduation with a degree in any program offered by the Department of Computer Science, Mathematics, and Physics requires that the student receive a grade of C or better in each course in the major or minor. In addition, all other institutional requirements for graduation must be met.

### BACHELOR OF SCIENCE DEGREE REQUIREMENTS

#### Major in Computer Science

CSC	184	Computing Concepts I	3
CSC	208	Discrete Structures I	3
CSC	254	Computing Concepts II	3
CSC	285	Data Structures	3
CSC	305	Database Architecture and Concepts	3
CSC	306	Object Oriented Applications and Program Development	3
CSC	318	Simulation and Modeling	3
CCS	328	Computer Graphics	3
CSC	384	Microcomputer Assembly Language	3
CSC	386	Operating Systems Concepts	3
CSC	394	Network and Telecommunications	3
CSC	410	Computer and Network Security	3
CSC	484	Compiler Theory	3
MAT	167	Calculus with Analytic Geometry I	5
MAT	177	Calculus with Analytic Geometry II	5



CSC 289	Computational Methods for Computer Science	OR
MAT 331	Applied Statistics	3
	<b>SUBTOTAL</b>	<hr/> 52
6 credits of CSC	courses numbered 300 or higher	
	<b>TOTAL</b>	<hr/> 58

In addition, Computer Science majors must take PHY 110 or PHY 210 to meet the Natural Sciences portion of their General Studies program.

## Major in Computer Information Systems

Students may select among the following options as a Computer Information Systems major:

1. Major in Computer Information Systems
2. Major in Computer Information Systems with Applications of Computer Technology

The majors in Computer Information Systems require the following core of courses, totaling 30 credits:

<b>Core Requirements</b>		<i>Credits</i>
ACT 102	Introduction to Web Page Development	3
CSC 184	Computing Concepts I	3
CSC 200	Computer Systems and Architecture	3
CSC 201	Microcomputer Applications	3
CSC 305	Database Architecture and Concepts	3
ACT 301	Applied Database Systems	3
CSC 394	Networking and Telecommunications	3
CSC 400	Systems Analysis and Design	3
ACT 476	Applications of Computer Information Sciences Capstone	3
GBA 220	Business Communication	3
Statistics (3 hours)	Select one of the following:	3
GBA 210	Business Statistics I	
MAT 132	Statistics	
MAT 331	Applied Statistics	
	<b>TOTAL CORE</b>	<hr/> 33

## Major in Computer Information Systems

CSC 254	Computing Concepts II	3
CSC 285	Data Structures	3
CSC 306	Object Oriented Applications and Program Development	3
CSC 245	High-Level Programming Language I	3
CSC 345	High-Level Programming Language II	3
CSC 3xx	CSC Elective Courses numbered 300 or higher	OR
ACT 3xx	ACT Elective Courses numbered 300 or higher	3
ACC 201	Introductory Financial Accounting	3
ACC 202	Introductory Managerial Accounting	3
MGT 305	Management of Organizations	3
Quantitative Analysis (3 or 4 hours)		3 or 4
MAT 137	Business Calculus (4)	
MGT 431	Management Science (3)	
	<b>TOTAL ADDITIONAL HOURS</b>	<hr/> 33-31
	<b>CORE</b>	<hr/> 33
	<b>TOTAL HOURS</b>	<hr/> 63-64

Major in Computer Information Systems with Applications of Computer Technology			
ACT	202	Introduction to Web Graphics	3
ACT	302	Decision Support Systems	3
ACT	311	Web Development Tools	3
ACT	405	Business Intelligence	3
		*Electives (18 hours)	
		<b>TOTAL ADDITIONAL HOURS</b>	<b>30</b>
		<b>CORE</b>	<b>33</b>
		<b>TOTAL HOURS</b>	<b>63</b>

\*The requirements for the elective area may be met by one of the following methods:

1. Earned minor awarded in conjunction with the CIS-ACT major degree.
2. Earned second major in conjunction with the CIS-ACT degree.
3. A previous bachelor's degree from MWSU or other accredited 4-year college or university.
4. 12 hours of ACT or CSC courses of which at least 9 hours must be 300 level or above. Or courses with prefixes approved by the advisor and chair of the Department of Computer Science, Mathematics, and Physics.

**Major in Mathematics**  
 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.

Core Requirements			Credits
CSC	184	Computing Concepts I	3
MAT	167	Calculus with Analytic Geometry I	5
MAT	177	Calculus with Analytic Geometry II	5
MAT	206	Mathematical Transitions	3
MAT	287	Calculus with Analytic Geometry III	5
MAT	306	Matrix Algebra	3
MAT	317	Differential Equations	3
MAT	331	Applied Statistics	3
MAT	416	Abstract Algebra	3
MAT	4xx	Numbered 400 or above	3

<b>Required 2-course sequence</b> (Select A or B)			6
A.	MAT	332 Probability Theory	OR
	MAT	432 Mathematical Statistics	
B.	MAT	315 Topics in Geometry	
	MAT	465 Mathematics Teaching: Methods and Materials *	
* Only appropriate for the major in mathematics with teacher certification.			

Additional Courses			
MAT	3xx	Numbered 300 or above	3
Six credits selected from: (3 credits each unless otherwise noted)			6
MAT	3xx	Numbered 300 or above (1-3)	
PHY	312	University Physics III	
PHY	410	Selected Topics in Physics	
PHY	450	Independent Research/Project (1-3)	
CSC	318	Simulation and Modeling	
CSC	328	Computer Graphics	
		<b>TOTAL</b>	<b>51</b>

# Teacher Education In Mathematics

Students intending to teach mathematics at the secondary school level are required to complete the Bachelor of Science Degree program in Mathematics along with the General Studies Requirements and the Professional Sequence as specified in this Catalog under Secondary Education.

Certification for grades 9-12 requires the completion of the following courses:

Core Requirements			Credits
CSC	184	Computing Concepts I	3
MAT	167	Calculus with Analytic Geometry I	5
MAT	177	Calculus with Analytic Geometry II	5
MAT	206	Mathematical Transitions	3
MAT	287	Calculus with Analytic Geometry III	5
MAT	306	Matrix Algebra	3
MAT	317	Differential Equations	3
MAT	331	Applied Statistics	3
MAT	416	Abstract Algebra	3
MAT	4xx	Numbered 400 or above	3
Required 2-course sequence			
MAT	315	Topics in Geometry	3
MAT	465	Mathematics Teaching: Methods and Materials	3
Additional Courses			
MAT	462	Number Theory	3
MAT	463	History of Mathematics	3
MAT	3xx	Numbered 300 or above	3
TOTAL			51

## MINORS

### Computer Information Systems

Requirements			Credits
ACT	102	Introduction to Web Page Development	3
CSC	184	Computing Concepts I	3
CSC	200	Computer Systems and Architecture	3
CSC/MGT	201	Microcomputer Applications	3
CSC	305	Database Architecture and Concepts	3
CSC	400	Systems Analysis and Design	3
Plus one approved course from ACT or CIS			3
TOTAL			21

### Computer Science

Requirements			Credits
CSC	184	Computing Concepts I	3
CSC	254	Computing Concepts II	3
CSC	285	Data Structures	3
CSC	384	Microcomputer Assembly Language	3
Six credits selected from the following			6
CSC	318	Simulation and Modeling	3
CSC	328	Computer Graphics	3
CSC	394	Networking and Telecommunications	3
CSC	410	Computer and Network Security	3
TOTAL			18

Mathematics			
Requirements			Credits
MAT	167	Calculus with Analytic Geometry I	5
MAT	177	Calculus with Analytic Geometry II	5
MAT	2xx	MAT courses numbered 200 or higher*	11
<b>TOTAL</b>			<b>21</b>
*MAT	132	Elementary Statistics may be included	

Physics			
Requirements			Credits
Select A or B			13
A.	PHY 110	College Physics I (4)	OR
	PHY 111	College Physics II (4)	
	MAT 147	Applied Calculus (5)	
	MAT 167	Calculus with Analytic Geometry I (5)	
B.	PHY 210	University Physics I (5)	
	PHY 211	University Physics II (5)	
	PHY 312	University Physics III (3)	
Select from the following			7
	PHY 313	Modern Physics Laboratory (1)	
	PHY 320	History of Physics (3)	
	PHY 410	Selected Topics in Physics (3)	
	PHY 450	Independent Research/Project (1-3)	
	CHE 383	Physical Chemistry: Thermodynamics (3)	
	MAT 317	Differential Equations (3)	
<b>TOTAL</b>			<b>20</b>

Students seeking a minor in Physics for Secondary Teacher Certification must also complete PHY465, the General Studies requirements for Secondary Education, and the Professional Sequence for Secondary Education.

### Semester Designation

- F -- the course is offered in the fall semester
- Sp -- the course is offered in the spring semester
- Su -- the course is offered in the summer semester
- DD -- the course is offered at the discretion of the department

### APPLIED COMPUTER TECHNOLOGY COURSES

Waiving of any course prerequisites requires prior departmental authorization.

- ACT 102 Introduction to Web Page Development (3) F, Sp.** 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 using MySQL. Each student will develop a fictitious organization website.
- ACT 202 Introduction to Web Graphics (3) Sp.** This course provides a comprehensive introduction to the Adobe Design Suite exploring the design applications Illustrator, InDesign 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: A grade of C or better in ACT102.

**ACT 301 Applied Database Systems (3) F.** Emphasis is placed upon the core concepts of database application development, data warehousing and data mining. 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. Students will then take this further by gaining an understanding of the value of data warehouses and data mining for use by decision support and business intelligence systems. Prerequisite: A grade of C or better in CSC201.

**ACT 302 Decision Support Systems (3) F.** 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: A grade of C or better in CSC201.

**ACT 311 Web Development Tools (3) Sp.** 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, Contribute, and Photoshop. Students will use Java, PHP and MySQL to interact with external databases. Prerequisites: A grade of C or better in both CSC184 and ACT102.

**ACT 405 Business Intelligence (3) F.** 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. Students work on a single project that allows them to develop a project plan and business case for a data warehouse, develop a dimensional model, develop a data staging process, and develop a data access process. Prerequisite: A grade of C or better in ACT301, ACT302, and an approved statistics course.

**ACT 476 Applications of Computer Information Sciences Capstone (3) DD.** 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: Course must be completed after ACT core.

## COMPUTER SCIENCE COURSES

Waiving of any course prerequisites requires prior departmental authorization.

**CSC 174 Introduction to Unix/Linux (3) DD.** 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.

**CSC 184 Computing Concepts I (3) F, Sp.** 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. Emphasis is placed on object oriented program design techniques and program modularity. Prerequisite: A grade of C or better in either ACT102 or EGT102, or an ACT math score of 20 or higher or the equivalent. LAS Computer Literacy.

**CSC 200 Computer Systems and Architectures (3) F, Sp.** This course is an introduction to microcomputer systems including 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 (3) F, Sp.** 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. Same as MGT201. Previous computer experience recommended.

**CSC 208 Discrete Structures I (3) F.** 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. Prerequisites: Credit with a grade of C or better or concurrent enrollment in both MAT167 and CSC184.

**CSC 245 High-Level Programming Language I (3) F.** 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 CSC345 during the following spring semester. Prerequisite: A grade of C or better in CSC184.

**CSC 254 Computing Concepts II (3) F, Sp.** This course is a continuation of CSC184. Topics include multidimensional arrays and array processing, elementary sorting and searching techniques, classes, dynamic memory allocation, linked lists, data abstraction, and GUI interface creating. Prerequisites: A grade of C or better in CSC184 and credit or concurrent enrollment in MAT112, MAT116, or higher.

**CSC 283 Introduction to Research Methods in Computer Science (1-2) DD.** Introduction to basic research methods in Computer Science. Individual and team projects involving methods for solving computer science-related research problems. Prerequisite: Departmental approval.

**CSC 285 Data Structures (3) Sp.** 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. Prerequisites: A grade of C or better in both CSC254 and MAT112, MAT116, or higher.

**CSC 289 Computational Methods for Computer Science (3) Sp.** 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. Prerequisites: Credit with a grade of C or better in MAT167, CSC254, and CSC208.

**CSC 305 Database Architecture and Concepts (3) Sp.** An introduction to Database Concepts and Architecture, with an emphasis on the Relational Database Model. Prerequisite: A grade of C or better In both CSC184 and CSC201.

**CSC 306 Object Oriented Applications and Program Development (3) F.** This course emphasizes the application of Object Oriented Programming (OOP) concepts in the C++ programming language to large-scale programming problems. The course includes application of techniques such as the Unified Modeling Language (UML). Prerequisites: A grade of C or better in CSC254, and credit or concurrent enrollment in CSC285. LAS Writing.

**CSC 318 Simulation and Modeling (3) F.** 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. Prerequisites: CSC285 and either MAT137 or MAT167.

**CSC 328 Computer Graphics (3) Sp.** 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. Prerequisites: CSC285 and either MAT137 or MAT167.

**CSC 345 High-Level Programming Language II (3) Sp.** 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 CSC245. Students must take CSC245 and CSC345 in the same language. Prerequisite: A grade of C or better in CSC245.

**CSC 384 Microcomputer Assembly Language (3) F DD.** Assembler language level programming for the Intel 8088 microprocessor. Symbolic machine instruction, assembly instruction, segmentation, addressing modes, subprograms, and modular programming will be the major topics covered. Prerequisite: A grade of C or better in either CSC245 or CSC254.

**CSC 386 Operating Systems Concepts (3) Sp.** 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: A grade of C or better in both CSC284 and CSC285 and CSC384.

**CSC 394 Networking and Telecommunications (3) F.** 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: A grade of C or better in CSC200.

**CSC 400 Systems Analysis and Design (3) F.** 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. Prerequisites: Credit or concurrent enrollment in CSC305. LAS Writing.

**CSC 410 Computer and Network Security (3) F (even-numbered years).** 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. Prerequisites: Completion of at least six credit hours of CSC courses numbered 300 or above, or completion of CIS minor core.

**CSC 450 Independent Research/Project (1-3) F, Sp.** Investigation of a research problem, project, or topic on an individual conference basis. Prerequisites: Declared Computer Information Systems or Computer Science major, a minimum of 2.5 GPA in major field, and departmental approval.

**CSC 451 Internship in Computer Science (1-3) F, Sp, Su.** 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. Prerequisites: 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 (3) Sp.** 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: A grade of C or better in CSC384.

**CSC 487 Digital Animation and Production (3) Sp.** 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. Prerequisites: Junior standing and declared Computer Information Systems, Computer Science, or Communications Studies and Theatre major.

**CSC 488 Gaming and Simulation Architecture (3) F.** This class will concentrate on classic gaming architectures such as first person, single shooter games and strategy games. Distributed simulation architectures and net-based distributed gaming architectures will also be considered. Prerequisites: CSC318, CSC328 and either MAT137 or MAT167.

**CSC 489 Mathematics and Physics of Simulation and Gaming (3) F.** This class will focus on current math/physics techniques for character collisions and pathfinding used in gaming and animation. AI techniques for game character learning and personality will be considered. Also considered will be the topics of the physics of special effects (i.e., fires, explosions, crashes, etc.) Prerequisite: CSC318, CSC328 and either MAT137 or MAT167.

## MATHEMATICS COURSES

Waiving of any course prerequisites requires prior departmental authorization.

Students enrolling in developmental mathematics for the first time should enroll in MAT081. Developmental math courses do not count toward graduation credits.

**MAT 081 Foundations for University Mathematics I (3) F, Sp, Su.** 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 082 Foundations for University Mathematics II (3) F, Sp, Su.** A continuing study of the fundamental arithmetic and algebraic concepts prerequisite to university level mathematics initiated in MAT081. The specific topics studied are determined by assessment of the individual student's mathematical background. Prerequisite: A grade of C or better in MAT081 or the equivalent.

**MAT 083 Foundations for University Mathematics III (3) F, Sp, Su.** A continuing study of the fundamental arithmetic and algebraic concepts prerequisite to university level mathematics initiated in MAT082. The specific topics studied are determined by assessment of the individual student's mathematical background. Prerequisite: A grade of C or better in MAT082 or the equivalent.



**MAT 110 Contemporary Problem Solving (3) F, Sp, Su.** Mathematics for solving selected real-world problems using elementary graph theory, data analysis, techniques of decision making, and the mathematics of finance. Prerequisite: ACT math score of 20 or higher or the equivalent.

**MAT 112 Finite Mathematics (3) F, Sp.** 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 MAT167. Prerequisite: ACT math score of 20 or higher or the equivalent.

**MAT 116 College Algebra (3) F, Sp, Su.** 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 MAT130 or MAT167. Prerequisite: ACT math score of 20 or higher or the equivalent.

**MAT 119 Trigonometry (2) F, Sp.** Trigonometric functions, trigonometric identities, trigonometric equations, logarithms, solution of triangles, inverse trigonometric functions. Not open to the student with credit in MAT130 or MAT167. Prerequisite: ACT math score of 20 or higher or the equivalent.

**MAT 127 Applied Mathematics for Engineering Technology (3) Sp.** 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. Prerequisites: A grade of C or better in both MAT116 and MAT119.

**MAT 130 Pre-Calculus (5) F.** Algebraic, trigonometric, exponential and logarithmic equations and inequalities; relations and functions in algebra and trigonometry; systems of equations and inequalities; matrices and determinants; introduction to discrete algebra; solutions of triangles; inverses of algebraic and trigonometric functions, trigonometric identities; introduction to analytic geometry. Not open to any student with credit in MAT147 or MAT167. Prerequisite: ACT math score of 20 or higher or the equivalent.

**MAT 132 Elementary Statistics (3) F, Sp, Su.** 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: A grade of C or better in MAT112 or MAT116,

**MAT 137 Calculus in Business and the Non-Physical Sciences (4) Sp.** Differential and integral calculus applications in Business, life sciences and social science. Not open to the student with credit in MAT147 or MAT167. Prerequisite: ACT math score of 25 or higher or a grade of C or better in MAT112, MAT116, or equivalent.

**MAT 147 Applied Calculus (5) F.** An applied course in techniques of differentiation and integration; applications primarily from the technological fields; analytic geometry, functions, differential and integral calculus. Prerequisite: ACT math score of 25 or higher or a grade of C or better in either MAT116 or MAT130.

**MAT 167 Calculus with Analytic Geometry I (5) F, Sp, Su.** 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. Prerequisite: ACT math score of 25 or higher or a grade of C or better in MAT130.

**MAT 177 Calculus with Analytic Geometry II (5) F, Sp.** 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: A grade of C or better in MAT167.

**MAT 206 Mathematical Transitions (3) Sp.** 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. Prerequisite: Credit or concurrent enrollment in MAT177.

**MAT 283 Introduction to Research Methods in Mathematics (1-2) DD.** Introduction to basic research methods in Mathematics. Individual and team projects involving methods for solving mathematics-related research problems. Prerequisite: Departmental approval.

**MAT 287 Calculus with Analytic Geometry III (5) F, Sp.** 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: A grade of C or better in MAT177.

**MAT 301 Mathematical Modeling (3) S.** An introduction to the modeling process including creative and empirical model construction, model analysis, and model research. Prerequisite: A grade of C or better in MAT137, MAT147, or MAT167.

**MAT 306 Matrix Algebra (3) F.** Vector spaces, linear transformations, matrix operations, determinants, matrix inversion, linear systems, eigenvalues, canonical forms. Prerequisite: A grade of C or better in MAT206.

**MAT 315 Topics in Geometry (3) F (odd-numbered years).** Synthetic projective geometry; basic symbolic logic; mathematical systems and finite geometries; algebraic geometry; non-Euclidean geometry. Prerequisite: Credit or concurrent enrollment in MAT306.

**MAT 317 Differential Equations (3) Sp.** Common types of ordinary differential equations; differential operators, Laplace transforms; systems of differential equations; partial differential equations; Fourier series; applications. Prerequisite: A grade of C or better in both MAT287 and MAT306. LAS Computer Literacy.

**MAT 331 Applied Statistics (3) Sp.** 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. Prerequisite: A grade of C or better in MAT137, MAT147, or MAT167.

**MAT 332 Probability Theory (3) F.** The study of discrete and continuous probability distributions. Prerequisites: MAT206 and MAT287.

**MAT 351 Mathematics Methods for Early Childhood and Elementary Education (3) F, Sp.** Mathematical methodologies, strategies, materials, and curriculum development in early childhood and elementary education. Prerequisite: A grade of C or better in MAT112 or MAT116.

**MAT 352 Mathematics for Elementary and Middle School Teachers I (3) F, Sp.** Problem solving; set theory; logical reasoning; numeration systems; addition, subtraction, multiplication, and division algorithms; number theory; mathematical applications. 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: A grade of C or better or concurrent enrollment in MAT351.

**MAT 353 Mathematics for Elementary and Middle School Teachers II (3) F, Sp.** Introductory geometry; geometric constructions; measurement geometry; motion geometry; introductory probability and statistics. Not applicable to the major or minor in mathematics. Prerequisite: A grade of C or better in MAT352.

**MAT 407 Advanced Calculus I (3) F.** Elementary topological aspects of the real numbers, sequences, limits and continuity, differentiation, integration, and infinite series. Prerequisite: A grade of C or better in MAT306.

**MAT 416 Abstract Algebra (3) Sp.** Groups, rings, and fields; definitions and fundamental theorems; homomorphisms and isomorphisms; polynomials and field extensions. Prerequisite: A grade of C or better in MAT306. LAS Writing.

**MAT 417 Numerical Analysis (3) Sp (odd-numbered years).** The solution of algebraic and transcendental equations; finite differences; interpolation, numerical differentiation, and integration; numerical solutions of ordinary differential equations. Prerequisite: A grade of C or better in MAT306.

**MAT 432 Mathematical Statistics (3) Sp (even-numbered years).** 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: A grade of C or better in MAT332.

**MAT 440 Advanced Topics for Middle School Teachers (5) F.** Number theory, sets and logic, algebraic systems, trigonometry, geometry, problem-solving techniques, graph theory, combinatorics, probability and statistics, and the use of technology in the learning of mathematics. Not applicable to the major or minor in mathematics. Prerequisite: A grade of C or better in MAT353.

**MAT 441 Mathematics Methods in the Middle School (3) Sp.** Techniques, materials, and resources used in the teaching of middle school mathematics. Not applicable to the major or minor in mathematics. Prerequisite: A grade of C or better in MAT440.

**MAT 447 Advanced Calculus II (3) Sp.** A continuation of MAT407. Includes vectors and curves, functions of several variables, limits and continuity; differentiable functions, the inversion theorem, multiple integrals; line and surface integrals. Prerequisite: A grade of C or better in MAT407.

**MAT 450 Independent Research/Project (1-3) F, Sp.** Investigation of a research problem, project, or topic on an individual conference basis. Prerequisites: Declared Mathematics major, a minimum of 2.5 GPA in major field, a grade of C or better in MAT287, and departmental approval.

**MAT 451 Internship in Mathematics (1-3) F, Sp, Su.** 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: Declared Mathematics major, a minimum of 2.5 GPA, MAT287, and permission of the faculty sponsor.

**MAT 462 Number Theory (3) F (even-numbered years).** Study of divisibility, primes, congruencies, diophantine equations, arithmetic functions, partitions, Fibonacci numbers, and continued fractions. An independent method of study will be used. Prerequisite: A grade of C or better in MAT206.

**MAT 463 History of Mathematics (3) F (even-numbered years).** Study of the origins, philosophy and development of mathematics. Prerequisite: A grade of C or better in MAT206.

**MAT 465 Mathematics Teaching: Methods and Materials (3) F (even-numbered years).** Techniques, materials, and resources used in the mathematics curriculum in secondary schools. Not appropriate for the major in mathematics without teacher certification. Prerequisite: A grade of C or better in both MAT206 and EDU203.

**MAT 470 Seminar in Mathematics (3) Sp (odd-numbered years).** Selected topics in mathematics. May be repeated for credit. Prerequisite: Departmental approval.

**MAT 480 Mathematical Connections from an Advanced Perspective (3) F, Sp, Su.** A senior-level capstone experience for the student majoring in mathematics or mathematics with teacher certification. Students will formalize connections between mathematical theory and applications. Students will be expected to effectively communicate these mathematical connections in a written senior project and an oral presentation. Prerequisite: Departmental approval.

## PHYSICS COURSES

Waiving of any course prerequisites requires prior departmental authorization.

**PHY 101 Physics for the Liberal Arts (4) F.** 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 PHY107, PHY110, or PHY210.

**PHY 104 Introduction to Astronomy (4) F, Sp.** Basic course in astronomy, mostly descriptive in nature; solar system, stellar astronomy, structure of galaxy and universe. Three hours lecture, two hours lab.

**PHY 107 Introduction to Physics (4) Sp.** 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 PHY110 or PHY210. Prerequisite: ACT math score of 20 or higher or the equivalent.

**PHY 110 College Physics I (4) F, Sp.** Classical treatment of mechanics, energy, waves, and heat. Three hours lecture, three hours lab. Not open to students with credit in PHY210. Prerequisite: MAT116.

**PHY 111 College Physics II (4) Sp.** Electricity, magnetism, optics, relativity, atomic physics and nuclear physics. Three hours lecture, three hours lab. Not open to students with credit in PHY211. Prerequisite: PHY110 or PHY210.

**PHY 210 University Physics I (5) F.** 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: MAT167.

**PHY 211 University Physics II (5) Sp.** 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. Prerequisites: PHY210 and MAT177. MAT287 recommended.

**PHY 283 Introduction to Research Methods in Physics (1-2) DD.** Introduction to basic research methods in Physics. Individual and team projects involving methods for solving physics-related research problems. Prerequisite: Departmental approval.

**PHY 312 University Physics III (3) F.** Calculus-level modern physics. Three hours lecture. Prerequisite: PHY211.

**PHY 313 Modern Physics Laboratory (1) F (odd-numbered years).** Selected experiments in modern physics. Three hours laboratory. Prerequisite: Credit or concurrent enrollment in PHY111 or PHY312.

**PHY 320 History of Physics (3) Sp (even-numbered years).** Comprehensive discussion of chronological development of concepts in classical and modern physics. Prerequisite: PHY111 or PHY312.

**PHY 410 Selected Topics in Physics (3) Sp (odd-numbered years).** 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: Departmental approval.

**PHY 450 Independent Research/Project (1-3) F, Sp.** Investigation of a research problem, project, or topic on an individual conference basis. Prerequisite: Declared Physics minor, a minimum of 2.5 GPA in minor field, and departmental approval.

**PHY 465 Physics Teaching: Methods and Materials (2) F (even-numbered years).** Techniques, materials, and equipment used in teaching physics in secondary schools. Prerequisite: PHY111 or PHY312.

# Department of Economics

John Courington, *Chairperson*      [jcourington@missouriwestern.edu](mailto:jcourington@missouriwestern.edu)  
<http://www.missouriwestern.edu/Economics/>

271-4403

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.

## GRADUATION REQUIREMENTS

Graduation requirements for a B.S. in Economics reflect the graduation requirements of the University which state the candidate must:

1. Earn an overall GPA of 2.0.
2. Earn an overall GPA of at least 2.0 in those courses needed to satisfy the requirements of the major.

## EXIT REQUIREMENTS FOR DEPARTMENT MAJORS

All students completing a B.S. in Economics are required to complete an exit exam administered by the department. This exam must be completed during the semester of graduation except for summer graduates who must complete the exam in the spring semester prior to graduation. Details regarding the exam are available in the department office.

## BACHELOR OF SCIENCE DEGREE REQUIREMENTS

### Major in Economics

Students desiring to major in Economics should declare their interest to a faculty member in the Department of Economics.

#### Degree Requirements

			<i>Credits</i>
ECO	260	Principles of Macroeconomics	3
ECO	261	Principles of Microeconomics	3
ECO	360	Intermediate Macroeconomics	3
ECO	361	Intermediate Microeconomics	3
MAT	132	Elementary Statistics	<b>OR</b>
GBA	210	Business Statistics I	<u>3</u>
			15

At least 2 courses (6 credits) each from the Social Science and Business Economics groupings below, for a total of 12 hours:

#### Social Science

ECO	375	Economics of Health Care	6
ECO	376	Economics of the Environment	
ECO	462	History of Economic Thought	
ECO	463	Comparative Economic Systems	

## Business Economics

6

ECO	363	Money and Banking
ECO	364	Labor Economics
ECO	460	Business and Economic Forecasting
ECO	461	International Trade

12

## Economics Electives

An additional 9 credits of upper-division electives in Economics, chosen either from the remaining courses in the Social Science or Business Economics groupings, or from the other Economics offerings in the catalog.

ECO	xxx	Upper-division ECO electives
		<b>TOTAL</b>

9  
36

## Minor in Economics

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:

### Requirements

ECO	260	Principles of Macroeconomics
ECO	261	Principles of Microeconomics
ECO	xxx	Upper-division ECO electives
		<b>TOTAL</b>

Credits  
3  
3  
12  
18

## Semester Designation

- F -- the course is offered in the fall semester
- Sp -- the course is offered in the spring semester
- Su -- the course is offered in the summer semester
- DD -- the course is offered at the discretion of the department

## ECONOMICS COURSES

Waiving of any course prerequisites requires prior departmental authorization.

**ECO 101 Current Issues in the Economy (3) F, Sp, Su.** 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 (3) F, Sp, Su.** 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 (3) F, Sp, Su.** 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 (1-2) DD.** Introduction to basic research methods in Economics. Individual and team projects involving methods for solving economics-related research problems. Prerequisite: Departmental approval.

**ECO 310 Agricultural Economics (3) DD.** 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 (3) Sp.** 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: ECO260.

**ECO 361 Intermediate Microeconomics (3) F, Su.** 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: ECO261.

**ECO 362 Public Finance (3) F.** 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. Prerequisites: ECO260 and ECO261. LAS Ethics.

**ECO 363 Money and Banking (3) F, Su.** Continuation and expansion of money and banking concepts introduced in ECO260; includes money, banks, and other financial intermediaries, the Federal Reserve System, concepts of monetary control, monetary policy, and international banking. Prerequisite: ECO260.

**ECO 364 Labor Economics (3) Sp, Su.** 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: ECO261.

**ECO 365 Government Regulation of Business (3) DD.** Analyzes the legislative and legal control of business and its implications for the various economic components of the American economy. Prerequisites: ECO260 and ECO261. LAS Ethics.

**ECO 367 Urban and Regional Economics (3) DD.** 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. Prerequisite: ECO261. LAS Writing.

**ECO 375 Economics of Health Care (3) F.** 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. Prerequisite: ECO261. LAS Ethics.

**ECO 376 Economics of the Environment (3) Sp.** 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). Prerequisite: ECO260 or ECO261. LAS Ethics.

**ECO 450 Independent Research/Project (1-6) F, Sp.** Investigation of a research problem, project, or topic on an individual conference basis. Prerequisite: Declared Economics major, a minimum of 2.5 GPA in major field, and departmental approval.



**ECO 460 Business and Economic Forecasting (3) F, Sp.** 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. Prerequisites: ECO260 and either GBA210 or MAT132. LAS Computer Literacy.

**ECO 461 International Trade (3) Sp.** 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. Prerequisites: ECO260 and ECO261. LAS International/Intercultural.

**ECO 462 History of Economic Thought (3) Sp.** Development of various schools of economic thought: includes classical, neoclassical, institutional, Keynesian, and neo-Keynesian theories. Prerequisite: ECO260. LAS Writing.

**ECO 463 Comparative Economic Systems (3) F.** 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. Prerequisite: ECO260. LAS International/Intercultural.

**ECO 464 Econometrics (3) DD.** 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. Prerequisites: Either ECO260 or ECO261 and either GBA210 or MAT132. LAS Computer Literacy.

**ECO 466 Economics in Action (3) DD.** 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: ECO260 or ECO261.

# Department of English, Foreign Languages and Journalism

Dr. Michael Cadden, *Chairperson*      cadden@missouriwestern.edu      271-4576  
<http://www.missouriwestern.edu/EFLJ/>

The Department of English, Foreign Languages and Journalism offers major programs in English, French and Spanish leading to the Bachelor of Arts degree and the Bachelor of Science in Education degree as well as the Bachelor of Science degree in Convergent Media. Minors are also offered in English, Creative Writing, French, German, Spanish, Journalism, and International Studies.

In its various programs and offerings, the Department of English, Foreign Languages and Journalism 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.

## BACHELOR OF ARTS DEGREE REQUIREMENTS

The BA requires at least 12 credits in a single foreign language. Academic majors may require additional hours in a foreign language. Students may earn more than one emphasis area in completing a single BA in English.

## MAJORS IN ENGLISH

### BA English Major Core

		<i>Credits</i>
JOU	200 Principles and Theory of Mass Media and Journalism	3
ETC	200 Introduction to Technical Communication	3
ENG	220 Introduction to Reading Texts	3
ENG	232 Language Awareness	3
	300-level writing class (ENG 301, 385, 386)	3
	Three literature courses numbered above 300 (one of these must be LAS International/Intercultural)	9
	<b>TOTAL CORE</b>	<b>24</b>

### BA English, Journalism Concentration

The Bachelor of Arts degree with a major in English and a concentration in Journalism provides a concentration in journalism as well as courses in literature, language, and expository writing. The concentration is designed for students interested in journalistic writing careers as well as graduate programs in journalism or mass communications.

			Credits
<b>Major Core</b>			<b>24</b>
<b>Journalism Concentration</b>			
JOU	202	Reporting for the Media	3
JOU	210	Journalism Laboratory: Newspaper Production	OR 2
JOU	212	Journalism Laboratory: Yearbook/Magazine Production	2
JOU	302	Advanced Media Reporting	3
JOU	303	Media Law and Ethics	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	401	Senior Portfolio	1
<b>TOTAL CONCENTRATION AREA</b>			<b>24</b>
<b>TOTAL CORE AND CONCENTRATION AREA</b>			<b>48</b>

## BA English, 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.

			Credits
<b>Major Core</b>			<b>24</b>
<b>Literature Concentration</b>			
ENG	340	Literary Theory	3
ENG	341	Shakespeare	3
One of the following courses:			3
ENG	320	Literature of Gender and Ethnicity	
ENG	321	Literature and Religion	
ENG	324	Literature and Science	
ENG	325	Literature and the World	
One of the following courses:			3
ENG	330	Studies in Fiction	
ENG	331	Studies in Poetry	
ENG	333	Studies in Drama	
ENG	334	Studies in Popular Literature	
One of the following courses:			3
ENG	352	Literature in English: Beginnings to 1660	
ENG	353	Literature in English: 1660-1800	
One of the following courses:			3
ENG	354	Literature in English: 1800-1860	
ENG	355	Literature in English: 1860-1914	
ENG	356	Literature in English: 1914-1945	
ENG	357	Literature in English: 1945-Present	
One of the following courses:			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	
Additional literature course numbered above 300			3
<b>TOTAL CONCENTRATION AREA</b>			<b>24</b>
<b>TOTAL CORE AND CONCENTRATION AREA</b>			<b>48</b>

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

BA English, Public Relations Concentration

The Bachelor of Arts degree with a major in English and a Public Relations concentration is designed for students interested in entering business or seeking careers such as public relations work which demand a knowledge of and proficiency in communication skills.

			Credits
Major Core			24
Public Relations Emphasis			
JOU	202	Reporting for the Media	3
JOU	302	Advanced Media Reporting	3
JOU	308	Copy Editing	3
EPR	316	Internship in Public Relations	2
EPR	326	Desktop Publishing	3
EPR	401	Senior Portfolio	1
EPR	422	Public Relations Writing	3
COM	215	Introduction to Public Relations	3
COM	415	Public Relations Communication Analysis	3
TOTAL CONCENTRATION AREA			24
TOTAL CORE AND CONCENTRATION AREA			48

BA English, 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.

Major Core			24
Technical Communication Concentration			
ETC	224	Introduction to Writing for the Internet	3
ETC	316	Internship in Technical Communication	2
ETC	324	Electronic and Online Communication	3
(LAS Writing & LAS Computer Literacy)			
EPR	326	Desktop Publishing (LAS Computer Literacy)	3
ETC	401	Senior Portfolio	1
ETC	408	Technical Editing	3
ETC	420	Technical Documentation	3
ETC	421	Worlds of Technical Communication (LAS International/ Intercultural)	3
ETC	328	Multimedia Authoring	3
TOTAL CONCENTRATION AREA			24
TOTAL CORE AND CONCENTRATION AREA			48
TOTAL			42

## MAJOR IN FRENCH

The Bachelor of Arts degree with a major in French is designed for students who wish to apply their knowledge of French in a professional setting or to enter graduate school in French upon graduation. Students are encouraged to complete an official Oral Proficiency Interview before graduating. Students also are encouraged to complete a major or minor in another discipline. The requirements for a Bachelor of Arts degree with a major in French include C or better in all courses and no more than two Cs for courses 300 and above in the following 39/40 credits:

Required Courses			Credits
FRE	100	Elementary French I	3
FRE	101	Elementary French II	3
FRE	200	Intermediate French I	3
FRE	201	Intermediate French II	OR
FRE	211	French for the Professional	3
FRE	302	Written Expression and Translation	3
FRE	310	Readings in Francophone Culture and Civilization	3
FRE	312	Conversation & Diction	3
FRE	322	Contemporary French Society	3
FRE	403	Advanced Business French	3
FRE	452	Advanced Oral Communication in a Professional Environment	3
FRE	462	Senior Thesis	1
Nine credit hours from the following:			9
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 / Wr. French OR	
FRE	306	Summer Study / Travel Program in France: Field Work in Paris and Surrounding Area (1-4)	
FRE	307	Summer Study / Travel Program in a French-speaking country: Oral / Wr. French (3)	
FRE	316	Internship in French (1-3)	
FRE	422	Introduction to French Culture, Civilization & Literature I (3)	
FRE	432	Introduction to French Culture, Civilization & Literature II (3)	
FRE	442	Introduction to French Culture, Civilization & Literature III (3)	
<b>TOTAL</b>			<b>40</b>

Students may substitute FRE 340 Extended Study Abroad for 12 hours of the following courses:

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	422	Introduction to French Culture, Civilization, and Literature I (3)
FRE	432	Introduction to French Culture, Civilization, and Literature II (3)
FRE	442	Introduction to French Culture, Civilization, and Literature III (3)

Students who plan to use French in a professional setting are encouraged to take the Chambre de Commerce et d'Industrie de Paris (CCIP) examination to receive official recognition for proficiency in professional French.

## MAJOR IN SPANISH

The Bachelor of Arts degree with a major in Spanish is designed for students who wish to use their extensive knowledge of Spanish in a business setting or to enter graduate school in Spanish upon graduation. Students are encouraged to complete an official Oral Proficiency Interview before graduating. The requirements for a Bachelor of Arts degree with a major in Spanish include C or better in all courses and no more than two Cs for courses 300 and above in the following 39/40 credits:

Courses			Credits
SPA	100	Elementary Spanish I	3
SPA	101	Elementary Spanish II	3
SPA	200	Intermediate Spanish I	3
SPA	201	Intermediate Spanish II	<b>OR</b>
SPA	211	Spanish for the Professional	3
SPA	302	Grammar & Composition	3
SPA	310	Spanish Readings	3
SPA	312	Conversation	3
SPA	322	Introduction to Hispanic Civilization & Culture I	3
SPA	332	Introduction to Hispanic Civilization & 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
Three hours of the following:			3
SPA	211	Spanish for the Professional (3)	
SPA	316	Internship in Spanish (3)	
SPA	350	Interim Program in Spanish Study Abroad: Oral Spanish (3)	
SPA	442	Topics in Spanish (3)	
<b>TOTAL</b>			<b>40</b>

## BACHELOR OF SCIENCE IN CONVERGENT MEDIA DEGREE REQUIREMENTS

The Bachelor of Science in Convergent Media 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 those various media for powerful, interactive publications.

COM	170	Introduction to Film	3
COM	270	Introduction to Video Production	3
COM	362	DV Editing	3
ENG	220	Introduction to Reading Texts	3
ENG	232	Language Awareness	3
ETC	200	Introduction to Technical Communication	3
FRE/SPA/GER	100	Elementary French I/Spanish I/German I	3
FRE/SPA/GER	101	Elementary French II/Spanish II/German II	3
JOU	104	Fundamentals of Digital Photography	3
JOU	200	Principles and Theory of Mass Media and Journalism	3
JOU	202	Reporting for the Media	3
JOU	210/212	Journalism Laboratory: Newspaper Production/Yearbook	4
JOU	214	Multimedia Production Lab	2
JOU	224	Introduction to Writing for the Internet	3
JOU	302	Advanced Media Reporting	3
JOU	303	Media Law and Ethics	3
JOU	308	Copy Editing	3
JOU	316	Internship in Journalism	3
JOU	327	Publication Design	3
JOU	328	Multimedia Authoring	3
JOU	401	Senior Portfolio	1
JOU	402	Senior Project in Convergent Media	3
One literature course numbered above 300 (LAS International/Intercultural)			3
<b>TOTAL</b>			<b>67</b>

# BACHELOR OF SCIENCE IN EDUCATION

## DEGREE REQUIREMENTS

### Major in English

The Bachelor of Science in Education degree with a major in English leads to certification to teach English in the secondary schools. Students who pursue this program should consider teaching as their immediate career goal. See the Department of Education for required courses in education.

Required Courses			Credits
ENG 104	College Writing and Rhetoric	AND	
ENG 108	College Writing and Research	OR	
ENG 112	Honors Composition and Rhetoric		6
ENG 220	Introduction to Reading Texts		3
ENG 232	Language Awareness		3
ETC 200	Introduction to Technical Communication		3
JOU 200	Principles and Theory of Mass Media and Journalism		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		2
ENG 466	Practicum in the Teaching of Writing		1
ENG 467	Grammar and the Teaching of Grammar		3
ENG 473	History of the English Language	OR	
Select three hours from the following:			3
ENG 354	Literature in English: 1800-1860		
ENG 355	Literature in English: 1860-1914		
ENG 356	Literature in English: 1914-1945		
ENG 357	Literature in English: 1945-Present		
Select three hours 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		
Additional literature course numbered above 300			6
<b>TOTAL</b>			<b>54</b>

BSE English majors are required to take the PRAXIS II in English Language and Literature as a graduation requirement. To be certified as a teacher, the student must receive a passing score, as determined by the Missouri Department of Elementary and Secondary Education, on the exam.

### Major in French

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. The requirements for a Bachelor of Science in Education degree with a major in French include the satisfactory completion of the following courses for a total of 43 credits:

Required Courses		Credits
Twelve hours from the following:		12
FRE 100	Elementary French I (3)	
FRE 101	Elementary French II (3)	

FRE	200	Intermediate French I (3)	
FRE	201	Intermediate French II (3)	
FRE	211	French for the Professional (3)	
All of the following:			
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
Twelve hours of the following:			12
FRE	206	Summer Study/Travel Program in France: Field Work in Paris and Surrounding Area (1-4)	
FRE	207	Summer Study/Travel in a French-speaking Country: Oral/Wr. French (3)	
FRE	306	Summer Study/Travel in France: Field Work in Paris (1-4)	
FRE	307	Summer Study/Travel in a French-speaking Country: Oral/Wr. French (3)	
FRE	403	Advanced Business French (3)	
FRE	422	Introduction to French Culture, Civilization & Literature I (3)	
FRE	432	Introduction to French Culture, Civilization & Literature II (3)	
FRE	442	Introduction to French Culture, Civilization & Literature III (3)	
<b>TOTAL</b>			<b>43</b>

Majors may not take courses requiring FRE 201 as a prerequisite without first passing a departmentally approved proficiency exam. Majors must receive a grade of C or better in each course numbered below 300 and no more than two Cs for courses numbered 300 or above in the major. In order to graduate, majors must first receive a passing score, as determined by the Department of Elementary and Secondary Education, on the PRAXIS II Examination in French. See the Department of Education for required courses in education. In addition, all other institutional requirements for graduation must be met.

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.



# Major in Spanish

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. The requirements for a Bachelor of Science in Education degree with a major in Spanish include the satisfactory completion of the following courses for a total of 43 credits:

Required Courses			Credits
SPA	100	Elementary Spanish I	3
SPA	101	Elementary Spanish II	3
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 I	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
Three hours of the following:			3
SPA	211	Spanish for the Professional (3)	
SPA	316	Internship in Spanish (3)	
SPA	350	Interim Program in Spanish Study Abroad: Oral Spanish (3)	
SPA	442	Topics in Spanish (3)	
<b>TOTAL</b>			<b>43</b>

Majors may not take courses requiring SPA 211 or SPA 201 as a prerequisite without first passing a departmentally approved proficiency exam. Majors must receive a grade of C or better in each course numbered below 300 and no more than two Cs for courses numbered 300 or above in the major. In order to graduate, majors must first receive a passing score, as determined by the Department of Elementary and Secondary Education, on the PRAXIS II Examination in Spanish. See the Department of Education for required courses in education. In addition, all other institutional requirements for graduation must be met.

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.

## MINOR PROGRAMS IN ENGLISH, FOREIGN LANGUAGES AND JOURNALISM

In addition to the major programs, the Department of English, Foreign Languages and Journalism offers minors in English, Creative Writing, Journalism, French, German, Spanish, and International Studies. Students receiving a BA in English may receive a minor in English in an emphasis area different from the major's emphasis.

### English, Literature

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.

The requirements for a minor in English Literature include the satisfactory completion of the following courses for a total of 21 credits:

	<i>Credits</i>
ENG 301 Advanced Composition	3
ENG 341 Shakespeare	3
One of the following courses:	3
ENG 320 Literature of Gender and Ethnicity	
ENG 321 Literature and Religion	
ENG 324 Literature and Science	
ENG 325 Literature and the World	
One of the following courses:	3
ENG 330 Studies in Fiction	
ENG 331 Studies in Poetry	
ENG 333 Studies in Drama	
ENG 334 Studies in Popular Literature	
One of the following courses:	3
ENG 352 Literature in English: Beginnings to 1660	
ENG 353 Literature in English: 1660-1800	
One of the following courses:	3
ENG 354 Literature in English: 1800-1860	
ENG 355 Literature in English: 1860-1914	
ENG 356 Literature in English: 1914-1945	
ENG 357 Literature in English: 1945-Present	
Additional literature course numbered above 300	3
<b>TOTAL</b>	<b>21</b>

### English, Education

Structured to meet the requirements for teacher certification, the following minor in English Education is specifically offered to prepare students to teach English in grades 9 through 12. Students must enroll in ENG 220 as part of their general studies and must also fulfill secondary education course and certification requirements in addition to the following courses, which total 23 credits:

	<i>Credits</i>
ENG 232 Language Awareness	3
ENG 301 Advanced Composition (LAS Writing)	3
ENG 364 Introduction to Composition Theory	3
ENG 365 Teaching Writing in the Mid. and Sec. Schools	3
ENG 400 Literature for Adolescents (LAS Writing)	3
ENG 465 English Teaching: Methods and Materials	2
(LAS Computer Literacy)	
One of the following courses:	3
ENG 320 Literature of Gender and Ethnicity (LAS International/Intercultural)	
ENG 355 Literature in English: 1860-1914 (LAS International/Intercultural)	
ENG 356 Literature in English: 1914-1945 (LAS International/Intercultural)	
ENG 357 Literature in English: 1945-Present (LAS International/Intercultural)	
One of the following courses:	3
ENG 352 Literature in English: Beginnings to 1660	
ENG 353 Literature in English: 1660-1800	
ENG 354 Literature in English: 1800-1860 (LAS International/Intercultural)	
<b>TOTAL</b>	<b>23</b>

## English, Technical Communication

The requirements for a minor in English Technical Communication include the satisfactory completion of the following courses for a total of 21 hours:

			Credits
ETC	200	Introduction to Technical Communication (LAS Ethics; Computer Literacy)	3
ETC	324	Electronic and Online Communication (LAS Writing and LAS Computer Literacy)	3
EPR	326	Desktop Publishing (LAS Computer Literacy)	3
ETC	408	Technical Editing	3
ETC	420	Technical Documentation and Editing	3
Plus six hours from the following:			6
ACT	102	Introduction to Web Page Development (3)	
EGT	102	Introduction to Engineering Technology (3)	
ETC	224	Introduction to Writing for the Internet 3	
ETC	316	Internship in Technical Communication (2-6)	
GBA	220	Business Communication (3)	
ETC	328	Multimedia Authoring (3)	
ETC	421	Worlds of Technical Communication (3) (LAS International/ Intercultural)	
EPR	422	Public Relations Writing (3) (LAS Writing and LAS Computer Literacy)	
<b>TOTAL</b>			<b>21</b>

## Creative Writing

The requirements for the minor in Creative Writing include the satisfactory completion of the following courses for a total of 18 credits:

			Credits
ENG	220	Introduction to Reading Texts	3
ENG	285	The Making of Contemporary Literature: The Mochila Review	3
ENG	301	Advanced Composition	3
ENG	330	Studies in Fiction	OR
ENG	331	Studies in Poetry	3
ENG	385	Creative Writing: Prose	3
ENG	386	Creative Writing: Poetry	3
<b>TOTAL</b>			<b>18</b>

## Journalism

The requirements for the minor in Journalism include the satisfactory completion of the following courses for a total of at least 23 credits:

			Credits
JOU	200	Principles and Theory of Mass Media and Journalism	OR
COM	304	Media and Society	3
JOU	202	Reporting for Media	3
JOU	210	Journalism Lab: Newspaper Production	OR
JOU	212	Journalism Lab: Yearbook Production	2
JOU	302	Advanced Media Reporting	3
JOU	303	Media Law and Ethics	3
JOU	308	Copy Editing	3
JOU	327	Publication Design	OR
EPR	326	Desktop Publishing	3
Plus an additional 3-4 credits from the following:			3-4
JOU	104	Fundamentals of Digital Photography (3)	
JOU	314	Selected Topics in Journalism (3)	
JOU	328	Multimedia Authoring (3)	
JOU	310	Journalism Lab: Newspaper Production Management (2)	
JOU	312	Journalism Lab: Yearbook/Magazine Production Management (2)	
JOU	316	Internship in Journalism (2-6)	
<b>TOTAL</b>			<b>23-24</b>

No more than four total credits of JOU 210/212 and/or JOU 310/312 will be counted toward the Journalism minor. Journalism students are encouraged to develop proficiency in word processing, desktop publishing and photography early in their academic careers.

## French

The requirements for the French for Business Minor include the satisfactory completion of seven of the following courses for a total of at least 21 credits:

			<i>Credits</i>
FRE	100	Elementary French I	3
FRE	101	Elementary French II	3
FRE	200	Intermediate French I	3
FRE	211	French for the Professional	3
FRE	307	Summer Study/Travel Program in a French-speaking Country; Oral/Written French (3)	
FRE	302	Written Expression and Translation	3
FRE	310	Readings in Francophone Culture and Civilization	3
FRE	312	Conversation and Diction	3
FRE	316	Internship in French	1-3
	<b>TOTAL</b>		<b>21</b>

## German

The requirements for the minor in German include the satisfactory completion of the following courses for a total of at least 21 credits:

			<i>Credits</i>
GER	100	Elementary German I	3
GER	101	Elementary German II	3
GER	200	Intermediate German I	3
GER	201	Intermediate German II	3
At least nine additional credits to be selected from the following courses:			9
GER	121	Study Abroad in Germany (3)	
GER	151	German Culture and Civilization (3)	
GER	182	German Literature in Translation (3)	
GER	300	Topics in German (3)	
GER	302	Advanced German Grammar (3)	
GER	316	Internship in German (3)	
GER	322	Advanced German Culture (3)	
GER	450	Independent Research/Project (1-5)	
	<b>TOTAL</b>		<b>21</b>

## Spanish

The requirements for the minor in Spanish include the satisfactory completion of the following courses for a total of at least 21 credits:

			<i>Credits</i>
SPA	100	Elementary Spanish I	3
SPA	101	Elementary Spanish II	3
SPA	200	Intermediate Spanish I	3
SPA	201	Intermediate Spanish II	3
At least nine additional credits to be selected from the following courses:			9
SPA	211	Spanish for the Professional (3)	
SPA	310	Spanish Readings (3)	
SPA	250	Interim Program in Spanish Study Abroad: Oral Spanish (3)	
SPA	350	Interim Program in Spanish Study Abroad: Oral Spanish (3)	
SPA	302	Grammar and Composition (3)	
SPA	312	Conversation (3)	
SPA	316	Internship in Spanish (2-6)	
SPA	322	Introduction to Hispanic Civilization & Culture I (3)	

SPA	332	Introduction to Hispanic Civilization & Culture II (3)
SPA	422	The Literature of Spain (3)
SPA	432	Selected Studies in Literature in Spanish (3)
SPA	442	Topics in Spanish (3)
SPA	452	Advanced Conversation (3)
<b>TOTAL</b>		<b>21</b>

## International Studies

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. Students who take this minor must take 24 credits from the list below with at least 18 credits outside of their major department and no more than 18 credits from any one group.

### Foreign Language Group

*Credits*

FRE or GER or SPA	100	Elementary French or German or Spanish I
FRE or GER or SPA	101	Elementary French or German or Spanish II
FRE or GER or SPA	200	Intermediate French or German or Spanish I
FRE or GER or SPA	211	French or German or Spanish for the Professional
		<b>0-12</b>

### Social Science Group

GEO	320	Geography of Europe
GEO	330	Economic Geography
HIS	320	English History II
HIS	340	Recent European History
HIS	370	History of Latin America
PSC	210	Comparative Political Systems
PSC	400	American Foreign Policy
		<b>0-18</b>

### Business Group

ECO	461	International Trade
FIN	431	International Financial Management
MKT	451	International Marketing and Trade
ECO	463	Comparative Economic Systems
MGT	425	International Management
GBA	370	Global Viewpoint
GBA	371	Business Study / Travel Experience
		<b>AND</b>

**AND**

**TOTAL FOR MINOR**

**24**

## Childhood Studies

Missouri Western State University offers an interdisciplinary minor in Childhood Studies. This minor is intended for those students who have child-related concentrations 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.

Students must successfully complete at least eighteen hours from the following list of classes. 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:**

EDU	315	Psychology and Education of the Exceptional Child
		(Declared Childhood Studies minors are exempt from EDU303 and EDU304 as prerequisites for this course.)

*Credits*

**2**

EDU	421	Family, Community and Schools-Partnering for Young Children (Declared Childhood Studies minors are exempt from EDU357 or EDU358 as a prerequisite for this course.)	3
EDU	420	Counseling Techniques/Parents	2
ENG	400	Literature for Adolescents	3
ENG	403	Literature for Children	3
LAT	370	Domestic Relations	3
LAW	110	Juvenile Delinquency	3
LAW	440	Juvenile Law and Procedures	3
NUR	433	Health Alterations: Maternal/Child	6
PED	392	Child Growth and Motor Development	3
PSY	240	Life-span Developmental Psychology	<b>OR</b>
PSY	319	Child/Adolescent Psychology (Prerequisite: PSY101. Declared Childhood Studies minors are exempt from PSY200 as a prerequisite for this course.)	3
PSY	470	Child Psychopathology and Exceptionalities (Prerequisite: PSY101 and either PSY240 or PSY319. Declared Childhood Studies minors are exempt from PSY200 as a prerequisite for this course.)	3
SOC	330	The Family	3
SWK	325	Family and Child Welfare	3

\* Internship: Relevant field experience / practicum / internship through any academic department. May be repeated for credit. 1-3

\* Relevant Special Topics Course offered through any academic department. May be repeated for credit. 1-3

\* Relevant Independent Study arranged with any full-time faculty member. May be repeated for credit. 1-3

\* Only three credit hours of any one internship (including student teaching), special topics course, or independent study may be applied to the minor.

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. Students enrolled in the Minor in Childhood Studies will also be assigned an advisor from the Childhood Studies Committee. Programs of study shall be kept on file by the Director of Childhood Studies.

## TEACHER CERTIFICATION IN ESOL

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.

## ESOL Certification Program

### I. General Requirements:

- A. A valid Missouri permanent or professional certificate or license to teach;

### II. Professional Requirements:

- A. EDU 315 Psychology and Education of the Exceptional Child

- B. EDU 311 Secondary Reading Techniques (2),

- EDU 312 Laboratory in Secondary Reading Techniques (1)

### III. Professional Requirements for ESOL-21 hours consisting of the following courses:

- ENG 232 Language Awareness (3)

- COM 342 Intercultural Communication (3) OR

- EDU 308 Multicultural Education (2)

- TSL 467 Second Language Acquisition (3)

- TSL 468 Methods of Teaching Second Language Students (3)

TSL 469 Materials and Assessment for TESOL (3)

EDU 470 ESOL Practicum (3)

Three hours from among the following elective courses:

ENG 467 Grammar and the Teaching of Grammar (3)

Any foreign language course (3) (test-out credit does not apply)

Other elective with program director's approval.

## TEACHER CERTIFICATION IN FOREIGN 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. State certification to teach foreign language in grades K-9 in Missouri requires 21 credits in the foreign language to be taught or 18 credits plus 2 or more earned units of high school credit in that language.

## 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.

		<i>Credits</i>
JOU	200 Principles and Theory of Mass Media and Journalism	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: Scholastic Publication	3
Additional Journalism electives from the following:		15
JOU	104 Fundamentals of Digital Photography	
JOU	210 Journalism Lab: Newspaper Production	
JOU	212 Journalism Lab: Yearbook/Magazine Production	
JOU	224 Introduction to Writing for the Internet	
JOU	302 Advanced Reporting	
JOU	310 Journalism Lab: Newspaper Production Management	
JOU	312 Journalism Lab: Yearbook/Magazine Production Management	
JOU	314 Selected Topics in Journalism: Teaching Journalism: Methods & Materials	
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 the Middle and Secondary Schools	
<b>TOTAL</b>		<b>30</b>

## Semester Designation

F -- the course is offered in the fall semester

Sp -- the course is offered in the spring semester

Su -- the course is offered in the summer semester

DD -- the course is offered at the discretion of the department

## ENGLISH COMPOSITION AND LANGUAGE COURSES

Waiving of any course prerequisites requires prior departmental authorization.

**ENG 100 Introduction to College Writing (3) F, Sp, Su.** 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 19 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 (3) F, Sp, Su.** Instruction in reading and writing; emphasizes expository prose. Fulfills first half of the general studies requirement in English composition. Prerequisite: A grade of C or higher in ENG 100, or an ACT English score of 19 or higher or the equivalent, or a passing score on the Writing Placement Examination. (See class schedule for information about the WPE.)

**ENG 108 College Writing and Research (3) F, Sp, Su.** Instruction in reading various literary genres and continued practice in writing. Fulfills second half of the General Studies requirement in English composition. Prerequisite: A grade of C or better in ENG104.

**ENG 112 Honors Composition and Rhetoric (3) F.** An enriched course open to students who achieve superior scores on the Writing Placement Examination (WPE) administered by the Department of English, Foreign Languages and Journalism or who score 26 or above 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 232 Language Awareness (3) F, Sp.** 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 analytical skills and promote an understanding and appreciation of linguistic variety. Prerequisite: ENG108 or ENG112.

**ENG 283 Introduction to Research Methods in English (1-2) DD.** Introduction to basic research methods in English. Individual and team projects involving methods for solving English-related research problems. Prerequisite: Departmental approval.

**ENG 285 The Making of Contemporary Literature: The Mochila Review (3) F, Sp.** Intensive evaluation of contemporary writing as well as hands-on experience producing a literary journal. Students read and respond to submissions to the journal, evaluate contemporary literature in other national journals, and gain experience in design, production, public relations, and marketing the journal. May be repeated for up to 12 credit hours. Prerequisite: ENG104 or departmental approval.

**ENG 301 Advanced Composition (3) F.** 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. Prerequisite: ENG108 or ENG112. LAS Writing.

**ENG 314 Technology and Society (3) F, Sp.** 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 BIO314, HUM314, PSY314, PSC314. Prerequisite: Completion of Category One -- Basic Skills General Studies courses.

**ENG 316 Internship in English (1-6) F, Sp, Su.** 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. Prerequisites: Junior or senior standing and departmental approval.



**ENG 364 Introduction to Composition Theory (3) DD.** Introduction to the basic theories of composition. Prerequisites: Junior standing and credit or concurrent enrollment in ENG301. LAS Ethics.

**ENG 385 Creative Writing: Prose (3) F.** Intensive practice in the writing of short fiction and creative nonfiction. Reading of contemporary prose. May be repeated for up to 9 credit hours. Prerequisite: ENG108 or ENG112. LAS Writing.

**ENG 386 Creative Writing: Poetry (3) Sp.** Intensive practice in the writing of poetry. Reading of contemporary poetry. May be repeated for up to 9 credit hours. Prerequisite: ENG108 or ENG112. LAS Writing.

**ENG 473 History of the English Language (3) F (even-numbered years).** 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. Prerequisite: Sophomore standing, either ENG232 or ENG108, and one 100-level HIS or HUM course. LAS International/Intercultural.

## ENGLISH EDUCATION COURSES

Waiving of any course prerequisites requires prior departmental authorization.

With the exception of ENG403, which may be used as a literature elective above 300, English education courses may not be used to fulfill any requirement for the Bachelor of Arts degree with a major in English.

**ENG 365 Teaching Writing in Middle and Secondary Schools (3) DD.** 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: ENG108 or ENG112.

**ENG 366 Teaching Writing in the Disciplines (3) Sp.** Instruction in applying current research on writing instruction and using writing to learn in subjects other than English. Prerequisite: ENG108 or ENG112.

**ENG 400 Literature for Adolescents (3) Sp.** 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. Prerequisite: ENG108 or ENG112 and ENG210 or ENG220. LAS Writing.

**ENG 403 Literature for Children (3) F, Sp.** 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: ENG108 or ENG112 and ENG210 or ENG220.

**ENG 465 English Teaching: Methods and Materials (2) F.** Techniques, materials, and resources used in the English curriculum in the secondary schools. Prerequisite: ENG365, and credit or concurrent enrollment in both EDU303 and EDU304. LAS Computer Literacy.

**ENG 466 Practicum in the Teaching of Writing (1) F.** Practical application of teaching writing through participation as student assistant in ENG100 Writer's Workshops. Prerequisite: ENG365. Concurrent enrollment in ENG465 recommended.

**ENG 467 Grammar and the Teaching of Grammar (3) F (odd-numbered years).** Explores various definitions of grammar, reviews knowledge base required by teachers, demonstrates teaching methods that illustrate current theory and research. Prerequisite: ENG232 or EDU202.

## JOURNALISM COURSES

Waiving of any course prerequisites requires prior departmental authorization.

**JOU 104 Fundamentals of Digital Photography (3) F.** Basic techniques of composing, shooting and editing photographs. Students will learn basic manipulation of images using appropriate software, including preparation of images for both print and online uses. Students must have either 1) a traditional, film-based 35 mm camera with adjustable aperture and shutter or 2) a digital camera with a minimum of 4.0 MP and various shooting modes. Students also will provide their own film and processing to CD for film-based cameras or storage media with transfer to CD for digital cameras.

**JOU 200 Principles and Theory of Mass Media and Journalism (3) F.** 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.

**JOU 202 Reporting for the Media (3) F.** 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. Prerequisites: ENG104 and ENG108.

**JOU 210 Journalism Laboratory: Newspaper Production (2) F, Sp.** 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 Laboratory: Yearbook/Magazine Production (2) F, Sp.** 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 Multimedia Production Lab (2) DD.** Students will use a team-based, hands-on approach to produce multimedia publications. These may include a combination of text, graphics, photographs, video, audio, and World Wide Web links covering the people, events, and activities of the campus and community. May be repeated for a total of 8 credit hours.

**JOU 224 Introduction to Writing for the Internet (3) F.** 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 ETC224. Prerequisite: ENG104.

**JOU 283 Introduction to Research Methods in Journalism (1-2) DD.** Introduction to basic research in journalism. Individual and team projects involving methods for solving journalism-related research problems. Prerequisite: Departmental approval.

**JOU 302 Advanced Media Reporting (3) Sp.** Advanced instruction and applied experience in reporting and writing news stories, editorials and features for converged media. Prerequisite: JOU202. LAS Writing.

**JOU 303 Media Law and Ethics (3) Sp (odd-numbered years).** Defines the legal boundaries within which professional communicators must operate and raises important ethical issues that relate to media careers. Prerequisite: JOU200. LAS Ethics.

**JOU 308 Copy Editing (3) F.** 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. Prerequisites: ENG108 and JOU202.

**JOU 310 Journalism Laboratory: Newspaper Production Management (2) F, Sp.** 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 Laboratory: Yearbook/Magazine Production Management (2) F, Sp.** 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 (3) Sp (even-numbered years).** Advanced course in journalism; topics vary from semester to semester. May be repeated for credit.

**JOU 316 Internship in Journalism (2-6) F, Sp, Su.** 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. Prerequisites: Junior or senior standing and departmental approval.

**JOU 327 Publication Design (3) F.** 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 (3) Sp (odd-numbered years).** 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 ETC328.

**JOU 401 Senior Portfolio (1) F, Sp.** 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/Journalism and Public Relations majors. Graded pass/fail. Prerequisite: Must be completed during the semester of graduation, except for summer graduates, who must complete the course in the spring semester prior to graduation.

**JOU 402 Senior Project in Convergent Media (3) Sp.** A senior-level workshop course that emphasizes hands-on, real-world experience in producing multimedia projects suitable for convergent media settings. Prerequisites: JOU224, JOU302, and JOU327.

## ENGLISH LITERATURE COURSES

Waiving of any course prerequisites requires prior departmental authorization.

**ENG 210 Approaches to Literature (3) F, Sp, Su.** A General Studies course emphasizing ways of reading and writing about poetry, fiction and drama. Various thematic approaches may be offered. Course may not be repeated for credit.

**ENG 220 Introduction to Reading Texts (3) F, Sp.** A General Studies course designed primarily for English majors emphasizing ways of reading and writing about literature texts.

**ENG 320 Literature of Gender and Ethnicity (3) Sp (odd-numbered years).** 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. Prerequisites: ENG108 or ENG112 and ENG220 or departmental approval for non-majors. LAS International/Intercultural.

**ENG 321 Literature and Religion (3) F (odd-numbered years).** 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. Prerequisites: ENG108 or ENG112 and ENG220, or departmental approval for non-majors. LAS Ethics; LAS International/Intercultural.

**ENG 323 Literature and Computers (3) DD.** 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. Prerequisites: ENG 108 or ENG112 and ENG220 or departmental approval for non-majors. LAS Computer Literacy.

**ENG 324 Literature and Science (3) F (even-numbered years).** 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. Prerequisites: ENG108 or ENG112 and ENG220, or departmental approval for non-majors. LAS International/Intercultural.

**ENG 325 Literature and the World (3) Sp (even-numbered years).** 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. Prerequisites: ENG108 or ENG112 and ENG220, or departmental approval for non-majors. LAS International/Intercultural.

**ENG 330 Studies in Fiction (3) Sp (odd-numbered years).** The course examines literary fiction in its many forms ranging from fables and tales to multi-volume novels, from fictional biography to faction. Prerequisites: ENG108 or ENG112 and ENG220, or departmental approval for non-majors.

**ENG 331 Studies in Poetry (3) Sp (even-numbered years).** The course explores poetry in its many guises from the sweep of the epic poem to the compression of the haiku. Prerequisites: ENG108 or ENG112 and ENG220, or departmental approval for non-majors.

**ENG 333 Studies in Drama (3) F (even-numbered years).** The course studies dramatic literature from the catharsis of Greek theater to the edginess of contemporary experimental films and plays. Prerequisites: ENG108 or ENG112 and ENG220, or departmental approval for non-majors.

**ENG 334 Studies in Popular Literature (3) F (odd-numbered years).** This course focuses on the popular genres, such as science fiction, the mystery, the western and the romance in fiction, film, and nonfiction. Prerequisites: ENG108 or ENG112 and ENG220, or departmental approval for non-majors.

**ENG 340 Literary Theory (3) Sp.** 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. Prerequisites: ENG108 or ENG112 and ENG220, or departmental approval for non-majors.

**ENG 341 Shakespeare (3) F.** Examines William Shakespeare's works 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 live performance, film, and operatic adaptations of the works of an author who has been called "the inventor of the human." Prerequisites: ENG108 or ENG112 and ENG220, or departmental approval for non-majors.

**ENG 352 Literature in English: Beginnings to 1660 (3) Sp (odd-numbered years).** Witnesses the birth of literature in English and the artistic, cultural, and intellectual ferment of the Renaissance, covers material from Beowulf through Milton. Prerequisites: ENG108 or ENG112 and ENG220, or consent of department for non-majors.

**ENG 353 Literature in English: 1660 - 1800 (3) Sp (even-numbered years).** Covers the age of satire to the age of reason, as literature struggles to define the "human" in an age of political upheaval, geographical exploration, and enormous change. Prerequisites: ENG108 or ENG112 and ENG220, or departmental approval for non-majors.

**ENG 354 Literature in English: 1800-1860 (3) Sp (odd-numbered years).** 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. Prerequisites: ENG108 or ENG112 and ENG220, or departmental approval for non-majors. LAS International/Intercultural.

**ENG 355 Literature in English: 1860-1914 (3) F (odd-numbered years).** From tall tales of the American West to novels exploring the moral dimensions of colonialism through the multi-voiced 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. Prerequisites: ENG108 or ENG112 and ENG220, or departmental approval for non-majors. LAS International/Intercultural.

**ENG 356 Literature in English: 1914-1945 (3) Sp (even-numbered years).** From two World Wars, the Russian Revolution and a world wide Depression, a modern world emerged in which beliefs in reason, progress, and social unity were challenged. Writers responded in new forms reflecting society's increasing skepticism, uncertainty, and alienation. Emphasis is on British and American writers, but selections from other literatures in English will be included. Prerequisites: ENG108 or ENG112 and ENG220, or departmental approval for non-majors. LAS International/Intercultural.

**ENG 357 Literature in English: 1945-Present (3) F (even-numbered years).** 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. Prerequisites: ENG108 or ENG112 and ENG220, or departmental approval for non-majors. LAS International/Intercultural.

**ENG 361 Literature on Site (3) DD.** 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. Prerequisites: ENG108 or ENG112 and ENG220, or departmental approval for non-majors. May be repeated for credit. LAS International/Intercultural.

**ENG 410 Selected Studies in Literary Genre (3) Sp (odd-numbered years).** 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. Prerequisites: Junior standing and ENG220, or departmental approval for non-majors. LAS Ethics.

**ENG 430 Selected Studies in Literary Theme (3) Sp (even-numbered years).** 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. Prerequisites: Junior standing and ENG220, or departmental approval for non-majors LAS Ethics.

**ENG 450 Independent Research/Project (1-5) F, Sp.** Investigation of a research problem, project, or topic on an individual conference basis. Prerequisites: Declared English major, a minimum of 2.5 GPA in major field, and departmental approval.

**ENG 460 Selected Studies in Literary Period or Movement (3) F (even-numbered years).** 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. Prerequisites: Junior standing and ENG220, or departmental approval for non-majors. LAS Ethics.

**ENG 480 Selected Studies in Literary Authority (3) F (odd-numbered years).** 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. Prerequisites: Junior standing and ENG220, or departmental approval for non-majors. LAS Ethics.

## ENGLISH PUBLIC RELATIONS COURSES

Waiving of any course prerequisites requires prior departmental authorization.

**EPR 316 Internship in Public Relations (2-6) F, Sp, Su.** 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. Prerequisites: Junior standing and departmental approval.

**EPR 326 Desktop Publishing (3) Sp.** 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.

**EPR 401 Senior Portfolio (1) F, Sp.** 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 (3) Sp.** 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 COM415. Prerequisites: JOU202, EPR326, and COM415, or departmental approval. LAS Writing; LAS Computer Literacy.

## ENGLISH TECHNICAL COMMUNICATION COURSES

Waiving of any course prerequisites requires prior departmental authorization.

**ETC 200 Introduction to Technical Communication (3) F.** Workshop in technical style emphasizing shorter forms of technical writing. Students are introduced to desktop capabilities—graphics, style, format, and layout. They will also apply appropriate software for completing work professionally. All work evolves through a flexible, recursive process. Prerequisite: ENG108 or ENG112. LAS Ethics; LAS Computer Literacy.

**ETC 224 Introduction to Writing for the Internet (3) F.** 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 JOU224. Prerequisite: ENG104.

**ETC 316 Internship in Technical Communication (2-6) F, Sp, Su.** 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. Prerequisites: Junior or senior standing and departmental approval.

**ETC 324 Electronic and Online Communication (3) Sp (even-numbered years).** Study of communication assignments likely to be encountered by entry-level professionals in various technological settings. Students will practice communication requiring careful on-the-job analysis, planning, preparation, writing and editing. Cases will be used to demonstrate the crucial interaction of elements such as writer's professional role, the audience, the technical and managerial problem, the available information and the communication assignments. Prerequisites: ENG108 or ENG112 and ETC200. LAS Writing; LAS Computer Literacy.

**ETC 328 Multimedia Authoring (3) Sp (odd-numbered years).** 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 JOU328.

**ETC 401 Senior Portfolio (1) F, Sp.** 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 JOU401. Graded pass/fail. Prerequisite: 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 (3) F (odd-numbered years).** 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 (3) Sp (odd-numbered years).** Workshop-oriented practice in producing and editing a variety of procedural documents as well as creation and management of multiple texts and texts from multiple authors. Discussion of the role of technical writers in adapting texts for discourse communities and of current issues in technical writing. Prerequisite: ETC 200.

**ETC 421 Worlds of Technical Communication (3) Sp (even-numbered years).** 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. Prerequisite: ETC200. LAS International/ Intercultural.

**ETC 450 Independent Research/Project (1-5) F, Sp.** Investigation of a research problem, project, or topic on an individual conference basis. Prerequisite: Declared English Technical Communication major, a minimum of 2.5 GPA in major field, and departmental approval.

## ENGLISH AS A SECOND LANGUAGE

Waiving of any course prerequisites requires prior departmental authorization.

**TSL 467 Second Language Acquisition (3) DD.** 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, styles, communicative styles, personality factors, socio-cultural differences among learners, 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 ESOL and foreign language learning situations. Prerequisite: ENG232.

**TSL 468 Methods of Teaching Second Language Students (3) DD.** 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 integrated content area instruction for limited English proficient (LEP) students and English language learners (ELL) in mainstream classrooms.

**TSL 469 Materials and Assessment for TESOL (3) DD.** Advanced course in the analysis and preparation of materials for teaching ESOL and the basics of test development in ESOL.

## FOREIGN LANGUAGES COURSES

A student with extensive background in a language is encouraged to attempt credit by examination. Two years of high school study in a language should provide background for testing out of the first-semester course, and three to four years of study should enable the student to test out of the second course.

Students whose high school transcripts show three or more years of French, German, or Spanish (with grades of C or better, 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 the beginning French, German or Spanish course (FRE / GER / SPA 100).

## FRENCH COURSES

Waiving of any course prerequisites requires prior departmental authorization.

**FRE 100 Elementary French I (3) F.** 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 better, 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 (3) Sp.** 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 of grade C in order to continue in sequenced languages courses. Prerequisite: A grade of C or better in FRE100.



**FRE 200 Intermediate French I (3) F.** 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 of grade C in order to continue in sequenced languages courses. Prerequisite: A grade of C or better in FRE101 or departmental approval.

**FRE 201 Intermediate French II (3) Sp.** 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 of grade C in order to continue in sequenced languages courses. Prerequisite: A grade of C or better in FRE200 or departmental approval.

**FRE 206 Summer Study/Travel Program in France: Field Work in Paris and Surrounding Area (1-4) Su.** 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. Prerequisite: FRE101 or two years of high school French. LAS International/Intercultural.

**FRE 207 Summer Study/Travel Program in a French-speaking Country: Oral and Written French (3) Su.** 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. Prerequisite: FRE101 or two years of high school French. LAS Writing; International/Intercultural.

**FRE 211 French for the Professional (3) DD.** 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: FRE200 or equivalent.

**FRE 301 Methods in Teaching Foreign Language (3) DD.** Techniques, materials, and methodology to be used in teaching foreign language. Same course as GER301 and SPA301. Prerequisites: Junior standing and FRE201.

**FRE 302 Written Expression and Translation (3) F.** 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. Prerequisite: FRE201 or FRE211. LAS Computer Literacy.

**FRE 306 Summer Study/Travel Program In France: Field Work in Paris and Surrounding Area (1-4) Su.** 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. Prerequisite: FRE201 or four years of high school French. LAS International/Intercultural.

**FRE 307 Summer Study/Travel Program in a French-speaking Country: Oral and Written French (3) Su.** 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. Prerequisite: FRE201 or four years of high school French. LAS Writing; International/Intercultural.

**FRE 310 Readings in Francophone Culture and Civilization (3) Sp.** Reading and analysis of French and Francophone texts from a variety of genres and periods. Prerequisite: FRE200.

**FRE 312 Conversation and Diction (3) Sp.** Solidifies and/or develops students' oral proficiency within a variety of conversational contexts and registers, with emphasis on correct pronunciation. Prerequisite: FRE201 or department approval.

**FRE 316 Internship in French (2-6) F, Sp, Su.** 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. Prerequisites: Junior or senior standing and department approval.

**FRE 322 Contemporary French Society (3) Sp (even-numbered years).** 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. Prerequisite: FRE302 and FRE310. LAS Ethics; LAS International/Intercultural.

**FRE 340 Extended Study Abroad (12-15) F, Sp.** 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. Prerequisites: FRE201 and departmental approval. LAS International/Intercultural.

**FRE 403 Advanced Business French (3) F (odd-numbered years).** 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. Prerequisites: FRE302 and FRE310.

**FRE 422 Introduction to French Culture, Civilization and Literature I (3) F (even-numbered years).** A study of French society, art, and literature from medieval times through the enlightenment. The course emphasizes connections between historical development and artistic expression. Prerequisites: FRE302 and FRE310. LAS Writing.

**FRE 432 Introduction to French Culture, Civilization and Literature II (3) Sp (even-numbered years).** 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. Prerequisites: FRE302 and FRE310. LAS Ethics.

**FRE 442 Introduction to French Culture, Civilization and Literature III (3) Sp (odd-numbered years).** A study of contemporary French and Francophone society, art, and literature. The course emphasizes connections between historical development and artistic expression. Prerequisites: FRE302 and FRE310. LAS Writing.

**FRE 450 Independent Research/Project (1-5) F, Sp.** Investigation of a research problem, project, or topic on an individual conference basis. Prerequisites: Declared French major,, a minimum of 2.5 GPA in major field, and departmental approval.

**FRE 452 Advanced Oral Communication in a Professional Environment (3) F.** Students will develop functional use of French with appropriate technical vocabulary and structures for a variety of professional contexts. Prerequisite: FRE312.

**FRE 462 Senior Thesis (1) F, Sp.** 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: 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 COURSES

Waiving of any course prerequisites requires prior departmental authorization.

**GER 100 Elementary German I (3) F.** 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 better, 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 (3) Sp.** 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 of grade C in order to continue in sequenced languages courses. Prerequisite: A grade of C or better in GER100.

**GER 121 Study Abroad in Germany (3) DD.** 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 GER100 and/or GER101 is recommended but not required. May be repeated for credit (with departmental approval).

**GER 151 German Culture and Civilization (3) DD.** 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 (3) DD.** 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 (3) F.** 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 of grade C in order to continue in sequenced languages courses. Prerequisite: A grade of C or better in GER101.

**GER 201 Intermediate German II (3) Sp.** 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 of grade C in order to continue in sequenced languages courses. Prerequisite: A grade of C or better in GER200.

**GER 211 German for the Professional (3) DD.** 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: GER200.

**GER 300 Topics in German (3) DD.** Advanced course in German literature, language, or culture. Topics will vary from semester to semester. May be repeated for credit (with departmental approval). Prerequisite: GER201 or departmental approval.

**GER 301 Methods in Teaching Foreign Language (3) DD.** Techniques, materials, and methodology to be used in teaching foreign language. Same course as FRE 301 and SPA 301. Prerequisites: Junior standing and GER201.

**GER 302 Advanced German Grammar (3) DD.** 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: GER201 or departmental approval.

**GER 316 Internship in German (2-6) F, Sp, Su.** 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. Prerequisites: Junior or senior standing and department approval.

**GER 322 Advanced German Culture (3) DD.** 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: GER201 or departmental approval.

**GER 340 Extended Study Abroad (12-15) F, Sp.** 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. Prerequisites: GER101 and departmental approval. LAS International/Intercultural.

**GER 450 Independent Research/Project (1-5) F, Sp.** Investigation of a research problem, project, or topic on an individual conference basis. Prerequisite: Declared German Major, a minimum of 2.5 GPA in major field, and departmental approval.

## SPANISH COURSES

Waiving of any course prerequisites requires prior departmental authorization.

**SPA 100 Elementary Spanish I (3) F.** 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 better, 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 (3) Sp.** 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 of grade C in order to continue in sequenced languages courses. Prerequisite: A grade of C or better in SPA100.

**SPA 116 Elementary Spanish Review and Conversation (1) Sp.** Review, conversation, and continuation of SPA101, intended for students who cannot continue their Spanish study until the fall semester. Prerequisite: SPA101.

**SPA 200 Intermediate Spanish I (3) F.** 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 of grade C in order to continue in sequenced languages courses. Prerequisite: A grade of C or better in SPA101.

**SPA 201 Intermediate Spanish II (3) Sp.** 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 of grade C in order to continue in sequenced languages courses. Prerequisite: A grade of C or better in SPA200.

**SPA 211 Spanish for the Professional (3) (DD).** 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. This course is recommended for students pursuing a business major, as well as those who want to acquire more confidence in practical use of Spanish. Prerequisite: SPA200 or equivalent.

**SPA 248 Preparatory Course for Interim Program Spanish Studies Abroad (2) Su.** 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. Prerequisite: Credit or concurrent enrollment in SPA101 or two years of high school Spanish. LAS International/Intercultural.

**SPA 250 Interim Program in Spanish Studies Abroad: Oral Spanish (3) Su.** 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. Prerequisite: SPA101 or two years of high school Spanish. LAS International/Intercultural.

**SPA 301 Methods in Teaching Foreign Language (3) DD.** Techniques, materials, and methodology to be used in teaching foreign language. Same course as FRE301 and GER301. Prerequisites: Junior standing and SPA201 or SPA211.

**SPA 302 Grammar and Composition (3) F.** A course in advanced grammatical constructions and writing of compositions. Original texts introducing different genres will be read and discussed. Prerequisite: SPA201 or equivalent. LAS Writing.

**SPA 310 Spanish Readings (3) Sp.** Reading and analysis of Spanish and Latin-American texts from a variety of genres and periods. Prerequisite: Credit or concurrent enrollment in SPA201.

**SPA 312 Conversation (3) Sp.** Solidifies and/or develops students' oral proficiency within a variety of conversational contexts and registers, and a study of the Spanish sound system. Prerequisite: SPA201 or departmental approval.

**SPA 316 Internship in Spanish (2-6) F, Sp, Su.** 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. Prerequisites: Junior or senior standing and departmental approval.

**SPA 322 Introduction to Hispanic Civilization and Culture I (3) F.** A study of Hispanic society and culture. The course emphasizes connections between historical development and artistic expression. Prerequisites: SPA201 and SPA310, or department approval. LAS Ethics; LAS International/Intercultural.

**SPA 332 Introduction to Hispanic Civilization and Culture II (3) Sp.** A study of Hispanic society and culture. The course emphasizes connections between historical development and artistic expression. Recommended as a complementary course to SPA322. Prerequisites: SPA201 and SPA310. LAS Computer Literacy; International/Intercultural.

**SPA 340 Extended Study Abroad (12-15) F, Sp.** 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. Prerequisite: SPA201 or equivalent and departmental approval. LAS International/Intercultural.

**SPA 348 Preparatory Course for Interim Program in Spanish Studies Abroad (2) Su.** 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. Prerequisite: Credit or concurrent enrollment in SPA201 or four years of high school Spanish. LAS International/Intercultural.

**SPA 350 Interim Program in Spanish Studies Abroad: Oral Spanish (3) Su.** 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. Prerequisite: SPA201 or four years of high school Spanish. LAS International/Intercultural.

**SPA 422 The Literature of Spain (3) Sp.** A study of masterworks of Spanish literature from a range of periods and a variety of genres. Prerequisites: SPA302 and SPA310, or departmental approval. LAS International/Intercultural.

**SPA 432 Selected Studies in Literature in Spanish (3) F.** 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." Prerequisite: SPA302 and SPA310, or departmental approval. LAS International/Intercultural.

**SPA 442 Topics in Spanish (3) DD.** 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: SPA302 and SPA310.

**SPA 450 Independent Research/Project (1-5) F, Sp.** Investigation of a research problem, project, or topic on an individual conference basis. Prerequisites: Declared Spanish major, a minimum 2.5 GPA in major field, and departmental approval.

**SPA 452 Advanced Conversation (3) F.** Students will practice conversational skills and speak Spanish in a variety of contexts and content areas. Prerequisite: SPA312.

**SPA 462 Senior Thesis (1) F, Sp.** 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: Must be completed during the semester of graduation, except for summer graduates, who must complete the course in the spring semester prior to graduation.

## CHINESE COURSES

Waiving of any course prerequisites requires prior departmental authorization.

**CHI 100 Elementary Chinese I (3) F, Sp.** 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 (3) F, Sp.** 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: A grade of C or better in CHI100.

**CHI 200 Intermediate Chinese I (3) F, Sp.** 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: A grade of C or better in CHI101.

**CHI 201 Intermediate Chinese II (3) F, Sp.** 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: A grade of C or better in CHI200.

## READING COURSES

Waiving of any course prerequisites requires prior departmental authorization.

**RDG 095 Reading Skills Improvement (3) F, Sp, Su.** 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. Beginning the Fall 2004 semester, this course is required for all students who score less than 72 on the Accuplacer Reading Test.

**RDG 100 College Reading Skills (3) F, Sp.** 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 RDG100, to apply and practice skills learned in the class and to provide a background for written assignments and class discussions. Prerequisite: RDG095, or ACTR of 19 or higher, or Accuplacer score of 73 or higher.

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# Department of History, Philosophy, and Geography

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Dr. Steven Greiert, *Chairperson*

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271-4390

<http://www.missouriwestern.edu/HPG/>

The history faculty is committed to developing a historical consciousness in our students. The study of history helps students understand the origins, course, 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.

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.

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.

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.

## BACHELOR OF ARTS DEGREE PROGRAMS MAJORS IN HISTORY

### B.A. Degree in History - Admission to the Major

Students desiring this major should declare their interest to the chairperson of the Department of History, Philosophy, and Geography so that they can be assigned History faculty advisors. Applicants must have a minimum GPA of 2.0 to declare this major.

### Degree Requirements

Courses in history must total 35 credits (including HIS 290), with an additional 12 credits required in supporting areas. A minor is optional. HIS 365 does not meet the requirements for history course work in this major. The B.A. requires at least 12 credits in a single foreign language. Students **cannot** advance to upper-level courses unless they have earned a grade of C or better in HIS 290. In order to graduate with this degree, students **must** earn a grade of C or better in **all** courses taken in the major and **all** language courses taken.

			Credits
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	2
HIS	330	Recent United States History	OR
HIS	340	Recent European History	3
PSC	101	American National Government	3
SOC	110	General Sociology	3
GEO	100	World Geography	3
PHL	219	Logic	3
PLUS 15 additional credits in History with 12 credits numbered 300 or higher (excluding HIS 365)			15
<b>TOTAL</b>			<b>47</b>

### B.A. Degree in History with Teacher Certification

#### Admission to the Major

Students desiring this major should declare their interest to the chairperson of the Department of History, Philosophy, and Geography so that they can be assigned History faculty advisors. Applicants must have a minimum GPA of 2.5 to declare this major. They also must have completed the following courses before their major applications will be considered: HIS 140 or 150; HIS 200, 210 or 230; ENG 104 - with a grade of C or higher in each.

### Degree Requirements

Courses in history must total 40 credits (including HIS 290 and HIS 365). This degree also requires a 27-credit cognate of teaching courses in the Department of Education. A minor is optional. The B.A. requires at least 12 credits in a single foreign language. Students **must** earn a grade of C or better in **all** courses taken in the major (including HIS 290 and HIS 365), the cognate, and **all** language courses taken. Otherwise, they will **not** be approved by the history faculty for junior teaching experience or for senior teaching experience, **nor** will they be permitted to graduate with this degree. Teacher education students **must** complete the General Studies requirements as listed under Secondary Education.

			Credits
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	2
HIS	330	Recent United States History	OR
HIS	340	Recent European History	3
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
GEO	100	World Geography	3
ECO	101	Current Issues in the Economy	OR
ECO	260	Principles of Macroeconomics	3
PHL	219	Logic	3
SOC	xxx	3 additional credits in Sociology	3
Plus 15 additional credits in History with 12 credits numbered 300 or higher			15
Plus 3 additional credits in Geography, Political Science, or Sociology			3
<b>TOTAL</b>			<b>64</b>

### MAJOR IN PHILOSOPHY

#### B.A. Degree in Philosophy - Admission to the Major

Students desiring this major should declare their interest to the chairperson of the Department of History, Philosophy, and Geography so that they can be assigned Philosophy faculty advisors.

#### Degree Requirements

Courses in philosophy must total 30 credits, including at least 15 credits in PHL courses numbered 300 or higher. A grade of C or better is required for a course to count toward the major. A minor is optional. The B.A. requires at least 12 credits in a single foreign language.

Required Core Courses	Credits
PHL 210 Introduction to Philosophy	3
PHL 219 Logic	OR
PHL 220 Symbolic Logic	3
PHL 230 Ethics	OR
PHL 330 Topics in Ethical Theory (LAS Ethics)	3
PHL 260 Philosophical Research (LAS Computer Literacy)	3
PHL 303 Ancient Philosophy (LAS Writing)	3
PHL 304 Modern Philosophy	OR
PHL 305 Topics in Nineteenth and Twentieth Century Philosophy	3
PHL 308 History and Philosophy of the Natural Sciences	3
<b>SUBTOTAL</b>	<b>21</b>

#### Elective Courses

9 additional credits from alternative courses above or other PHL courses or courses approved by Philosophy faculty	
<b>TOTAL</b>	<b>30</b>

## BACHELOR OF SCIENCE DEGREE PROGRAMS

### MAJORS IN HISTORY

#### B.S. Degree in History - Admission to the Major

Students desiring this major should declare their interest to the chairperson of the Department of History, Philosophy, and Geography so that they can be assigned History faculty advisors. Applicants must have a minimum GPA of 2.0 to declare this major.

#### Degree Requirements

Courses in history must total 35 credits (including HIS 290), with an additional 12 credits required in supporting areas. Course work for the required 18-credit minor should be worked out with the student's faculty advisor. HIS 365 does **not** meet the requirements for history course work in this major. Students **cannot** advance to upper-level courses unless they have earned a grade of C or better in HIS 290. In order to graduate with this degree, students **must** earn a grade of C or better in **all** courses taken in the major. This degree does **not** have a foreign language requirement. See B.A. Degree in History course work.

#### B.S. Degree in History with Teacher Certification

##### Admission to the Major

Students desiring this major should declare their interest to the chairperson of the Department of History, Philosophy, and Geography so that they can be assigned History faculty advisors. Applicants must meet the same admission requirements as those for the B.A. in History with Teacher Certification.

#### Degree Requirements

Courses in history must total 40 credits (including HIS 290 and HIS 365). This degree also requires a 27-credit cognate of teaching courses in the Department of Education. A minor is optional. This degree does **not** have a foreign language requirement. Students **must** earn a grade of C or better in **all** courses taken in the major (including HIS 290 and HIS 365) and the cognate. Otherwise, they will **not** be approved by the history faculty for junior teaching experience or for senior teaching experience, **nor** will they be permitted to graduate with this degree. Teacher education students **must** complete the General Studies requirements as listed under Secondary Education. See B.A. Degree in History with Teacher Certification course work.

## MINORS

### Geography

#### Requirements

		<i>Credits</i>
GEO 100	World Geography	3
GEO 160	Physical Geography	4
GEO 210	Geography of the United States and Canada (LAS Computer Literacy)	3
GEO 250	Introduction to GIS	3
GEO 320	Geography of Europe (LAS International/Intercultural)	3
GEO 330	Economic Geography	<b>OR</b>
GEO 340	Sustainable Energy	3
<b>TOTAL</b>		<b>19</b>

### History

#### United States History Option

#### Requirements

		<i>Credits</i>
HIS 140	American History to 1865	3
HIS 150	American History since 1865	3
HIS 290	The Historian's Craft	2
HIS 300	American Colonial History (LAS Writing)	3
HIS 330	Recent United States History	3
HIS xxx	History courses numbered 300 or higher	6
<b>TOTAL</b>		<b>20</b>

**European History Option****Requirements**

Requirements		Credits
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	2
HIS	320 English History II (LAS International/Intercultural)	OR
HIS	340 Recent European History	3
HIS	xxx History courses numbered 300 or higher	6
<b>TOTAL</b>		<b>20</b>

**Humanities**

**Requirements:** Courses in humanities and approved electives must total 21 credits. The following specific courses are required:

HUM 203	Humanities: Ancient and Medieval	3
HUM 204	Humanities: Middle Ages to the French Revolution	3
HUM 205	Humanities: Renaissance to Twentieth Century	3
HUM 360	Selected Readings in the Humanities	OR
	A substitute approved by humanities faculty	3

Nine additional credits of 200 level or higher must be selected from: 9

HIS	***	
HUM	***	
PHL	***	
ART	205	Ancient through Medieval Art (LAS Writing)
ART	255	Renaissance through Modern Art (LAS International/Intercultural)
ART	356	American Art: Columbus to 1865
ART	357	American Art Since 1865
ART	456	Art in the Age of Modernity
ART	457	Art since 1945
MUS	310	History of Music: Ancient to Baroque (LAS Writing)
MUS	311	History of Music: Classical to Modern (LAS Writing)
COM	338	Survey of Rhetorical Theory (LAS International/Intercultural)
THR	367	History of the Theatre
THR	478	Modern Drama

The following courses as approved by the faculty teaching philosophy and humanities:

ENG	***	(Literature Courses)
FRE	***	
GER	***	
SPA	***	

**TOTAL** **21**

**Philosophy****Requirements**

PHL 210	Introduction to Philosophy	3
PHL 219	Logic	OR
PHL 220	Symbolic Logic	3
PHL 230	Ethics	3
PHL 260	Philosophical Research (LAS Computer Literacy)	OR
PHL 303	Ancient Philosophy (LAS Writing)	OR
PHL 304	Modern Philosophy	OR
PHL 305	Topics in Nineteenth and Twentieth Century Philosophy	3
Select 6 additional credits hours from PHL or other courses approved by PHL faculty		6

Course work must include at least 6 credit hours from upper-division

PHL courses

**TOTAL** **18**

## Religion

### Requirements

Credits

At least two of the following courses:

- REL 250 Comparative Religions: Eastern Traditions  
 REL 251 Comparative Religions: Western Traditions  
 REL 252 Comparative Religions: Southern Traditions

At least one of the following courses:

- REL 260 Introduction to Biblical Studies  
 REL 350 Philosophy of Religion

At least one semester of the topics course:

- REL 360 Selected Topics in Religion

Select 3 additional credit hours from REL

One of the following courses (or other course approved by the REL faculty):

- ENG 321 Literature and Religion  
 HIS 336 The Crusades  
 PHL 230 Ethics  
 PHL 330 Topics in Ethical Theory  
 PSY 260 Cross-Cultural Psychology  
 PSY 270 Psychology of Religious Experience  
 SWK 365 Death and Dying  
 SOC 200 Introduction to Archaeology

Course work must include at least 6 credit hours from upper-division courses

**TOTAL****18**

## International Studies

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. Students who take this minor must take 24 credits from the list below with at least 18 credits outside of their major department and no more than 18 credits from any one group.

### Foreign Language Group

Credits

- FRE or GER or SPA 100 Elementary French or German or Spanish I (3)  
 FRE or GER or SPA 101 Elementary French or German or Spanish II (3)  
 FRE or GER or SPA 200 Intermediate French or German or Spanish (3)  
 FRE or GER or SPA 211 French or German or Spanish for the Professional (3)

**0-12**

### Social Science Group

- GEO 320 Geography of Europe (3) (LAS International/Intercultural)  
 GEO 330 Economic Geography (3)  
 PSC 210 Comparative Political Systems (3)  
 PSC 400 American Foreign Policy (3) (LAS International/Intercultural)  
 HIS 320 English History since 1688 (3) (LAS International/Intercultural)  
 HIS 340 Recent European History (3)  
 HIS 370 History of Latin America (3) (LAS International/Intercultural)

**0-18**

### Business Group

- ECO 461 International Trade (3) (LAS International/Intercultural)  
 FIN 431 International Financial Management (3)  
 ECO 463 Comparative Economic Systems (3) (LAS International/Intercultural)  
 GBA 370 Global Viewpoint (3)  
 GBA 371 Business Study/Travel Experience (1)  
 MGT 425 International Management (3)  
 MKT 451 International Marketing and Trade (3)

**AND****TOTAL****0-15****24**

## Semester Designation

F -- the course is offered in the fall semester

Sp -- the course is offered in the spring semester

Su -- the course is offered in the summer semester

DD -- the course is offered at the discretion of the department

## GEOGRAPHY COURSES

Waiving of any course prerequisites requires prior departmental authorization.

**GEO 100 World Geography (3) F, Sp.** 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 (4) DD.** Analysis of Earth's physical systems; mapping and Earth-Sun relationships; weather and climate; soils and landforms; fluvial processes; and global vegetation. Interpretation of aerial photos; discussion of Global Positioning Systems (GPS). Three hours lecture and two hours lab.

**GEO 210 Geography of the United States and Canada (3) DD.** 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 (3) DD.** Basic concepts of Geographic Information Systems and applications. Raster and vector data models. Exercises involving data acquisition, editing shapefiles, querying and analyzing themes, creating layouts, and printing multiple layer maps using ArcView® GIS software.

**GEO 320 Geography of Europe (3) DD.** 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. Prerequisite: A course in geography or European history. LAS International/Intercultural.

**GEO 330 Economic Geography (3) DD.** Patterns of distribution, production, and consumption of the world's resources; theories of geographic location related to agricultural, industrial, and extractive activities; development and expansion of urban structures; transportation in the world economy, and international trade. Field trip is included. Prerequisite: ECO 260 or GEO 100.

**GEO 340 Sustainable Energy (3) DD.** Basic concepts of development and sustainability. Topics addressed include the human population, weather and climate, global climate change, agriculture, energy conservation, fossil fuel energies, and renewable and/or alternative energies, including solar, wind, hydrogen, nuclear, and biofuels. Class is in both lecture and seminar format. Field Trip is included. Prerequisite: A course in geography, ecology, environmental science; or departmental approval.

**GEO 450 Independent Research/Project (1-4) F, Sp.** 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: departmental approval.

## HISTORY COURSES

Waiving of any course prerequisites requires prior departmental authorization.

**HIS 120 Modern World History (3) DD.** 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 (3) F, Sp.** 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 (3) F, Sp.** 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 (3) F, Sp.** 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 (3) F, Sp.** 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 (3) Sp (even-numbered years).** 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 (3) F, Sp.** 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 bi-polar world order; the bloc system.

**HIS 235 Historic Preservation Field School (3) DD.** 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 (3) DD.** 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 (2) Sp.** 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. Prerequisites: HIS 140 or 150 and HIS 200 or 210 or 230 and ENG 104 and must be a declared major or minor in history.

**HIS 300 American Colonial History (3) F (even-numbered years).** The founding of the British North American colonies; origins of American cultural, religious, and racial diversity; British colonial administration to the Revolution. Prerequisites: HIS 140 and 150, and grade of C or better in HIS 290 or departmental approval. LAS Writing.

**HIS 301 Early National Period 1783-1824 (3) F (odd-numbered years).** Transition from Articles of Confederation to Constitution; Federalist decade; Jeffersonian democracy; War of 1812; Era of Good Feelings. Prerequisites: HIS 140 and 150, and grade of C or better in HIS 290 or departmental approval. LAS Writing.

**HIS 302 The Jacksonian Era 1824-1848 (3) Sp (odd-numbered years).** 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. Prerequisites: HIS 140 and 150, and grade of C or better in HIS 290 or departmental approval. LAS Writing.

**HIS 305 The American Frontier (3) Sp (odd-numbered years).** Westward expansion of the United States over three centuries; colonial frontier, trans-Appalachian frontier, trans-Mississippi frontier; significance of the frontier in American history. Prerequisites: HIS 140 and 150, and grade of C or better in HIS 290 or departmental approval.

**HIS 310 English History to 1688 (3) F (even-numbered years).** 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. Prerequisite: HIS 200 and 210, and grade of C or better in HIS 290 or departmental approval. LAS Writing.

**HIS 320 English History since 1688 (3) Sp (odd-numbered years).** An examination of major facts and interpretations of the history of England from the Glorious Revolution to the present; emphasis on the evolution of parliamentary government and the rise and decline of the British Empire. Prerequisite: HIS 210 and 230, and grade of C or better in HIS 290 or departmental approval. LAS International/Intercultural.

**HIS 325 American Economic History (3) DD.** 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. Prerequisites: HIS 140 and 150, and grade of C or better in HIS 290 or departmental approval.

**HIS 330 Recent United States History (3) F.** The United States since World War I, with emphasis on current problems. Prerequisites: HIS 140 and 150, and grade of C or better in HIS 290 or departmental approval.

**HIS 335 Medieval Europe (3) F (odd-numbered years).** 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: HIS 200 and 210, and grade of C or better in HIS 290 or departmental approval.

**HIS 336 The Crusades (3) Sp (even-numbered years).** 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. Prerequisite: HIS 200 and 210, and grade of C or better in HIS 290 or departmental approval. LAS International/Intercultural.

**HIS 339 Europe 1815-1914 (3) F (even-numbered years).** 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: HIS 230, and grade of C or better in HIS 290 or departmental approval.



**HIS 340 Recent European History (3) Sp (odd-numbered years).** Europe in World War I, the rise of dictatorships, the League of Nations, new alignments, World War II, and the postwar period. Prerequisite: HIS 230, and grade of C or better in HIS 290 or departmental approval.

**HIS 342 The Russian Kingdom and Empire 1462-1917 (3) Sp (even-numbered years).** 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. Prerequisites: HIS 210 and 230, and grade of C or better in HIS 290 or departmental approval.

**HIS 345 Military History (3) F (even-numbered years).** The historical development and application of military strategy, tactics, doctrine, and technology from ancient times to the present. Prerequisite: HIS 140 or 150 or 200 or 210 or 230, and grade of C or better in HIS 290 or departmental approval.

**HIS 350 History of the Far East (3) DD.** East Asia and the Pacific from antiquity to the present; Oriental religion, politics, and the economy; impact of European and American traders and missionaries, the founding of European empires, Oriental resistance to Westernization, and the emergence of modern China, Japan, and the Pacific nations. Prerequisite: HIS 210 or 230, and grade of C or better in HIS 290 or departmental approval.

**HIS 355 Study Abroad in History (3) DD.** 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: HIS 200 or 210 or 230.

**HIS 365 Methods of Teaching Social Studies (5) F.** 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: departmental approval. Must be taken prior to Junior Teaching Experience.

**HIS 370 History of Latin America (3) Sp (even-numbered years).** A survey course including pre-Columbian cultures, colonial period, independence movements, national developments, relations with the United States and Europe. Prerequisite: HIS 140 or 210, and grade of C or better in HIS 290 or departmental approval. LAS International/Intercultural.

**HIS 380 The French Revolution and Napoleon (3) DD.** The Old Regime in France, failure of the Bourbon monarchy, the Revolution, the rise of Napoleon, the Napoleonic Wars to the Congress of Vienna, 1815. Prerequisites: HIS 210 and 230, and grade of C or better in HIS 290 or departmental approval.

**HIS 400 Civil War and Reconstruction (3) F (odd-numbered years).** Sectionalism in antebellum America; developing sectional crisis and coming of the Civil War; effects of the war and reconstruction of the nation. Prerequisites: HIS 140 and 150, and grade of C or better in HIS 290 or departmental approval.

**HIS 420 History of Africa (3) DD.** 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. Prerequisites: 6 credits from among HIS 200, 210 or 230, and grade of C or better in HIS 290 or departmental approval.

**HIS 450 Independent Research/Project (1-5) F, Sp.** Investigation of a research problem, project, or topic on an individual conference basis. Prerequisite: Completion of major-minor declaration in history, minimum 2.5 GPA in the major field, grade of C or better in HIS 290, and departmental approval.

## HUMANITIES COURSES

Waiving of any course prerequisites requires prior departmental authorization.

**HUM 203 Humanities: Ancient and Medieval (3) F, Sp.** 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 (3) F, Sp.** 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 (3) F, Sp.** The social and intellectual history of humanity as reflected by literature, art, music, drama and discourse from the American Revolution to the present.

**HUM 250 Comparative Religions (3) F, Sp.** Survey of nature and effects of major and minor religions on the culture and civilization of mankind.

**HUM 314 Technology and Society (3) F, Sp.** 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. Prerequisites: Completion of category one -- Basic Skills General Studies courses.

**HUM 360 Selected Readings in the Humanities (3) F (even-numbered years).** Specialized course work in the humanities of western civilization; emphasizes analysis of humanistic works of leading authors. Course may be repeated for credit (6 credit maximum) with departmental approval. Prerequisite: HUM 203, 204, and 205, or departmental approval.

**HUM 450 Independent Research/Project (1-3) F, Sp.** 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 COURSES

Waiving of any course prerequisites requires prior departmental authorization.

**PHL 210 Introduction to Philosophy (3) F, Sp.** Survey of the origins and development of philosophical thought focusing on texts selected from the classical, medieval, modern and contemporary periods.

**PHL 219 Logic (3) F.** A study of formal and informal reasoning: topics include recognition and evaluation of arguments, fallacies, sentence calculus, and scientific method.

**PHL 220 Symbolic Logic (3) Sp.** 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. Prerequisites: ACT math score of 20 or higher or the equivalent.

**PHL 230 Ethics (3) F, Sp.** An introduction to ethical theory focusing on the major traditions of Western philosophical ethics and their practical application to contemporary moral issues.

**PHL 260 Philosophical Research (3) Sp (even-numbered years).** 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. Prerequisite: PHL 210 or 219 or 230. LAS Computer Literacy.

**PHL 303 Ancient Philosophy (3) F (even-numbered years).** Survey of ancient philosophy from the pre-Socratics to Hellenistic period emphasizing the philosophies of Plato and Aristotle. Prerequisite: HUM 203 or PHL 210. LAS Writing

**PHL 304 Modern Philosophy (3) Sp (odd-numbered years).** Survey of major figures and movements in modern philosophy selected from the early modern period through the end of the eighteenth century. Prerequisite: HUM 204 or PHL 210.

**PHL 305 Topics in Nineteenth and Twentieth Century Philosophy (3) F (odd-numbered years).** 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: PHL 210.

**PHL 308 History and Philosophy of the Natural Sciences (3) Sp.** A study of the history of the natural sciences with an emphasis on the philosophical analysis of these events. Prerequisites: Completion of General Studies Mathematics and Natural Sciences requirement.

**PHL 310 Political Theory (3) F.** 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. Prerequisite: PSC 101 or PHL 210 or PHL 230 or HUM 203 or HUM 204 or HUM 205. LAS Ethics; LAS Writing.

**PHL 312 Contemporary Political Philosophy (3) Sp (odd-numbered years).** 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. Prerequisite: PSC 101 or PHL 210 or PHL 230 or HUM 203 or HUM 204 or HUM 205. LAS Ethics.

**PHL 325 Ethics of Environmental and Natural Resource Policy (3) Sp (even-numbered years).** 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: PHL 210 or PHL 219 or PHL 230.

**PHL 330 Topics in Ethical Theory (3) F (even-numbered years).** Survey of major theoretical alternatives in western philosophical ethics with reference to contemporary trends in ethical theory. Prerequisite: PHL 210 or PHL 219 or PHL 230 for non-majors only. LAS Ethics.

**PHL 335 Aesthetics and the Arts (3) F (odd-numbered years).** Survey of modern views of aesthetic experience and the arts with reference to classical and contemporary views. Prerequisite: HUM 203 or 204 or 205 or PHL 210.

**PHL 350 Philosophy of Religion (3) Sp (even-numbered years).** Study of classical and contemporary philosophical inquiry into the nature of religion and questions about God and ultimate reality. Same as REL 350. Prerequisite: PHL 210 or REL 250 or REL 251 or REL 252.

**PHL 353 Philosophy of Biology (3) F (odd-numbered years).** 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: BIO 101 or BIO 105 or BIO 106.

**PHL 360 Selected Topics in Philosophy (3) DD.** 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: PHL 210 or PHL 219 or PHL 230.

**PHL 450 Independent Research/Project (1-3) F, Sp.** 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 COURSES

Waiving of any course prerequisites requires prior departmental authorization.

**REL 250 Comparative Religions: Eastern Traditions (3) Sp (even-numbered years).** 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 Comparative Religions: Western Traditions (3) F (even-numbered years).** 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 Comparative Religions: Southern Traditions (3) F (odd-numbered years).** 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 (3) Sp (odd-numbered years).** 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 (3) DD.** Introduction to the major elements of the Hebrew Bible from the perspective of contemporary biblical scholarship.

**REL265 Religion of the New Testament (3) DD.** Introduction to the major elements of the New Testament from the perspective of contemporary New Testament scholarship.

**REL 350 Philosophy of Religion (3) Sp (even-numbered years).** Study of classical and contemporary philosophical inquiry into the nature of religion and questions about God and ultimate reality. Same as PHL 350. Prerequisite: PHL 210 or REL 250 or REL 251 or REL 252.

**REL 360 Selected Topics in Religion (3) F.** 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. Prerequisite: REL 250 or REL 251 or REL 252.

**REL 450 Independent Research/Project (1-3) F, Sp.** 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.

# Department of Music

Dr. F. Matt Gilmour, *Chairperson*

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271-4420

<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.

## BACHELOR OF ARTS DEGREE REQUIREMENTS

The BA requires at least 12 credits in a single foreign language.

Candidates for the Bachelor of Arts degree must complete the 200-level "Applied Music-Major Instrument" requirements for graduation.

### Major in Music

#### Core Requirements

		<i>Credits</i>
MUS 101	Perspectives in Music	3
MUS 117	Theory and Analysis 1	3
MUS 118	Aural Training 1	1
MUS 206	Keyboard Proficiency 1	2
MUS 210	Introduction to Computer Applications	2
MUS 217	Theory and Analysis 2	3
MUS 218	Aural Training 2	1
MUS 310	History of Music: Ancient to Baroque	3
MUS 311	History of Music: Classical to Modern	3
MUS 336	Fundamentals of Conducting	2
MUS 355	Theory and Analysis 3	3
MUS 356	Aural Training 3	1
MUS 357	Theory and Analysis 4	3
MUS 358	Aural Training 4	1
MUS 490/1	Senior Recital	1
MUS xxx	Ensembles	4
MUS xxx	Applied Music-Major Instrument	8
MUS xxx	Music Electives (any music courses except Applied Music - Major Instrument, and Music Ensembles)	6
<b>TOTAL</b>		<b>50</b>

## BACHELOR OF MUSIC DEGREE REQUIREMENTS

Candidates for the Bachelor of Music degree must complete 4 credits in 300-level "Applied Music-Major Instrument" requirements for graduation.

Missouri Western offers two options for the B.M.: the Business Concentration Program and the Music Technology Concentration Program. Both options require a core of 63 credits in music courses plus 15 credits in the area of concentration.

### Core Requirements

		<i>Credits</i>
MUS 101	Perspectives in Music	3
MUS 117	Theory and Analysis 1	3
MUS 118	Aural Training 1	1
MUS 206	Keyboard Proficiency 1	2
MUS 210	Introduction to Computer Applications	2
MUS 217	Theory and Analysis 2	3
MUS 218	Aural Training 2	1
MUS 310	History of Music: Ancient to Baroque	3
MUS 311	History of Music: Classical to Modern	3
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	3
MUS 356	Aural Training 3	1
MUS 357	Theory and Analysis 4	3
MUS 358	Aural Training 4	1
MUS 440	Commercial Music Practicum	4
MUS 490/1	Senior Recital	1
MUS 495	Senior Portfolio	1
MUS xxx	Ensembles	4
MUS xxx	Applied Music-Major Instrument	8
MUS xxx	Music Electives (Any music courses except Applied Music-Major Instrument, and Music Ensembles)	6
<b>TOTAL</b>		<b>61</b>

### BUSINESS CONCENTRATION PROGRAM

In addition to the core, the following courses are required:

ACC 201	Introduction to Financial Accounting	3
ECO 261	Principles of Microeconomics	3
GBA 211	Business Law	3
MGT 305	Management of Organizations	3
MKT 301	Principles of Marketing	3
One of the following courses: MUS300, MUS360, MUS400, MUS410		2
<b>TOTAL</b>		<b>17</b>

### MUSIC TECHNOLOGY CONCENTRATION PROGRAM

In addition to the core, the following courses are required:

MUS 300	Notation and Sequencing	2
MUS 400	Audio Recording and Analysis 1	2
MUS 360	Music Technology Research and Evaluation	2
MUS 386	Sound Synthesis	3
MUS 451	Audio Recording and Analysis 2	3
MUS 486	Multimedia and Internet Applications	3
MUS 494	Topics and Projects in Music Technology	2
<b>TOTAL</b>		<b>17</b>

# BACHELOR OF MUSIC IN EDUCATION

## DEGREE REQUIREMENTS

Candidates for the Bachelor of Music in Education degree must participate in one major ensemble each semester with the exception of the student teaching semester. Candidates for the Bachelor of Music in Education degree must complete 4 credits in 300-level "Applied Music-Major Instrument" requirements for graduation.

Missouri Western offers two options in the B.M.E. major in Music leading to K-12 vocal or instrumental teaching certification in Missouri. Both the Vocal Concentration and Instrumental Concentration require 64 - 66 credits in music courses, including the following core of classes:

### Core Courses

		<i>Credits</i>
MUS 101	Perspectives in Music	3
MUS 117	Theory and Analysis 1	3
MUS 118	Aural Training 1	1
MUS 206	Keyboard Proficiency I	2
MUS 210	Introduction to Computer Applications	2
MUS 217	Theory and Analysis 2	3
MUS 218	Aural Training 2	1
MUS 310	History of Music: Ancient to Baroque	3
MUS 311	History of Music: Classical to Modern	3
MUS 320	Elementary Music Methods and Materials	3
MUS 336	Fundamentals of Conducting	2
MUS 355	Theory and Analysis 3	3
MUS 356	Aural Training 3	1
MUS 357	Theory and Analysis 4	3
MUS 358	Aural Training 4	1
MUS 490/1	Senior Recital	1
MUS xxx	Applied Music-Major Instrument	7
MUS xxx	Ensembles (5 credits in Major Ensembles/ 2 credits in Chamber Ensembles)	7
<b>TOTAL</b>		<b>49</b>

### Vocal Concentration

In addition to the core, the following courses are required:

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 & High School Choral Methods	2
<b>TOTAL</b>		<b>13</b>

**Applied voice concentration:** Restricted electives are MUS334, 2 credits.

**Applied piano or organ concentration:** Restricted electives are MUS331, 2 credits; Applied Voice Major Instrument, 2 credits (two semesters in MUS289).

Vocal Concentration majors will be assigned to a middle or high school instrumental program for EDU203, to an elementary, middle or high school vocal program for EDU303, and to a middle or high school vocal program for EDU409. If the student has elected the Elementary Music Concentration by taking MUS321 and MUS322, an assignment to elementary music for EDU409 may be chosen. The music prerequisite(s) for EDU203 is MUS320; for EDU303 are MUS208 and MUS441; and for EDU409 is MUS467.

## Instrumental Concentration

In addition to the core, the following courses are required:

		<i>Credits</i>
MUS 109	Functional Voice Class	1
MUS 211	Low Brass Methods & Materials	1
MUS 212	High Brass Methods & Materials	1
MUS 307	Percussion Methods & Materials	2
MUS 308	String Methods & Materials	2
MUS 325	Marching Band Materials	1
MUS 326	Instrument Care & Repair	1
MUS 353	Single Reed Methods & Materials	1
MUS 354	Double Reed Methods & Materials	1
MUS 442	Advanced Instrumental Conducting	2
MUS 468	Middle & High School Instrumental Methods	3
<b>TOTAL</b>		<b>16</b>

Instrumental Concentration majors will be assigned to an elementary, middle, or high school vocal program for EDU203 and to a middle or high school instrumental program for EDU303 and EDU409. As part of the EDU303 and EDU409, students will be required to have experiences in teaching beginning instrumental students individually and in small/large groups. The music prerequisite(s) for EDU203 is MUS320; for EDU303 are MUS206 and MUS442; and for EDU409 is MUS468. The student in each concentration area should make every effort to be involved in as many different teaching levels as is possible.

## ADDITIONAL DEGREE REQUIREMENTS

For all music degree programs, General Studies, Category Four - Humanities is restricted as follows. The student must take:

1. HUM203 or HUM204 or HUM205 or
  2. ENG210
  3. MUS101
- Plus one additional course from:
4. FRE100, GER100, SPA100 or higher (required for BA Music Majors) or a course from the line (1 or 2 above) not chosen for the restriction.
- Line 1 options: HIS200, HIS210, HIS230, HUM203, HUM204, HUM205  
 Line 2 options: ENG210, ENG220, PHL210, PHL230, HUM250

## MINORS

### Music

The music minor program has a concert/recital attendance applied learning activity requirement. To complete the minor degree, the student must attend 12 approved performances each semester for a total of 2 semesters. This is in addition to all coursework for the music minor degree. Attendance requirements and an approved listing of concerts/recitals are provided at the beginning of each regular semester.

<b>Requirements</b>	<i>Credits</i>
MUS 101 Perspectives in Music	3
MUS 117 Theory and Analysis 1	3
MUS 118 Aural Training 1	1
MUS 168 Applied Piano	2
MUS 217 Theory and Analysis 2	3
MUS 218 Aural Training 2	1



MUS	xxx	Applied Music - Major Instrument	4
MUS	xxx	Music Electives (any music courses except: Applied Music-Major instrument, and Music Ensembles)	6
MUS	xxx	Music Ensembles (four semester minimum)	4
<b>TOTAL</b>			<b>27</b>

## Musical Theatre

<b>Requirements</b>			<i>Credits</i>
THR	126	Stage Movement	2
THR	140	Production Participation (Musical Theatre)	3
THR	228	Acting I	3
THR	229	Stage Makeup	1
THR	326	Techniques of Musical Theatre Performance	3
THR	338	Directing	3
THR	275	Script Analysis	3
THR	280	Sceneography	3
THR	xxx	Approved Elective	3
<b>TOTAL</b>			<b>24</b>

## Elementary Music Education

Candidates for the Bachelor of Music in Education Vocal degree may receive a Concentration in Elementary Music Education by electing MUS321 Orff, Kodály, and Laben and MUS322 General Music Activities (total of 4 credits). This concentration is for those students desiring to teach at the elementary school level.

## Concentration in Jazz Studies

<b>Requirements</b>			<i>Credits</i>
MUS	290	Jazz Improvisation 1	1
MUS	361	Jazz Improvisation 2	1
MUS	344	Jazz Ensemble	5
(Must include 1 credit in Jazz Combo section)			
MUS	400	Audio Recording and Analysis 1	2
MUS	365	Jazz Arranging and Composition	2
MUS	430	Jazz Pedagogy	2
<b>TOTAL</b>			<b>15</b>

Requires jazz study in Applied Music- Major Instrument: minimum of one semester.

A special applied section will be used to document this requirement (section 03/04 and listed as "concentration in Jazz performance).

## Concentration in Piano Pedagogy

<b>Requirements</b>			<i>Credits</i>
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, Kodály, and Laban	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
<b>TOTAL</b>			<b>15</b>

This concentration is only for students in Applied Music - Major Instrument: Piano.

## Solo Performance

All degree candidates in music may elect a solo performance program in their major applied area with Department of Music permission. This concentration requires MUS 390 Junior Recital and MUS 491 Senior Recital.

## Additional Teaching Certification

The department strongly recommends additional teaching certification for all BSE music majors.

Candidates for the Bachelor of Science in Education degree with a Vocal Concentration may achieve state instrumental certification with the following courses:

		<i>Credits</i>
MUS 211	Low Brass Methods & Materials	1
MUS 212	High Brass Methods & Materials	1
MUS 307	Percussion Methods & Materials	2
MUS 308	String Methods & Materials	2
MUS 353	Single Reed Methods & Materials	1
MUS 354	Double Reed Methods & Materials	1
MUS 442	Advanced Instrumental Conducting	2
MUS 468	Middle & High School Instrumental Methods	3
MUS xxx	Applied Music (instrumental)	2
MUS xxx	Ensembles (instrumental)	2
<b>TOTAL</b>		<b>17</b>

Candidates for the Bachelor of Science in Education degree with an Instrumental Concentration may achieve state vocal certification with the following courses:

		<i>Credits</i>
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 & High School Choral Methods	2
MUS xxx	Applied Music (voice)	4
MUS xxx	Music Ensembles (vocal)	2
<b>TOTAL</b>		<b>16</b>

## Semester Designation

F -- the course is offered in the fall semester

Sp -- the course is offered in the spring semester

Su -- the course is offered in the summer semester

DD -- the course is offered at the discretion of the department

## MUSIC COURSES

Waiving of any course prerequisites requires prior departmental authorization.

**MUS 101 Perspectives in Music (3) F, Sp, Su.** 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 (2) DD.** 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 (2) F.** Keyboard orientation; intervallic reading; I, V chord structures and harmonization. No piano background required.

**MUS 108 Basic Keyboard Skills II (2) Sp.** Primary chord structures and harmonization, simple accompaniment patterns, reading skills, scale structures. Prerequisite: MUS106 or departmental approval.

**MUS 117 Theory and Analysis 1 (3) F.** Study of notation of pitch and rhythm, meter, major and minor scales, modes, intervals, triads, seventh chords, two-part composition and melodic/rhythmic embellishment, beginning arranging and transposition.

**MUS 118 Aural Training 1 (1) F.** 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, triads and seventh chords, and embellishment. Meets 2 days a week

**MUS 206 Keyboard Proficiency I (2) F.** Keyboard harmony, harmonization of folk melodies, sight-reading, scale structure, transposition, simple accompaniment, elementary repertoire; completion of proficiency examination for instrumental majors. Prerequisites: MUS108 and MUS217 or departmental approval.

**MUS 208 Keyboard Proficiency II (2) Sp.** 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: MUS206 or departmental approval.

**MUS 209 Synthesizer Techniques (2) DD.** Techniques of playing various presets, editing instrument presets and sound design, MIDI performance, and chord voicing. Prerequisite: MUS206 or permission of instructor.

**MUS 210 Introduction to Computer Music Applications (1-2) Sp DD.** A seminar course designed to introduce the student to the hardware/software applications available in the Art/Music Computer Laboratory. LAS Computer Literacy.

**MUS 217 Theory and Analysis 2 (3) S.** Study of voice leading, melody harmonization, figured-bass, phrases, cadences, harmonic expansion, periods, sequences, secondary dominants, motive analysis, fugue and arranging and composition projects. Prerequisite: MUS117.

**MUS 218 Aural Training 2 (1) Sp.** A continuation of MUS118. 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 2 days a week. Prerequisites: MUS117 and MUS118.

**MUS 240 Chamber Music Performance: Brass (1-2) F, Sp.** Study through performance in musical literature and performance practices as they relate to chamber music with brass instruments. May be repeated for credit. Prerequisite: Departmental approval.

**MUS 241 Chamber Music Performance: Keyboard (1-2) F, Sp.** Study through performance in musical literature and performance practices as they relate to chamber music with keyboard instruments. May be repeated for credit. Prerequisite: Departmental approval.

**MUS 242 Chamber Music Performance: Percussion (1-2) F, Sp.** Study through performance in musical literature and performance practices as they relate to chamber music with percussion instruments. May be repeated for credit. Prerequisite: Departmental approval.

**MUS 243 Chamber Music Performance: Strings (1-2) F, Sp.** Study through performance in musical literature and performance practices as they relate to chamber music with string instruments. May be repeated for credit. Prerequisite: Departmental approval.

**MUS 244 Chamber Music Performance: Voice (1-2) F, Sp.** Study through performance in musical literature and performance practices as they relate to chamber music with voice. May be repeated for credit. Prerequisite: Departmental approval.

**MUS 245 Chamber Music Performance: Woodwinds (1-2) F, Sp.** Study through performance in musical literature and performance practices as they relate to chamber music with woodwind instruments. May be repeated for credit. Prerequisite: Departmental approval.

**MUS 250 Introduction to Research Methods in Music (1-2) DD.** Introduction to basic research methods in music. Individual and team projects involving methods for solving music-related research problems. Prerequisite: Departmental approval.

**MUS 290 Jazz Improvisation 1 (1) Sp.** 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. Prerequisites: MUS117 and MUS118, or departmental approval.

**MUS 300 Notation and Sequencing (2) F.** 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: MUS210.

**MUS 303 Commercial Harmony (2) DD.** Western tertian harmonic language and Afro-American/Latin-American rhythmic structures as applied to commercial music. Prerequisite: MUS217 or departmental approval. LAS International/Intercultural.

**MUS 310 History of Music: Ancient to Baroque (3) F.** Musical styles and techniques, from ancient music to Baroque. Prerequisites: MUS101 and MUS217. LAS Writing; International/Intercultural.

**MUS 311 History of Music: Classical to Modern (3) Sp.** Musical styles and techniques, from classical to modern. Prerequisites: MUS101 and MUS217. LAS Writing; International/Intercultural.

**MUS 312 Topics in Music Literature: Chamber (1-2) F, Sp.** Study through research in music literature and performance practices as they relate to chamber music. May be repeated for credit. Prerequisite: Departmental approval.

**MUS 313 Topics in Music Literature: Choral (1-2) F, Sp.** Study through research in music literature and performance practices as they relate to choral music. May be repeated for credit. Prerequisite: Departmental approval.

**MUS 314 Topics in Music Literature: Piano (1-2) F, Sp.** Study through research in music literature and performance practices as they relate to piano music. May be repeated for credit. Prerequisite: Departmental approval.

**MUS 315 Topics in Music Literature: Organ (1-2) F, Sp.** Study through research in music literature and performance practices as they relate to organ music. May be repeated for credit. Prerequisite: Departmental approval.

**MUS 316 Topics in Music Literature: Percussion (1-2) F, Sp.** Study through research in music literature and performance practices as they relate to percussion music. May be repeated for credit. Prerequisite: Departmental approval.

**MUS 317 Topics in Music Literature: Solo Instrument (1-2) F, Sp.** Study through research in music literature and performance practices as they relate to solo instrument music. May be repeated for credit. Prerequisite: Departmental approval.

**MUS 318 Topics in Music Literature: Solo Voice (1-2) F, Sp.** Study through research in music literature and performance practices as they relate to solo vocal music. May be repeated for credit. Prerequisite: Departmental approval.

**MUS 324 Electronics for Music Applications (3) F.** 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: MUS217.

**MUS 327 Commercial Music Seminar (3) Sp.** 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: MUS217. LAS Ethics; LAS Writing.

**MUS 336 Fundamentals of Conducting (2) Sp.** Basic conducting techniques: patterns, dynamics, attacks, releases, cueing, various styles and tempos, independence of hands and gestures, terminology, score exposure and preparation. Prerequisite: MUS217.

**MUS 355 Theory and Analysis 3 (3) F.** Study of modulation, modal mixtures, chromatic harmony, binary/ternary forms, song forms, rondo, variations, sonata form, arranging, composition, and computer applications projects. Prerequisite: MUS217.

**MUS 356 Aural Training 3 (1) F.** 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 2 days a week. Prerequisites: MUS217 and MUS218.

**MUS 357 Theory and Analysis 4 (3) S.** Music of the 20th and 21st centuries, other scales, pitch-class set analysis, serialism, rhythm and metric development, formal developments and analysis, composition and computer applications projects. Prerequisite: MUS355.

**MUS 358 Aural Training 4 (1) Sp.** 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 2 days a week. Prerequisites: MUS355 and MUS356.

**MUS 360 Music Technology Research and Evaluation (2) Sp.** 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: MUS210.

**MUS 361 Jazz Improvisation 2 (1) F.** A continuation of Jazz Improvisation 1. This course will cover musical form, rhythm changes, more advance 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: MUS290 or departmental approval.

**MUS 365 Jazz Arranging and Composition (2) F.** This course will focus on the techniques for writing and/or arranging for the combo and jazz ensemble. Emphasis will be placed on style and voicing issues. Class will also include listening and score study along with writing projects. Prerequisites: MUS357, MUS358 and MUS361.

**MUS 386 Sound Synthesis (3) F.** Advanced study of sound synthesis: terminology, concepts, and techniques currently available with hardware/software products. Prerequisite: MUS210.

**MUS 400 Audio Recording and Analysis 1 (2) Sp.** 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: MUS386.

**MUS 406 Composition (1-2) F, Sp.** 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: Departmental approval.

**MUS 410 Topics in Computer Music Applications (1-2) F, Sp, Su DD.** An advanced seminar course designed to study selected topics in the field of computers and music. May be repeated for credit. Prerequisite: MUS210 or departmental approval required.

**MUS 415 Jazz History (2) Sp (even-numbered years).** 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 developmental periods. Prerequisites: MUS101, MUS355, and MUS356.

**MUS 440 Commercial Music Practicum (4) F, Sp, Su.** 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: MUS327.

**MUS 441 Advanced Choral Conducting (2) DD.** 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: MUS336.

**MUS 442 Advanced Instrumental Conducting (2) DD.** Advanced conducting techniques: patterns, cuing, styles, score preparation, rehearsal and performance techniques, problem solving experiences. Prerequisite: MUS 336.

**MUS 450 Independent Research/Project (1-5) F, Sp.** Investigation of a research problem, project, or topic on an individual conference basis. Prerequisites: 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 (3) F.** 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: MUS 400.

**MUS 486 Multi-media and Internet Applications (3) Sp.** 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: MUS451.

**MUS 494 Topics and Projects in Music Technology (1-2) F, Sp.** 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. Prerequisites: MUS360, MUS386, and MUS451.

**MUS 495 Senior Portfolio (1) F, Sp.** 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 ENSEMBLE COURSES

Waiving of any course prerequisites requires prior departmental authorization.

Except for Commercial Music degree students, all students participating in instrumental ensembles during the fall semester must take MUS145 concurrently. Students participating in instrumental ensembles in the spring semester must have been enrolled in MUS145 the previous fall semester. This policy does not pertain to membership in MUS346 or pianists/guitarists in MUS344.

Students participating in vocal ensembles must be concurrently enrolled in MUS140 or MUS338.

Ensembles may be repeated for credit.

### Major Ensembles

Waiving of any course prerequisites requires prior departmental authorization.

**MUS 140 Community Chorus (1) F, Sp.** Group singing of various styles of music literature. Meets two hours per week.

**MUS142 DD (1) University Men's Chorus.** 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.

**MUS143 DD (1) University Women's Chorus.** 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 (1) F.** Performance of marching maneuvers. Meets six hours per week. May be repeated for credit. Rehearsals commence about one week before beginning of semester. Prerequisite: Departmental approval.

**MUS 146 Concert Band (1) Sp.** Basic concert band literature with public performance; laboratory for conducting and arranging students; experience on secondary instruments. Meets three hours per week.

**MUS 338 Concert Chorale (1) F, Sp.** Select ensemble, emphasizing performance of sacred and secular choral music. Meets four hours per week. Students are financially responsible for appropriate concert dress.

**MUS 346 Orchestra (1) F, Sp.** Performance of selected standard orchestral literature. Meets three hours per week. Prerequisite: Departmental approval.

**MUS 347 Wind Ensemble (1) F, Sp.** Select ensemble emphasizing musicianship, playing skills, representative literature, and public performance. Meets four hours per week. Prerequisite: Departmental approval.

**MUS 352 Commercial Music Ensemble (1) DD.** 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.

### Chamber Ensembles

Waiving of any course prerequisites requires prior departmental authorization.

**MUS 339 Chamber Singers (1) Sp.** Vocal chamber music performance. Meets three hours per week. Prerequisite: Departmental approval.

**MUS 340 Renaissance Singers (1) F.** Vocal chamber music performance. Meet three hours per week. Prerequisite: Departmental approval.

**MUS 341 Vocal Jazz Ensemble (1) DD.** 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. Prerequisites: Concurrent enrollment in a major choral ensemble and departmental approval.

**MUS 343 Brass Ensemble (1) DD.** Chamber music performance. Meets two hours per week. Prerequisite: Departmental approval.

**MUS 344 Jazz Ensemble (1) F, Sp.** Select ensemble for public performance. Meets three hours per week. Prerequisite: Departmental approval.

**MUS 345 Percussion Ensemble (1) F, Sp.** Performance of major percussion ensemble literature. Required of all percussion majors. Meets three hours per week. Prerequisite: Departmental approval.

**MUS 349 Chamber Winds (1) DD.** Select ensemble structured for advanced brass, woodwind, and percussion students with minimum instrumentation; emphasizes original wind literature. Two hours per week. Prerequisite: departmental approval.

**MUS 350 Woodwind Ensemble (1) DD.** Chamber music performance. Meets two hours per week. Prerequisite: Departmental approval.

## MUSIC PEDAGOGY COURSES

Waiving of any course prerequisites requires prior departmental authorization.

**MUS 109 Functional Voice Class (1) F.** 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 (1) Sp.** 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 201 Foundations in Vocal/Choral Techniques 1 (2) F.** 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 211 Low Brass Methods and Materials (1) F.** Class lessons to develop playing skills and instructional methodology of the trombone, euphonium and tuba and techniques of teaching these instruments. Meets 2 days a week.

**MUS 212 High Brass Methods and Materials (1) S.** Class lessons to develop playing skills and instructional methodology of the trumpet and French horn and techniques of teaching these instruments. Meets 2 days a week.

**MUS 220 Music for the Elementary Classroom Teacher (3) F, Sp.** Basic music for the elementary education major incorporating music appreciation and use of music in the teaching of basic skills. Prerequisites: EDU202, EDU203, ART100. Elementary education majors may not take the course until officially admitted to the teacher education program.



**MUS 292 Piano Pedagogy I: Introduction to Piano Pedagogy (2) F.** 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 MUS188. Prerequisite: MUS117.

**MUS 301 Foundations in Vocal/Choral Techniques 2 (2) Sp.** Provides the basic tools of singing in German and French with the use of the International Phonetic Alphabet. Prerequisite: MUS201.

**MUS 307 Percussion Methods and Materials (2) Sp.** Class lessons to develop playing skills and instructional methodology of percussion instruments; techniques of teaching instrumental groups. Meets three days a week.

**MUS 308 String Methods and Materials (2)Sp.** Class lessons to develop playing skills and instructional methodology of string instruments; techniques of teaching instrumental groups. Meets three days a week.

**MUS 320 Elementary Music Methods and Materials (3) Sp.** Overview of methods and materials for teaching of music in grades K-6. For students majoring in music education. Prerequisites: Either MUS117, or both EDU202 and EDU203, and ability to read music.

**MUS 321 Orff, Kodály, and Laben (2) DD.** Introduction to the educational processes involved in teaching music K-8, using the contemporary methods of Orff, Kodály, and Laben. Prerequisite: MUS220 or MUS320. LAS International/Intercultural.

**MUS 322 General Music Activities (2) DD.** Developing and sequencing music skills and concepts in grades K-12 through increasing levels of cognitive abilities. Prerequisite: MUS220 or MUS320.

**MUS 325 Marching Band Techniques (1) F (odd-numbered years).** Materials and ideas in marching band techniques. Prerequisite: MUS145.

**MUS 326 Instrument Care and Repair (1) F (even-numbered years).** Techniques and experience in the repair of band and orchestra instruments; emphasizes practical and economical use of materials, skill, and time. Prerequisites: Two of the following: MUS211, MUS212, MUS307, MUS353, and MUS354.

**MUS 328 Choral Literature (2) Sp.** 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: MUS301.

**MUS 330 Pedagogical Practices: Brass (1-2) F, Sp.** Principles of teaching brass in the independent music studio; content will be determined by student need. May be repeated for credit. Prerequisite: Departmental approval. LAS Ethics.

**MUS 331 Pedagogical Practices: Keyboard (1-2) F, Sp.** Principles of teaching keyboard in the independent music studio; content will be determined by student need. May be repeated for credit. Prerequisite: Departmental approval. LAS Ethics.

**MUS 332 Pedagogical Practices: Percussion (1-2) F, Sp.** Principles of teaching percussion in the independent music studio; content will be determined by student need. May be repeated for credit. Prerequisite: Departmental approval. LAS Ethics.

**MUS 333 Pedagogical Practices: Strings (1-2) F, Sp.** Principles of teaching strings in the independent music studio; content will be determined by student need. May be repeated for credit. Prerequisite: Departmental approval. LAS Ethics.

**MUS 334 Pedagogical Practices: Voice (1-2) F, Sp.** Principles of teaching voice in the independent music studio; content will be determined by student need. May be repeated for credit. Prerequisite: Departmental approval. LAS Ethics.

**MUS 335 Pedagogical Practices: Woodwinds (1-2) F, Sp.** Principles of teaching woodwinds in the independent music studio; content will be determined by student need. May be repeated for credit. Prerequisite: Departmental approval. LAS Ethics.

**MUS 353 Single Reed Methods and Materials (1) F.** Class lessons to develop playing skills and instructional methodology of the flute, clarinet and saxophone and techniques of teaching these instruments. Meets 2 days a week.

**MUS 354 Double Reed Methods and Materials (1) F.** Class lessons to develop playing skills and instructional methodology of the oboe and bassoon and techniques of teaching these instruments. Meets 2 days a week.

**MUS 392 Piano Pedagogy II: Teaching the Beginning Student (3) F.** 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: MUS292.

**MUS 393 Piano Pedagogy III: Teaching Intermediate to Advanced (2) Sp.** 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: MUS392.

**MUS 430 Jazz Pedagogy (2) Sp (odd-numbered years).** This course is designed to acquaint the music 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: MUS361 or departmental approval.

**MUS 467 Middle and High School Choral Methods (2) DD.** Problems and techniques of teaching music in middle and senior high school, organization of vocal groups, general music classes and evaluation materials. Prerequisite: MUS441. LAS Ethics.

**MUS 468 Middle and High School Instrumental Methods (3) F.** 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: MUS442. LAS Ethics.

**MUS 492 Piano Pedagogy IV: Group Instruction for the Adult (3) F.** 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: MUS393.

## APPLIED MUSIC COURSES

Waiving of any course prerequisites requires prior departmental authorization.

**Applied Music-Secondary Instrument (1) F, Sp.** 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: Appropriate applied music methods courses and/or departmental approval.

The following applied areas are available:

MUS	150	Applied Euphonium
MUS	151	Applied French Horn
MUS	152	Applied Trombone
MUS	153	Applied Trumpet
MUS	154	Applied Tuba
MUS	155	Applied Percussion
MUS	156	Applied Cello
MUS	157	Applied Double Bass
MUS	158	Applied Guitar
MUS	159	Applied Viola
MUS	160	Applied Violin
MUS	161	Applied Bassoon
MUS	162	Applied Clarinet
MUS	163	Applied Flute
MUS	164	Applied Oboe
MUS	165	Applied Saxophone
MUS	167	Applied Organ
MUS	168	Applied Piano
MUS	169	Applied Voice

**Applied Music-Major Instrument (1-2) F, Sp.** 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: departmental approval.

The following applied areas are available:

MUS	170, 270, 370, 470	Applied Euphonium
MUS	171, 271, 371, 471	Applied French Horn
MUS	172, 272, 372, 472	Applied Trombone
MUS	173, 273, 373, 473	Applied Trumpet
MUS	174, 274, 374, 474	Applied Tuba
MUS	175, 275, 375, 475	Applied Percussion
MUS	176, 276, 376, 476	Applied Cello
MUS	177, 277, 377, 477	Applied Double Bass
MUS	178, 278, 378, 478	Applied Guitar
MUS	179, 279, 379, 479	Applied Viola
MUS	180, 280, 380, 480	Applied Violin
MUS	181, 281, 381, 481	Applied Bassoon
MUS	182, 282, 382, 482	Applied Clarinet
MUS	183, 283, 383, 483	Applied Flute
MUS	184, 284, 384, 484	Applied Oboe
MUS	185, 285, 385, 485	Applied Saxophone
MUS	187, 287, 387, 487	Applied Organ
MUS	188, 288, 388, 488	Applied Piano
MUS	189, 289, 389, 489	Applied Voice
MUS	183, 283, 383, 483	Applied Flute
MUS	184, 284, 384, 484	Applied Oboe
MUS	185, 285, 385, 485	Applied Saxophone
MUS	187, 287, 387, 487	Applied Organ
MUS	188, 288, 388, 488	Applied Piano
MUS	189, 289, 389, 489	Applied Voice

**MUS 390 Junior Recital (1) F, Sp, Su.** For performance-concentration majors only. A one-half-hour recital required. A special fee is assessed. Prerequisites: MUS357, MUS358, and either MUS206 or MUS208.

**MUS 490 Senior Recital (1) F, Sp, Su.** 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. Prerequisites: MUS357, MUS358 and either MUS206 or MUS208.

**MUS 491 Senior Recital (1) F, Sp, Su.** For performance-concentration majors in 400-level applied music. A one-hour recital required for graduation. A special fee is assessed. Prerequisites: MUS357, MUS358 and either MUS206 or MUS208.

# Department of Political Science, Social Work & Sociology

Dr. Joachim Kibirige, *Chairperson*

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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.

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.

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.

## BACHELOR OF ARTS DEGREE REQUIREMENTS

The B.A. requires at least 12 credits in a single foreign language. Academic majors may require additional hours in a foreign language.

### Major in Political Science

#### Admission to the Major

Students desiring to major in Political Science should declare their interest to the chairperson of the Department of Political Science, Social Work and Sociology so that they can be assigned Political Science advisors. Applicants must have completed the following courses before their major applications will be considered: PSC 101 and ENG 104, with a grade of C or higher in each. The student must have a minimum GPA of 2.0 to declare a major.

**Requirements for the Major in Government and Public Affairs**

			<i>Credits</i>
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	Practicum in Political Science	3-12
PSC	3xx	Courses Numbered 300 or higher	15
HIS	150	American History since 1865	3
<b>TOTAL</b>			<b>39-48</b>

**BACHELOR OF SCIENCE DEGREE REQUIREMENTS**

**Major in Political Science**

The requirements for the B.S. are the same as the requirements for the B.A. except that there is not a foreign language requirement.

**BACHELOR OF SCIENCE DEGREE REQUIREMENTS  
IN SOCIOLOGY**

Students pursuing a Bachelor of Science degree in Sociology are required to complete 36 credit hours. Students must formally declare a major by meeting with a sociology faculty member and completing a Declaration of Major form. The student must have a minimum GPA of 2.0 to declare a major.

**A. Required Core Courses**

			<i>Credits</i>
SOC	110	Introduction to Sociology	3
SOC	120	General Anthropology	OR
SOC	200	Introduction to Archeology	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
xxx		Any Statistics (200+ level)	

**B. Sociology Electives**

Students must take an additional 9 credit hours of electives in sociology courses numbered 300 or higher*	9
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**C. Other Required Electives**

HIS	140	American History to 1865	3
PSC	xxx	PSC course numbered 300 or higher	3
<b>TOTAL CREDITS FOR MAJOR</b>			<b>36</b>

\*Note: No more than 5 internship or independent studies credit hours shall be counted toward fulfilling the requirements for electives.

**BACHELOR OF SOCIAL WORK DEGREE REQUIREMENTS**

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.

## Admission to the Bachelor of Social Work Program

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 the ENG 108 general studies requirement;
- Completion of Biology 101 (or equivalent); and
- Completion of SWK 250, SOC 110, PSY 101, and SOC 230 with a minimum grade of C in each course;
- Must have a minimum overall GPA of 2.5;
- Must have earned a C or better 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);
- Cannot have violated the University Code of Conduct/Student Disciplinary Code.

Students must complete the Social Work admission process prior to enrolling in SWK 360 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 and SWK 485. To be eligible to enroll in SWK 480 and SWK 485, 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 Coordinator), 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 Coordinator 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).

## 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.

### Degree Requirements

To graduate with a B.S.W., students must:

- Maintain a 2.5 overall GPA;
- Earn at least a C or equivalent in all SWK prefix courses; and
- Continue to meet the professional and academic standards of conduct.

#### Social Work Courses

		<i>Credits</i>
SWK 250	Introduction to Social Work	4
SWK 320	Philosophy and Policy in Social Services	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 465	Advanced Research Project	3
SWK 480	Practicum in Social Work	10
SWK 485	Social Work Practicum Seminar	2
Three credits selected from the following:		3

SWK 260	Introduction to Aging Studies
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 450	Independent Research/Project

#### SUBTOTAL

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**45**

#### Other Courses

SOC 110	Introduction to Sociology	3
SOC 230	Social Problems	3
SOC 400	Racial and Ethnic Relations	3
SOC 460	Methods of Social Research	3
PSY 101	General Psychology	3
* PSY 300	Introductory Psychological Statistics	3
PSC 101	American National Government	3
ECO 101	Current Issues in the Economy	OR
ECO 260	Principles of Macroeconomics	3
BIO 101	Principles of Biology or equivalent	5
SUBTOTAL		<hr/> <b>29</b>
TOTAL		<hr/> <b>74</b>

\* PSY 200 is a prerequisite for PSY 300



MINORS

Political Science

Courses in Political Science must total 18 credits. Select either the American Government option or the International Affairs option.

American Government Option

Requirements			Credits
PSC	110	American State and Local Government	3
PSC	320	Public Administration	3
PSC	330	Urban Politics	3
PSC	360	The American Presidency	3
PSC	410	The Legislative Process	3
PSC	xxx	PSC course numbered 300 or higher	3
TOTAL			18

International Affairs Option

Requirements			
PSC	200	International Politics	3
PSC	210	Comparative Political Systems	3
PSC	380	Asian Politics	3
PSC	400	American Foreign Policy	3
PSC	xxx	PSC courses numbered 300 or higher	6
TOTAL			18

Sociology

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
SOC	xxx	SOC courses numbered 300 or higher	3
TOTAL			18

International Studies

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. Students who take this minor must take 24 credits from the list below with at least 18 credits outside of their major department and no more than 18 credits from any one group.

Foreign Language Group

FRE or GER or SPA	100	Elementary French or German or Spanish I	0-12
FRE or GER or SPA	101	Elementary French or German or Spanish II	
FRE or GER or SPA	200	Intermediate French or German or Spanish	
FRE or GER or SPA	211	French or German or Spanish for the Professional	

Social Science Group

GEO	320	Geography of Europe	0-18
GEO	330	Economic Geography	
PSC	210	Comparative Political Systems	
PSC	400	American Foreign Policy	
HIS	320	English History since 1688	
HIS	340	Recent European History	
HIS	370	History of Latin America	

Business Group

ECO	461	International Trade
FIN	431	International Financial Management
ECO	463	Comparative Economic Systems
GBA	370	Global Viewpoint
GBA	371	Business Study/Travel Experience
MGT	425	International Management
MKT	451	International Marketing and Trade

AND

TOTAL FOR MINOR

0-18
24

Minor in Childhood Studies

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.

Students must successfully complete at least eighteen hours from the following list of classes. **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:

			Credits
EDU	315	Psychology and Education of the Exceptional Child (Declared Childhood Studies minors are exempt from EDU303 and EDU304 as prerequisites for this course.)	2
EDU	421	Family, Community, Schools-Partnering for Young Children (Declared Childhood Studies minors are exempt from EDU358 as a prerequisite for this course.)	3
EDU	420	Counseling Techniques/Parents	2
ENG	300	Literature for Children	3
ENG	400	Literature for Adolescents	3
LAT	370	Domestic Relations	3
LAW	110	Juvenile Delinquency	3
LAW	440	Juvenile Law and Procedures	3
NUR	433	Health Alterations: Maternal/Child	6
PED	392	Child Growth and Motor Development	3
PSY	240	Life-span Developmental Psychology	OR
PSY	319	Child/Adolescent Psychology (Prerequisite: PSY101. Declared Childhood Studies minors are exempt from PSY200 as a prerequisite for this course.)	3
PSY	470	Child Psychopathology and Exceptionalities (Prerequisite: PSY101 and either PSY240 or PSY319. Declared Childhood Studies minors are exempt from PSY200 as a prerequisite for this course.)	3
SOC	330	The Family	3
SWK	325	Family and Child Welfare	3
*Internship: Relevant field experience/practicum/internship through any academic department. May be repeated for credit.			1-3
*Relevant Special Topics Course offered through any academic department. May be repeated for credit.			1-3
*Relevant Independent Study arranged with any full-time faculty member. May be repeated for credit.			1-3

\*Only three credit hours of any one internship (including student teaching), special topics course, or independent study maybe applied to the minor.

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. Students enrolled in the Minor in Childhood Studies will also be assigned an advisor from the Childhood Studies Committee. Programs of study shall be kept on file by the Director of Childhood Studies.

## Semester Designation

F -- the course is offered in the fall semester

Sp -- the course is offered in the spring semester

Su -- the course is offered in the summer semester

DD -- the course is offered at the discretion of the department

## POLITICAL SCIENCE COURSES

Waiving of any course prerequisites requires prior departmental authorization.

**PSC 101 American National Government (3) F, Sp, Su.** The American constitutional system, including Congress, the presidency, and the courts; and public issues.

**PSC 110 American State and Local Government (3) F, Sp.** Colonial and revolutionary origins of state government; state constitutions; referendum, initiative, and recall procedures; state legislatures; governors; state courts; county and municipal governments. Prerequisite: PSC101.

**PSC 200 International Politics (3) Sp.** 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. Prerequisite: PSC101. LAS International/Intercultural.

**PSC 210 Comparative Political Systems (3) F.** Structural-functional analysis of major European political systems; comparison and contrast among such systems and with others of contemporary significance. Prerequisite: PSC101.

**PSC 280 Scope and Methods (3) Sp (even-numbered years).** 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 (1-2) DD.** Introduction to basic research methods in political science. Individual and team projects involving methods for solving government-related research problems. Prerequisite: Departmental approval.

**PSC 300 Political Parties, Elections, and Voting Behavior (3) F (even-numbered years).** Evolution of the American two-party system; place of the interest group in decision making through interaction with executive and legislative branches. Prerequisites: PSC101 and PSC110. LAS Computer Literacy.

**PSC 310 Political Theory (3) F.** 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 PHL310. Prerequisite: PSC101 or PHL210 or PHL230 or HUM203 or HUM204 or HUM205. LAS Ethics; LAS Writing.

**PSC 312 Contemporary Political Philosophy (3) Sp (odd-numbered years).** Political theories since the mid-twentieth century to the present including movements such as libertarianism, neo-conservatism, neo-liberalism, communitariansim, feminism, and environmentalism. Same as PHL 312. Prerequisite: PSC101 or PHL210 or PHL230 or HUM203 or HUM204 or HUM205. LAS Ethics.

**PSC 314 Technology and Society (3) F, Sp.** 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 BIO314, ENG314, HUM314, PSY314. Prerequisites: Completion of Category one -- Basic Skills General Studies courses.

**PSC 320 Public Administration (3) DD.** Organization theory; bureaucracy; public personnel and policy; issues in American public administration. Prerequisite: PSC101.

**PSC 330 Urban Politics (3) Sp (even-numbered years).** 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. Prerequisites: PSC101.

**PSC 340 Latin American Political Systems (3) DD.** 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. Prerequisites: PSC101 and either PSC200 or PSC210. LAS International/Intercultural.

**PSC 350 Judicial Process (3) DD.** 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. Prerequisites: PSC101 and PSC110.

**PSC 355 Interest Group Politics (3) DD.** 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: PSC101.

**PSC 360 The American Presidency (3) Sp (odd-numbered years).** 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: PSC101.

**PSC 370 American Public Policy (3) DD.** 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. Prerequisite: PSC101. LAS Ethics; LAS Writing.

**PSC 375 Seminar on Terrorism and Homeland Security (3) Sp (even-numbered years).** 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: PSC101.

**PSC 380 Asian Politics (3) F (odd-numbered years).** 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. Prerequisite: PSC101. LAS International/Intercultural.

**PSC 390 United Nations (3) Sp (odd-numbered years).** An examination of the functions, history and actions of the United Nations since its inception. Special attention will be given to an examination of past and current peacekeeping missions and the role of nations and national power within the United Nations organization. Prerequisite: PSC101. LAS Writing.

**PSC 400 American Foreign Policy (3) F (even-numbered years).** 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. Prerequisites: PSC101 and PSC200. LAS International/Intercultural.

**PSC 410 The Legislative Process (3) F (even-numbered years).** 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: PSC101.

**PSC 420 Constitutional Law (3) F (odd-numbered years).** 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. Prerequisite: PSC101. LAS Writing.

**PSC 450 Independent Research/Project (1-5) F, Sp.** Investigation of a research problem, project, or topic on an individual conference basis. Prerequisites: Declared Political Science major, a minimum of 2.5 GPA in major field, and departmental approval.

**PSC 490 Practicum in Political Science (3-12) Sp.** Internships with public agencies, governmental organizations, or private groups or agencies that interact with government are available with the approval of the Department of Political Science, Social Work, & Sociology via its Political Science faculty. This field work will provide first hand experience with the operations, institutions, and policy concerns of cooperating agencies, organizations, and groups. Prerequisites: Junior or senior standing, declared Political Science major, PSC101, either PSC110 or PSC320, and one of PSC300, PSC330, or PSC410. Student internship positions in a state and local government setting require PSC110. Internships must be arranged and approved by the department during the semester preceding the internship.

## SOCIAL WORK COURSES

Waiving of any course prerequisites requires prior departmental authorization.

**SWK 250 Introduction to Social Work (4) F, Sp.** 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. Prerequisites: ENG104 and either PSY101 or SOC110, or departmental approval.

**SWK 260 Introduction to Aging Studies (3) DD.** 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 (3) F, Sp.** 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 283 Introduction to Research Methods in Social Work (1-2) DD.** Introduction to basic research methods in social work. Individual and team projects involving methods for solving social work-related research problems. Prerequisite: Consent of department.

**SWK 320 Philosophy and Policy in Social Services I (3) Sp.** Historical significance of social legislation, its impact on the individual and society; social philosophy, social service, and social change. Prerequisites: A grade of C or better in SWK250, PSC101, SOC230, and either ECO101 or ECO260.

**SWK 325 Family and Child Welfare (3) DD.** 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: ENG108.

**SWK 330 Human Behavior and the Social Environment I (3) F.** Theories and knowledge of human bio-psycho-social-spiritual-cultural behavior within a systems framework, with an emphasis on individuals and families. Prerequisites: Junior standing, a grade of C or better in SWK250, credit or concurrent enrollment in SOC230, and BIO101, or departmental approval. LAS International/Intercultural.

**SWK 340 Human Behavior and the Social Environment II (3) Sp.** 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: A grade of C or better in SWK330.

**SWK 345 Substance Abuse and Dependence (3) DD.** 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: PSY101 or SOC110.

**SWK 350 Social Work Practice I (4) F.** 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. Prerequisites: Junior standing a grade of C or better in SWK250, and a grade of C or better or concurrent enrollment in both SWK330 and SOC230. LAS Ethics.

**SWK 360 Social Work Practice II (3) Sp.** Continuation of SWK350. 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. Prerequisites: Declared Social Work major, SWK330, credit or concurrent enrollment in SWK340, and a grade of C or better in SWK350.

**SWK 365 Death and Dying (3) DD.** 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 (4) F.** Continuation of SWK350 and SWK360. 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. Prerequisites: Declared Social Work major and a grade of C or better in both SWK340 and SWK360.

**SWK 420 Philosophy and Policy in Social Services II (3) F.** Continuation of SWK320. Analyzes the philosophy and policies of presently active social agencies; policy reforms and evaluation of their possible effectiveness. Prerequisites: Declared Social Work major and a grade of C or better in SWK320.

**SWK 450 Independent Research/Project (1-5) F, Sp.** Investigation of a research problem, project, or topic on an individual conference basis. Prerequisites: Declared Social Work or Interdisciplinary Studies major and departmental approval.

**SWK 465 Advanced Research Project (3) Sp.** Students will design and conduct an empirical research project focused on a relevant social issue or concern. Same as SOC465. Prerequisites: PSY300 or equivalent with departmental approval and a grade of C or better in SOC460.

**SWK 480 Practicum in Social Work (10) Sp.** Students spend a minimum of 456 hours in an agency setting under the supervision of trained social work professionals. To be taken concurrently with SWK485. Graded pass/fail. Prerequisites: Formal acceptance into the Social Work Practicum Program, a minimum of 2.5 overall GPA and a grade of C or better in SWK250, SWK320, SWK330, SWK340, SWK350, SWK360, SWK415, SWK420 and SWK465, and a grade of C or higher in all other SWK courses.

**SWK 485 Social Work Practicum Seminar (2) Sp.** Focuses on the development and enhancement of the student's practice skills and the integration of practicum and class content. To be taken concurrently with SWK480. Prerequisites: Declared Social Work major, acceptance into the Practicum Program, a minimum of 2.5 overall GPA, a grade of C or better in SWK250, SWK320, SWK330, SWK340, SWK350, SWK360, SWK415, SWK420 and SWK465 and a grade of C or higher in all other SWK courses. LAS Writing.

## SOCIOLOGY COURSES

Waiving of any course prerequisites requires prior departmental authorization.

**SOC 110 Introduction to Sociology (3) F, Sp, Su.** 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 (3) F.** 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 (3) F.** 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 (3) F.** 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: SOC110.

**SOC 283 Introduction to Research Methods in Sociology (1-2) DD.** Introduction to basic research methods in sociology. Individual and team projects involving methods for solving sociology-related research problems. Prerequisite: Departmental approval.

**SOC 300 Selected Topics in Sociology (3) DD.** 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: SOC110 or departmental approval.

**SOC 310 Deviant Behavior (3) Sp (even-numbered years).** 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: SOC110.

**SOC 315 Social Inequality and Stratification: Class, Power and Wealth (3) Sp.** 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. Prerequisite: SOC110. LAS International/Intercultural.

**SOC 330 The Family (3) Sp.** The family as a basic institution; the structure and functions of the modern family in a changing urban environment. Prerequisites: SOC110.

**SOC 360 Sociology of Health, Illness and Medicine (3) Sp (odd-numbered years).** 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. Prerequisite: SOC110. LAS Ethics.

**SOC 370 Mediterranean Archaeology (3) Sp (odd-numbered years).** 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: SOC200 or departmental approval.

**SOC 373 Sociology of Sport and Physical Activity (2-3) DD.** 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 (3) Sp.** 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. Prerequisite: SOC110. LAS International/Intercultural.

**SOC 430 Criminology (3) F.** 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. Prerequisites: SOC110. LAS Ethics.

**SOC 440 Sociological Theory (3) F.** An analysis of both classical and contemporary Sociological theories and their application to historical and current events. Prerequisites: Completion of nine credit hours in sociology. LAS Writing.

**SOC 450 Independent Research/Project (1-3) F, Sp.** Investigation of a research problem, project, or topic on an individual conference basis. Prerequisites: Junior or senior standing, declared Sociology major, a minimum of 3.0 GPA in major field, and departmental approval.



**SOC 460 Methods of Social Research (3) F.** 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. Prerequisite: Completion of nine credit hours in sociology (at least 3 credit hours numbered 300 or higher). LAS Computer Literacy.

**SOC 465 Advanced Research Project (3) Sp.** Student will design and conduct an empirical research project focused on a relevant social issue or concern. Same as SWK465. Prerequisites: PSY300 or equivalent with departmental approval and a grade of C or better in SOC460.

**SOC 490 Internship in Sociology (1-5) DD.** 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. Prerequisites: 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.

# Department of Psychology

Dr. Phil Wann, *Chairperson*

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<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 either a Bachelor of Arts degree or a Bachelor of Science degree. The department also serves other disciplines by offering courses that meet their needs.

## ADMISSION REQUIREMENTS

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 Oct. 1 or prior to March 1. Applicants must have completed PSY101, PSY200, ENG104, ENG108, and MAT112 or higher before being accepted into the psychology major. (*Caution to students: MAT110 is not acceptable preparation in mathematics for admission to 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) an essay on the application concerning vocational aspirations in psychology; and, 3) grades in all college work to date.

Applications of transfer students (upon their request) will be given a preliminary review by the department chairperson before MWSU's pre- or regular registration. All applications will be considered active for one academic year. If a student is not admitted during that year the student must reapply in order to remain under consideration. Students are strongly urged to take PSY300 and PSY301 during the first two semesters after acceptance to the major.

## Course Admission Requirements

The following courses may be taken only by students who have declared a major or minor in a discipline (psychology, nursing, criminal justice, social work, education, physical education, business, communication) that lists the course as required or elective for that major or minor: PSY300, PSY301, PSY303, PSY319, PSY325, PSY335, PSY365, PSY400, PSY415, PSY430, or PSY490. Under the individual course listings, this requirement is designated "major course requirement." Exceptions to this course prerequisite require written departmental approval.

## BACHELOR OF ARTS OR

## BACHELOR OF SCIENCE DEGREE REQUIREMENTS

### General Major in Psychology

This program requires 44 credits in the major and can lead to either a B.A. or B.S. degree. In addition to the major requirements, the student must fulfill the requirements for the specific degree program. The B.A. requires 12 credits in a single foreign language.

#### Required Core Courses

			<i>Credits</i>
PSY	101	General Psychology	3
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
		<b>SUBTOTAL</b>	<b>21</b>

**Restricted Elective Core Courses**

The student must take at least one course (3 credits) from each of the following restricted elective core groupings.

		Credits
<b>Interpersonal/Intercultural Core</b> (3 credits each)		
PSY 222	Psychology of Gender	
PSY 230	Psychology of Communication	
PSY 260	Cross-Cultural Psychology	
		3
<b>Learning/Cognition Core</b> (3 credits each)		
PSY 335	Learning	
PSY 340	Cognitive Psychology	
PSY 360	Motivation and Emotion	
		3
<b>Biological/Comparative Core</b> (3 credits each)		
PSY 345	Animal Behavior	
PSY 350	Physiological Psychology	
PSY 355	Sensation and Perception	
		3
<b>Social/Personality Core</b> (3 credits each)		
PSY 310	Industrial/Organizational Psychology	
PSY 325	Psychology of Personality	
PSY 365	Social Psychology	
		3
<b>Developmental/Lifespan Core</b> (3 credits each)		
PSY 319	Child / Adolescent Psychology	
PSY 321	Adult Psychology	
		3
<b>Abnormal/Psychological Assessment Core</b> (3 credits each)		
PSY 309	Abnormal Psychology	
PSY 400	Introduction to Psychological Testing and Assessment	
		3
<b>Psychology Electives</b>		
The student must take an additional 6 credits of electives (at least 3 credits numbered 300 and above) in Psychology. These electives may be chosen from the remaining courses in the restricted core electives above or from other upper-division offerings in the catalog.		6
<b>TOTAL</b>		<b>45</b>

**Personnel Psychology Concentration**

This program leads to a B.S. with a major in Psychology and a concentration in personnel psychology. The program has a similar required course core as the general major program in Psychology, with the addition of courses relevant to human resources. The Personnel Psychology program requires a minimum of 33 credits in psychology plus 21 credits in the cognate field of business.

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.

## Required Psychology Core Courses

			<i>Credits</i>
PSY	101	General Psychology	3
PSY	200	Intermediate Psychology	3
PSY	300	Introductory Psychological Statistics	3
PSY	301	Psychology Research Methods	3
PSY	303	Psychology Research Team	3
PSY	490	Senior Seminar	3
<b>SUBTOTAL</b>			<b>18</b>

## Personnel Psychology Core Courses

PSY	230	Psychology of Communication	3
PSY	310	Industrial/Organizational Psychology	3
PSY	325	Psychology of Personality	3
PSY	365	Social Psychology	3
PSY	415	Intermediate Statistics for the Behavioral Sciences (3)	<b>OR</b>
PSY	420	Practicum in Psychology (4)	<b>3-4</b>
<b>SUBTOTAL</b>			<b>15-16</b>

## Cognate Field

GBA	211	Business Law I	3
ACC	201	Introductory Financial Accounting	3
ECO	260	Principles of Macroeconomics	3
MGT	305	Management of Organizations	3
MKT	301	Principles of Marketing	3
COM	210	Presentational Communication	3
COM	324	Small Group Communication	3
<b>SUBTOTAL</b>			<b>21</b>
<b>TOTAL</b>			<b>54-55</b>

Note: It is recommended that all students preparing for graduate school take PSY430; this is a requirement for entrance to many graduate schools.

## MINORS

### Minor in Psychology

PSY	101	General Psychology	3
PSY	200	Intermediate Psychology	3
PSY	xxx	Approved Electives	9

One course from the following (3 credits each) 3

PSY	335	Learning
PSY	340	Cognitive Psychology
PSY	345	Animal Behavior
PSY	350	Physiological Psychology
PSY	355	Sensation and Perception
PSY	360	Motivation and Emotion

One course from the following (3 credits each) 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
		<b>TOTAL</b>

# Minor in Childhood Studies

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.

Students must successfully complete at least eighteen hours from the following list of classes. 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:**

			Credits
EDU	315	Psychology and Education of the Exceptional Child (Declared Childhood Studies minors are exempt from EDU303 and EDU304 as prerequisites for this course.)	2
EDU	421	Family, Community, Schools-Partnering for Young Children (Declared Childhood Studies minors are exempt from EDU358 as a prerequisite for this course.)	3
EDU	420	Counseling Techniques/Parents	2
ENG	400	Literature for Adolescents	3
ENG	403	Literature for Children	3
LAT	370	Domestic Relations	3
LAW	110	Juvenile Delinquency	3
LAW	440	Juvenile Law and Procedures	3
NUR	433	Health Alterations: Maternal Child	6
PED	392	Child Growth and Motor Development	3
PSY	240	Life-span Developmental Psychology	<b>OR</b>
PSY	319	Child/ Adolescent Psychology (Prerequisite: PSY101. Declared Childhood Studies minors are exempt from PSY200 as a prerequisite for this course.)	3
PSY	470	Child Psychopathology and Exceptionalities (Prerequisite: PSY101 and either PSY240 or PSY319. Declared Childhood Studies minors are exempt from PSY200 as a prerequisite for this course.)	3
SOC	330	The Family	3
SWK	325	Family and Child Welfare	3
* Internship:		Relevant field experience/practicum/internship through any academic department. May be repeated for credit.	1-3
* Relevant Special Topics Course offered through any academic department.		May be repeated for credit.	1-3
* Relevant Independent Study arranged with any full-time faculty member.		May be repeated for credit.	1-3

\* Only three credit hours of any one internship (including student teaching), special topics course, or independent study maybe applied to the minor.

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. Students enrolled in the Minor in Childhood Studies will also be assigned an advisor from the Childhood Studies Committee. Programs of study shall be kept on file by the Director of Childhood Studies.

## Semester Designation

F -- the course is offered in the fall semester

Sp -- the course is offered in the spring semester

Su -- the course is offered in the summer semester

DD -- the course is offered at the discretion of the department

## PSYCHOLOGY COURSES

Waiving of any course prerequisites requires prior departmental approval.

**PSY 101 General Psychology (3) F, Sp, Su.** General information about psychology in everyday life, designed to correct misconceptions and to give the student a better understanding of self and others.

**PSY 200 Intermediate Psychology (3) F, Sp.** Introduction to scientific psychology with emphasis on methodology and critical thinking about psychological ideas. Prerequisite: PSY101.

**PSY 210 Psychology of Personal Adjustment (3) DD.** Principles and techniques for maintaining good mental health; the approach is practical rather than descriptive. Prerequisite: PSY101.

**PSY220 Health Psychology/Stress Management (3) F.** 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: PSY101.

**PSY 222 Psychology of Gender (3) Sp.** 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. Prerequisite: PSY101. LAS International/Intercultural.

**PSY230 Psychology of Communication (3) F.** The elements of interpersonal communication; emphasizes techniques of communicating thoughts and ideas, listening techniques, understanding meaning; designed to improve the students interpersonal relationships. Prerequisite: PSY101. LAS International/Intercultural.

**PSY 240 Life-span Developmental Psychology (3) Sp.** 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: PSY101.

**PSY 250 Behavior Modification (3) DD.** The application of behavioral principles to human problems. Prerequisite: PSY101.

**PSY 260 Cross-Cultural Psychology (3) Sp.** 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. Prerequisite: PSY101. LAS International/Intercultural.

**PSY270 Psychology of Religious Experience (3) DD.** Psychological theories and research methods investigates the nature, antecedents, and consequences of religious experience and behavior. Emphasis on the scientific study of religion. Prerequisite: PSY101.

**PSY 280 Career Development in Psychology (3) DD.** Career opportunities, levels of training, and professional issues in the field of psychology. Designed for those seeking employment and/or graduate school training in psychology. Prerequisite: PSY200.

**PSY 283 Introduction to Psychological Research (1-2) DD.** 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: Departmental approval.

**PSY 290 Introduction to Forensic Psychology (3) DD.** 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: PSY101.

**PSY 300 Introductory Psychological Statistics (3) F, Sp.** Descriptive and inferential statistical procedures used in the social sciences. Both computer and manual computations will be performed. Prerequisite: A declared major or minor that requires this course, PSY101, PSY200, a grade of C or better in MAT112, LAS Computer Literacy.

**PSY 301 Psychology Research Methods (3) F, Sp.** Training in the techniques and methods of scientific psychology; emphasizes construction of hypotheses, experimental design, data interpretation, and style of reporting research. Prerequisite: A declared major or minor that requires this course, PSY101, PSY200, and PSY300. LAS Ethics.

**PSY 303 Psychology Research Team (3) F, Sp.** Applied learning experience in designing and conducting original research in psychology, data analysis, writing and presenting research results. Prerequisite: A declared major or minor that requires this course, PSY101, PSY200, PSY300, PSY301, and demonstrated proficiency in the basics of APA format and SPSS. LAS Writing; LAS Ethics.

**PSY 309 Abnormal Psychology (3) F.** Descriptive and exploratory consideration of abnormal behavior, with a survey of past and present theories, classifications, and therapies. Prerequisite: PSY101.

**PSY 310 Industrial/Organizational Psychology (3) Sp.** 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: PSY101.

**PSY 314 Technology and Society (3) F, Sp.** 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 BIO314, ENG314, HUM314, PSC314. Prerequisites: Completion of Category one -- Basic Skills General Studies courses.

**PSY 319 Child/Adolescent Psychology (3) F.** Life-cycle changes that occur from conception through early adolescence, emphasizing the origins and principles of normal development. Prerequisite: A declared major or minor that requires this course, PSY101, and either PSY200 or EDU225. (Declared minors in Childhood Studies are exempt from the PSY200 prerequisite.

**PSY 321 Adult Psychology (3) Sp.** 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: PSY101.

**PSY 325 Psychology of Personality (3) F.** Dynamics of personality development and human behavior; emphasizes theories of personality. Prerequisites: A declared major or minor that requires this course, PSY101, and PSY200.

**PSY 335 Learning (3) Sp (odd-numbered years).** Major theories of learning in contemporary psychology, with a brief historical introduction. Prerequisites: A declared major or minor that requires this course, PSY101, and PSY200.

**PSY 340 Cognitive Psychology (3) F (even-numbered years).** The field of Cognitive Psychology, including human learning, memory, problem solving, language, and attention. Artificial intelligence will be examined. Prerequisites: PSY101 and PSY200.

**PSY 345 Animal Behavior (3) DD.** Introduction to the comparative method in exploring and classifying behavior in animals. Prerequisites: PSY101 and PSY200.

**PSY 350 Physiological Psychology (3) Sp.** Introduction to the relationships between brain, mind, and behavior; includes brain mechanisms underlying perception, motivation, emotion, learning, memory, and higher cognition. Prerequisite: A declared major or minor that requires this course, PSY101, and PSY200.

**PSY 355 Sensation and Perception (3) F (even-numbered years).** 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: PSY101 and PSY200.

**PSY 360 Motivation and Emotion (3) Sp (even-numbered years).** Theoretical and research issues on such motivational topics as drive, goal, directedness, incentive, reinforcement, external stimulation, emotion, instinct, and self-actualization. Prerequisites: PSY101 and PSY200.

**PSY 365 Social Psychology (3) F.** The individual in relation to society; includes theoretical foundations, socialization, social cognition, group dynamics, and leadership. Prerequisite: A declared major or minor that requires this course PSY101, and PSY200.

**PSY 400 Introduction to Psychological Testing and Assessment (3) Sp.** 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. Prerequisites: A declared major or minor that requires this course and PSY300. LAS Ethics.

**PSY 410 Introduction to Counseling Psychology (3) DD.** 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. Prerequisites: PSY101 and PSY325.

**PSY 415 Intermediate Statistics for the Behavioral Sciences (3) DD.** Basic statistical procedures applied to behavioral research; focuses on the integration of the use of computers for data collection and analysis. Prerequisites: A declared major or minor that requires this course and either PSY301 or MAT132. LAS Computer Literacy.

**PSY 420 Practicum in Psychology (4) F.** Senior students in psychology apply their knowledge to an actual situation in the field. An additional 4 credits may be earned by taking PSY421. Prerequisites: Senior standing, declared Psychology major, and departmental approval.

**PSY 421 Practicum in Psychology (4) DD.** Senior students in psychology applying their knowledge to an actual situation in the field. An additional 4 credits may be earned by taking PSY420. Prerequisites: Senior standing, declared Psychology major, and departmental approval.



**PSY 430 History and Systems in Psychology (3) F.** The major historical approaches to defining, organizing and explaining psychological phenomena. Prerequisites: A declared major or minor that requires this course, PSY101, and PSY200.

**PSY 450 Independent Research/Project (1-5) F, Sp.** Investigation of a research problem, project, or topic on an individual conference basis. Prerequisites: Declared Psychology major, a minimum of 2.5 GPA in major field, and departmental approval.

**PSY 470 Child Psychopathology and Exceptionalities (3) DD.** An overview of the theories, research diagnosis, and treatment of childhood disorders, exceptionalities, and special needs. Prerequisites: PSY101, PSY200, and either PSY240 or PSY319. Declared minors in Childhood Studies are exempt from the PSY200 prerequisite.

**PSY 490 Senior Seminar (3) F, Sp.** 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 requirement. Prerequisites: A declared major or minor that requires this course and PSY301. LAS Writing.

# Steven L. Craig School of Business

Dr. Philip Nitse, Dean

[pnitse@missouriwestern.edu](mailto:pnitse@missouriwestern.edu)

271-4338

<http://www.missouriwestern.edu/Business/>

## ***Our Vision***

*We are the preferred choice for students seeking relevant business knowledge and entrepreneurial learning opportunities.*

## ***Our Mission***

- *To provide undergraduate majors with relevant business knowledge, critical thinking abilities, and professional skills through classroom and applied learning opportunities.*
- *To integrate entrepreneurial activities into our learning processes.*
- *To engage in research that complements and expands applied, discipline-based, and pedagogical knowledge.*
- *To contribute to the leadership of Missouri Western State University as the New American Regional University serving a geographical region centered in St. Joseph, Missouri.*

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.

## **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 21 or a major form if their composite is 21 or greater. 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 at least 21 or equivalent 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 of at least 2.50 as described below to be admitted.

To reach the required GPA of 2.50 for admission to the Steven L. Craig School of Business, students must use the grades from:

- ACC 201 Introductory Financial Accounting
- ACC 202 Introductory Managerial Accounting
- ECO 260 Principles of Macroeconomics
- ECO 261 Principles of Microeconomics
- GBA 210 Business Statistics I or MAT 132 Elementary Statistics
- GBA 211 Business Law I
- GBA 220 Business Communication

Students may retake no more than two of the above seven courses to earn a 2.50 GPA. Students who are denied acceptance may appeal in writing to the Assistant to the Dean, Steven L. Craig School of Business.

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.

## 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 ACC375 Accounting Internship, GBA370 plus GBA371 Global Viewpoint and Business Study/Travel Experience, GBA375 Business Internship, GBA445 Business Practicum, GBA480 Directed Student Research, and GBA481 Workplace Research. Other course work that is to count as Applied Learning will require approval of the School Dean. A maximum of six hours of the above course work (not including Global Viewpoint) may be counted as Business electives.

## GRADUATION REQUIREMENTS

The school offers a Bachelor of Science in Business Administration degree with majors in Accounting, Finance, Management, and Marketing. To graduate with a Business Administration degree, students must complete the university baccalaureate degree requirements, the courses listed for the Business Cores, and the courses listed for their major. Graduation requires a minimum grade point average of 2.0 overall, a minimum of 2.0 in the Cores and major courses, and no more than six hours of D in the Business Cores and majors courses.

Majors must take at least 18 of the 24 hours in their major beyond the Junior Core and 12 hours in the Senior Core at MWSU.

## BACHELOR OF SCIENCE DEGREE REQUIREMENTS

All business majors must satisfactorily complete MAT112, MAT116, MAT130, MAT137, MAT147, or MAT167 as part of the general studies requirement. Enrollment in most 300- or 400- level courses beyond the Junior Core requires admission to the School of Business and either completion of the Junior Core or completion of selected classes while concurrently enrolled in the last of the Junior Core courses.

**Business Core Courses**

**Sophomore Core**

			<i>Credits</i>
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	<b>OR</b>
MAT	132	Elementary Statistics	3
GBA	211	Business Law I	3
GBA	220	Business Communication	3
PHL	230	Ethics	3
MGT	201	Microcomputer Applications	<b>OR</b>
CSC	201	Microcomputer Applications	3
<i>Total core credits</i>			<u>27</u>

**Junior Core**

FIN	301	Financial Management	3
GBA	310	Business Statistics II	3
MGT	305	Management of Organizations	3
MKT	301	Principles of Marketing	3
<i>Total core credits</i>			<u>12</u>

**Senior Core**

MGT	416	Production and Operations Management	3
ACC	418	Accounting Information Systems	<b>OR</b>
MGT	418	Management Information Systems	3
MGT	419	Strategic Management	3
Three credits of Applied Learning			3
<i>Total core credits</i>			<u>12</u>
<b>TOTAL CREDITS, ALL CORES</b>			<u>51</u>

**Major in Accounting**

*Business Cores plus all of the following:*

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
Two upper-division Business electives			6
			<u>24</u>

**TOTAL BUSINESS CORES AND MAJOR CREDITS**

75

**Major in Finance**

*Business Cores plus all of the following:*

ECO	460	Business & Economic Forecasting	3
FIN	310	Investments	3
FIN	321	Financial Markets & Institutions	3
FIN	401	Financial Management II	3
FIN	412	Futures and Options	3
FIN	431	International Financial Management	3
Two of the following:			
ACC330, ACC331, ACC333, ACC336, ECO363, GBA311			6
			<u>24</u>

**TOTAL BUSINESS CORES AND MAJOR CREDITS**

75

## Major in Management

*Business Cores plus all of the following:*

MGT	341	Human Resource Management	3
MGT	401	Organizational Behavior, Leadership and Change	3
MGT	425	International Management	3
ECO	361	Intermediate Microeconomics	OR
ECO	364	Labor Economics	OR
ECO	461	International Trade	3
Four upper-division Business electives			12
			<hr/> 24
			75

### TOTAL BUSINESS CORES AND MAJOR CREDITS

## Major in Marketing

*Business Cores plus all of the following:*

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
Two upper-division Business electives			6
			<hr/> 24
			75

### TOTAL BUSINESS CORES AND MAJOR CREDITS

## MINOR REQUIREMENTS

To graduate with a minor in Business, a student must have completed the requirements for a baccalaureate major and the general degree requirements of the University plus one of the sets of courses listed below. A minimum GPA of 2.00 and no more than three credit hours of D in the minor courses are required for the Finance and General Business minors. Only students with a major outside the Steven L. Craig School of Business will be granted a minor in General Business. Only Accounting majors may minor in Finance. Any student may qualify for the International Studies minor.

## International Studies Minor

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. Students who take this minor must take 24 credits from the list below with at least 18 credits outside of their major and no more than 18 credits from any one group.

### Foreign Language Group

FRE/GER/SPA 100	Elementary French or German or Spanish I	<i>Credits</i> <hr/> 0-12
FRE/GER/SPA 101	Elementary French or German or Spanish II	
FRE/GER/SPA 200	Intermediate French or German or Spanish	
FRE/GER/SPA 201	French or German or Spanish for the Professional	

**Social Science Group**

GEO	320	Geography of Europe
GEO	330	Economic Geography
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

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0-18

**Business Group**

ECO	461	International Trade
FIN	431	International Financial Management
MKT	451	International Marketing and Trade
ECO	463	Comparative Economic Systems
MGT	425	International Management
GBA	370	Global Viewpoint
GBA	371	Business Study / Travel Experience

AND

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0-15

**TOTAL FOR MINOR**

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24

**Finance Minor**

(Accounting Majors Only)

FIN	310	Investments	3
FIN	321	Financial Markets and Institutions	3
ECO	363	Money and Banking	3
ACC	330	Intermediate Accounting I	OR
ACC	336	Individual Income Tax	3
Two upper-division Finance electives			6

**TOTAL FOR MINOR**

18

**General Business Minor**

(Non-business Majors Only)

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	OR
MAT	132	Elementary Statistics	3
GBA	211	Business Law I	3
GBA	220	Business Communication	OR
FIN	301	Financial Management	3
MGT	305	Management of Organizations	3
MKT	301	Principles of Marketing	3

**TOTAL FOR MINOR**

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27

**Semester Designation**

F -- the course is offered in the fall semester

Sp -- the course is offered in the spring semester

Su -- the course is offered in the summer semester

DD -- the course is offered at the discretion of the school

Waiving of any course prerequisites requires prior school authorization.

## ACCOUNTING COURSES

**ACC201 Introductory Financial Accounting (3) F, Sp, Su.** 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: General studies Math. Business majors and minors should take MAT112, MAT116, MAT130, MAT137, MAT147, or MAT167.

**ACC202 Introductory Managerial Accounting (3) F, Sp, Su.** 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: ACC201.

**ACC330 Intermediate Accounting I (3) F.** Analysis and interpretation of fundamental processes, assets, and equity values with related revenue and expense aspects. Prerequisite: Completion of Junior Core (or concurrent enrollment in any Junior Core courses not yet taken).

**ACC331 Intermediate Accounting II (3) Sp.** Continuation of the critical study of balance sheet accounts and intensive analysis of financial statements. Prerequisites: Admission to the School of Business, Completion of Junior Core, and a grade of C or better in ACC330.

**ACC333 Cost Accounting (3) F, Sp.** 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. Prerequisites: Credit or concurrent enrollment in all Junior Core courses.

**ACC336 Individual Income Tax (3) F.** 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. Prerequisites: Admission to the School of Business and completion of Junior Core.

**ACC375 Accounting Internship (1-6) F, Sp, Su.** 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 in the Senior Core. Prerequisites: Admission to the School of Business, junior standing, an overall GPA of 2.5, and completion of Sophomore Core.

**ACC418 Accounting Information Systems (3) F, Sp.** 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 MGT 418. Prerequisites: Admission to the School of Business and completion of Junior Core.

**ACC432 Advanced Cost Accounting (3) DD.** 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. Prerequisites: Admission to the School of Business, completion of Junior Core, and ACC333.

**ACC 433 Auditing (3) F, Sp.** Verification of records, valuation and analysis of accounts, and presentation of conditions. Practical audit cases. Prerequisites: ACC330 and either ACC332 or MGT332.

**ACC 434 Advanced Auditing (3) DD.** Continuation of ACC433, 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. Prerequisites: Admission to the School of Business, completion of Junior Core, and ACC433.

**ACC 435 Advanced Financial and Governmental Accounting (3) F.** 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. Prerequisites: Admission to the School of Business, completion of Junior Core, and ACC331.

**ACC 436 Advanced Income Tax (3) Sp.** 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. Prerequisites: Admission to the School of Business, completion of Junior Core, and ACC336.

**ACC 450 Independent Research/Project (1-4) F, Sp, Su.** Investigation of a research problem, project, or topic on an individual conference basis. Prerequisites: Admission to the School of Business, completion of Junior Core, a minimum of a 2.5 GPA in major field, and School of Business approval.

## FINANCE COURSES

**FIN 301 Financial Management (3) F, Sp, Su.** 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: Completion of Sophomore Core.

**FIN 310 Investments (3) F, Sp.** 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: Completion of Sophomore Core.

**FIN 321 Financial Markets and Institutions (3) F.** 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. Prerequisites: Admission to the School of Business and completion of Junior Core.

**FIN 401 Financial Management II (3) Sp.** An extension of FIN301. 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. Prerequisites: Admission to the School of Business and completion of Junior Core.

**FIN 410 Portfolio Management (3) DD.** An analytical and theoretical approach to security valuation concepts, portfolio analysis and management, and options and futures; discusses both traditional and technical techniques. Prerequisites: Admission to the School of Business, completion of Junior Core, and FIN310.



**FIN 412 Futures and Options (3) F, 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. Prerequisites: Admission to the School of Business and completion of Junior Core.

**FIN 431 International Financial Management (3) F, Sp.** An extension of FIN301. 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. Prerequisites: Admission to the School of Business and completion of Junior Core.

## GENERAL BUSINESS COURSES

**GBA 110 Introduction to Business (3) F, Sp.** 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 210 Business Statistics I (3) F, Sp, Su.** 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: General studies Math. Business majors and minors should take MAT112, MAT116, MAT130, MAT137, MAT147, or MAT167.

**GBA 211 Business Law I (3) F, Sp.** 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: ENG104.

**GBA 220 Business Communication (3) F, Sp, Su.** 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. Prerequisites: COM104 and either ENG108 or ENG112.

**GBA 283 Introduction to Research Methods in Business (1-2) DD.** Introduction to basic research in business. Individual and team projects involving methods for solving business-related research problems. Prerequisite: School of Business approval.

**GBA 310 Business Statistics II (3) F, Sp.** 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: GBA210.

**GBA 311 Business Law II (3) F, Sp.** A continuation of GBA211 with emphasis on negotiable instruments and security devices under the Uniform Commercial Code; discusses partnerships, corporations, and other related areas. Prerequisites: Completion of 48 credit hours, including General Studies Category One - Basic Skills courses, and GBA211.

**GBA 370 Global Viewpoint (3) Sp (odd-numbered years).** 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 GBA370 must also enroll in GBA371 for the following summer semester. Applied learning credit is only given to those who successfully complete both courses. Prerequisite: Admission to the School of Business and completion of Junior Core.

**GBA 371 Business Study/Travel Experience (1) Su (odd-numbered years).** A continuation of GBA370. 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 GBA371 must have taken GBA370 in the previous spring semester. Applied learning credit is only given to those who successfully complete both courses. Prerequisites: GBA370 and School of Business approval.

**GBA 375 Business Internship (1-6) F, Sp, Su.** An academic program which offers business majors an opportunity to integrate theory with actual business practice. Students work full-time or part-time 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 in the Senior Core. Prerequisites: Admission to the School of Business, junior standing, an overall GPA of 2.5, and completion of Sophomore Core.

**GBA 445 Business Practicum (3) F, Sp.** 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 in the Senior Core. Prerequisites: Admission to the School of Business and completion of Junior Core.

**GBA 447 Employment Law (3) F.** 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. Prerequisites: Completion of Junior Core and MGT341.

**GBA 480 Directed Student Research (1-5) F, Sp, Su.** Research on selected topics or problems on a conference basis. This course is one of the options that satisfies the applied learning requirement in the Senior Core. Prerequisite: School of Business approval.

**GBA 481 Workplace Research (3) F, Sp.** 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 in the Senior Core. Prerequisite: Completion of 90 credit hours including the Junior Core and School of Business approval.

## MANAGEMENT COURSES

**MGT 201 Microcomputer Applications (3) F, Sp.** 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. Same as CSC201.

**MGT 305 Management of Organizations (3) F, Sp, Su.** An introductory study of organizations and their management stressing methods of planning, organizing, leading, and controlling. Examines the impacts of organizations' legal and social environments, leadership, motivation, communication, and structure on organizational outcomes. Prerequisites: Completion of 45 credit hours including General Studies Category One - Basic Skills courses.

**MGT 341 Human Resources Management (3) F, Sp.** Policies and practices in personnel management, such as job analysis, selection of employees, placement, training, employee services, and industrial relations. Prerequisites: ACC201, ECO261, GBA211, MGT305, and either GBA210 or PSY300.

**MGT 401 Organizational Behavior, Leadership and Change (3) F, Sp.** A continuation of MGT305. Examines the impacts of individual behavior, group behavior, and organizational systems. Studies the relationship between individuals, values, emotions, perceptions, and personality on workplace behavior and productivity. Reviews the effectiveness of alternative forms of motivation, leadership, power, and politics on organizational success. Prerequisites: Admission to the School of Business, completion of MGT305, and credit or concurrent enrollment in other Junior Core courses not yet taken.

**MGT 402 Entrepreneurship (3) F, Sp.** 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. Prerequisites: Admission to the School of Business and completion of Junior Core.

**MGT 416 Production and Operations Management (3) F, Sp.** Key management issues in the 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. Prerequisites: Admission to the School of Business and completion of the Junior Core.

**MGT 418 Management Information Systems (3) F, Sp.** 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. Prerequisites: Admission to the School of Business and completion of Junior Core.

**MGT 419 Strategic Management (3) F, Sp, Su.** Examines strategic responses to problems and opportunities facing businesses in a changing global environment. Significant writing and speaking requirements. Prerequisites: Admission to the School of Business, completion of 105 credit hours including Junior Core, and School of Business approval.

**MGT 425 International Management (3) F, Sp, Su.** The international dimensions of management with emphasis on the environmental, organizational, and cultural challenges to businesses operating on a global stage. Prerequisite: Admission to the School of Business, MGT305, and credit or concurrent enrollment in other Junior Core courses not yet taken.

**MGT 431 Management Science (3) Sp.** 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. Prerequisites: Admission to the School of Business and completion of Junior Core.

**MGT 444 Organizational Staffing, Training and Safety (3) DD.** 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. Prerequisites: Admission to the School of Business, completion of Junior Core, and MGT341.

**MGT 445 Compensation and Benefits Management (3) DD.** 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. Prerequisites: Admission to the School of Business, completion of Junior Core, and MGT341.

## MARKETING COURSES

**MKT 301 Principles of Marketing (3) F, Sp.** 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. Prerequisites: Completion of 45 credit hours including General Studies Category One - Basic Skills courses.

**MKT 311 Consumer Behavior (3) F, Sp.** 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. Prerequisites: MKT301 and credit or concurrent enrollment in other Junior Core courses not yet taken.

**MKT 351 Professional Selling and Sales Management (3) F, Sp.** 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. Prerequisites: MKT301 and credit or concurrent enrollment in other Junior Core courses not yet taken.

**MKT 381 Advertising and Promotion (3) F, Sp.** The promotion mix: advertising, publicity, sales promotion, and personal selling. Analyzes the management and application of promotional strategies. Prerequisite: Admission to the School of Business and completion of Junior Core.

**MKT 401 Marketing Research (3) F, Sp.** Application of scientific research techniques and statistical analyses of information (data) relative to sound marketing management decision-making. Prerequisites: Admission to the School of Business, completion of Junior Core, and MKT311.

**MKT 431 Retail Management (3) DD.** 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. Prerequisites: Admission to the School of Business and completion of Junior Core.

**MKT 451 International Marketing and Trade (3) F, Sp.** 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. Prerequisites: Admission to the School of Business and completion of Junior Core.

**MKT 481 Marketing Management (3) F, Sp.** 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. Prerequisites: Admission to the School of Business, completion of Junior Core, and MKT401.

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# Western Institute

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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, high school students seeking college credit, children and adults seeking personal enrichment, traditional college students taking elective courses, incarcerated individuals, and adults needing improvement in literacy skills and English language skills. The mission of the Institute is to serve the community through educational outreach.

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 sponsors several education programs for **off-campus and non-traditional students**. These include: online courses, Dual Credit classes (college credit offered in high schools), upper-division and graduate credit classes in Kansas City; college credit classes for incarcerated students, Pass the Power Adult Literacy classes, 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.

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 is actively engaged in providing diverse **arts and cultural opportunities** for both youth and adults in the community (pottery, private music lessons, creative writing, ballroom dance). The Center for Community Arts continues to develop programs that will encourage residents to participate in arts and cultural enrichment.

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.

**Personal enrichment** courses (e.g., photography, sign language, nutrition & weight control) are offered to the community.

Missouri Western State University offers degree programs and coursework at two additional sites.

The North Kansas City site is located at 6336 North Lucerne Ave, Kansas City, MO (816-746-1001). This site provides coursework for a Bachelor of Science in Education - Elementary Education. Additional elective courses are occasionally offered at this site.

In partnership with Metropolitan Community College, Western offers coursework at the MCC Penn Valley campus located at 3201 Southwest Trafficway, Kansas City, Missouri 64111. At this site Western offers coursework for the Bachelor of Science in Nursing and the Bachelor of Science in Education -Early Childhood. For information on any of the

above degree programs contact the Western Institute at 816-271-4100.

The Intensive English Program at Missouri Western State University has been developed to offer international students a strong foundation in the English language. This foundation will enable international students to succeed in their chosen academic fields and become more comfortable living in the community. Courses may be started at any time during each semester. Each course consists of 5 hours of seat time, generally split between 2 hours of lecture and 3 hours of lab. Students taking the four course beginning or intermediate level sequence will have 25 hours of seat time – four courses at 5 hours each, plus an additional 5 hours of lab. Contact the ELL Coordinator at 816-271-4193 for information.

**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 (CED086, CED096, CED166, depending on level):**

This class is designed for international students seeking to increase their listening and speaking abilities in English. Study and practice will concentrate on speaking skills, presentation skills, pronunciation skills, listening skills, and American idioms.

**Grammar and Composition (CED087, CED097, CED167, depending on level):**

This class is designed for international 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 (CED088, CED098, CED168, depending on level):**

This class is designed for international 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 (CED089, CED099, CED169, depending on level):**

This class is designed for the international student seeking to improve their writing skills for the college classroom. Students taking this class will be asked to produce various forms of written work, critique their own and other's work, make the necessary corrections, and complete a final draft of the paper.

## 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.wi.missouriwestern.edu](http://www.wi.missouriwestern.edu) 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.

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# APPENDICES

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# Appendix A:

## The Board of Governors

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**Leo Blakley** (term expires December 31, 2016)  
*Appointed by Governor Jay Nixon, April 2010*

**Dirck Clark** (term expires October 2015)  
*Re-Appointed by Governor Jay Nixon, April 2010*

**Thaddus Danford** (term expires October 2012)  
*Appointed by Governor Matt Blunt, February 2007*

**Lesley Graves** (term expires October 2011)  
*Appointed by Governor Matt Blunt, February 2007*

**Tommye Quilty** (term expires October 2012)  
*Appointed by Governor Matt Blunt, February 2007*

**Debbie Smith** (term expires December 31, 2014)  
*Appointed by Governor Jay Nixon, April 2010*

**Kylee Strough** (term expires October 2013)  
*Appointed by Governor Matt Blunt, February 2008*

**Peter Gregory (Student Governor)** (term expires December 31, 2011)



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# Appendix B:

## Administrators & Exempt Staff

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- Adamson, Gyla**, Payroll Coordinator (A.A.F.B., University of Phoenix)
- Andriano, Gregory**, System Analyst Programmer (B.S., Missouri Western State University)
- Bagley, Jennifer**, Head Coach-Softball (B.S., Moorhead State University; M.Ed., North Dakota State University)
- Baker, Marilyn**, Director of Financial Aid (B.S., Missouri Western State University)
- Ball, Belinda**, Academic Teacher/ Education Diagnostician, WRDCC (B.S., M.S., M.S.E., Emporia State University)
- Bell, Aaron**, Assistant Football Coach (A.A., Fort Scott Community College; B.A., Pittsburg State University)
- Bell, Wes**, Assistant Football Coach (B.A., Emporia State University; M.A., Minnesota State University Moorhead)
- Berneking, Trevor**, Sports Information Director (B.S., University of Minnesota; M.S., Northern State University)
- Berry, Wonda J.**, Recreation Services/Facilities Director (B.S., Missouri Western State University; M.S., Pittsburg State University)
- Bowles, Terri**, Special Education Teacher, WRDCC (B.S., Northeast Missouri State University; M.S., Northwest Missouri State University)
- Bracciano, Susan V.**, Registrar (B.S.B.A., M.B.A., University of Kansas, Lawrence)
- Brown, H. David**, Assistant Dean, Health and Wellness, Director of Counseling (B.S., Missouri Western State University; M.A., University of Missouri-Kansas City)
- Brown, Ricky**, Applications Programmer (B.S., Missouri Western State University)
- Browning, Ally**, Admissions Counselor (B.A., Missouri Western State University)
- Bryant, Elaine**, Intervention Specialist (B.S.B.A., Missouri Western State University; M.S., Kansas State University)
- Burns, Jackie**, Distance Education Librarian (B.A., Kansas State University; M.L.S., Emporia State University)
- Byer, Christa**, Marketing Analyst/ Coordinator (B.F.A., Northwest Missouri State University)
- Carbin, Marian**, Assistant Volleyball Coach (B.S., Missouri Western State University)
- Cazel Brenda**, Purchasing Manager (B.S., Missouri Western State University)
- Chew, Huey Shi**, International Student Coordinator (B.S., University Science Malaysia; M.Ed, University Malaya; Ed.S., Pittsburg State University)
- Cohen, Ronald**, Residence Hall Director (A.A., Highland Community College; B.A., M.B.A., Benedictine College)
- Courtney, Bryan**, Executive Director - MRCPI at Missouri Western State University (A.S., B.S., Missouri Western State University; MCJ, Washburn University)
- Criger, Cori J.**, Classroom Services Manager (B.S., Missouri Western State University)
- Cunningham, Jeff**, Financial Aid Information System Analyst (B.S., University of Central Missouri)
- Daffron, Jeanne M.**, Provost and Vice President for Academic Affairs (A.S., B.S., Missouri Western State University; M.P.A., University of Missouri-Kansas City; Ph.D., Texas Woman's University)
- Darrough, Craig K.**, Environmental Safety Coordinator (A.A., St. Louis Community College at Florissant Valley; B.S., Northwest Missouri State University)
- Dawson, Corla S.**, Assistant Dean/ Student Academic Support Services, Director/ Writing Coordinator, Center for Academic Support (B.A., Missouri Western State University; M.A., University of Nebraska-Omaha)

**Diaz, Michelle**, Acquisitions/Collections Management Librarian (B.A., Missouri Western State University; M.A., University of Missouri-Kansas City; M.L.S., Emporia State University)

**Dyson, Rick**, Information Services Librarian (B.A., Eastern Connecticut State University; M.A., Virginia Tech; M.L.S., University of Maryland-College Park)

**Eckhoff, Daniel O.**, Bursar (B.S., Missouri Western State University; E.M.B.A., Benedictine College)

**Elifrits, Chad**, Director of Educational Diagnostic Services, WRDCC (B.S., M.S., Ed.S., Northwest Missouri State University)

**Elifrits, Karen L.**, Executive Associate to the President

**Ellis, Mark G.**, Database Administrator/Programmer (A.S., B.S.B.A., B.S., Missouri Western State University)

**Ellis, Peggy E.**, Director, Non-Credit Programs/Business & Industry Training (A.S., Fresno City College; B.S.B.A., Missouri Western State University; M.A., Webster University)

**Ellsworth, Deborah**, Director of Pass the Power Adult Literacy (B.A., University of Kansas-Lawrence)

**Elting, Mark**, Technical Operations Coordinator (A.A.S., Colorado Institute of Art; B.A., Missouri Western State University)

**Esely, Brett**, Assistant Athletics Director - External Relations (B.S., Missouri Western State University; M.S.S., United States Sports Academy)

**Fenwick, Tyler**, Assistant Football Coach (B.A., University of New Mexico)

**Fields, Judy A.**, Institutional Research Analyst (B.S., Northwest Missouri State University)

**Foley, Amy C.**, Fitness Center Coordinator, Recreation Services Department (A.A., Highland Community College; B.S., Northwest Missouri State University; M.S., University of Kansas)

**Ford, Timothy**, Team Leader, WRDCC (B.S., Missouri Western State University)

**Frederick, Cory**, Head Women's Volleyball Coach (B.S., University of Nebraska; M.S., Cytotechnology Mayo Clinic)

**Freeborn, Robert Brandon**, Assistant Baseball Coach/Recruiting Coordinator (B.S., Missouri Western State University)

**Gann, Cathy S.**, Reading and Study Skills Coordinator (B.S., Missouri Western State University; M.S., Northwest Missouri State University)

**George, Gregory**, Mechanical Supervisor

**Gilmore, Richard C.**, Associate Vice President for Financial Planning & Administration (B.S., Missouri Western State University; E.M.B.A., Benedictine College)

**Greer, Martha**, Director, Center for Community Arts (B.S., Southeast Missouri State University)

**Gregg, Matthew**, Student Employment Coordinator (B.S., University of Central Missouri; M.S., Drake University)

**Grimes, Judith W.**, Associate Vice President for Student Affairs and Dean of Students (B.A., University of Texas-Austin; M.A., Ph.D., University of Missouri-Columbia)

**Hammer, George**, Academic Advisor/A+ Specialist (A.S., B.S.B.A., Missouri Western State University; M.S., Northwest Missouri State University)

**Hansen, Dawn G.**, Accountant, Student Receivables (A.A.S., Western Iowa Tech Community College; B.S., Morningside College)

**Hansen, Jeff**, Head Women's Soccer Coach (A.A., Cloud County Community College; B.S.E., Missouri Southern State University; M.S., Central Missouri State University)

**Harrah, Brian**, Buildings Supervisor

**Hartley, Sherri**, Fixed Asset/Grant Accountant (B.S.B.A., Missouri Western State University)

**Havens, Eric S.**, Instructional Technologist (B.S., Missouri Western State University)

**Heider, Cindy**, Associate Provost & Associate Vice President for Academic Affairs (B.S., Ed.D., University of Missouri; M.A., Northwest Missouri State University; Ed.S., Missouri State University)

**Heier, Kent**, Assistant Director of Public Relations and Marketing (B.S., University of Nebraska-Lincoln)

**Hodge, Ronnie G.**, Auxiliary Maintenance Supervisor

**Hoffman, James**, Admissions Articulation Coordinator (B.S., Briar Cliff University; M.M., Creighton University)

**Holtz, Diane**, Coordinator, Public Relations & Marketing and Alumni Services (B.L.S., University of Iowa)

**Huffman, Denece**, Assistant Bursar (A.S., B.A., Missouri Western State University)

**Hughes, Jane**, Speech Pathologist, WRDCC (B.S., Northwest Missouri State University)

**Joe, Kathy A.**, Accountant (B.S.B.A., Missouri Western State University)

**Johnson, Jill**, Admissions Counselor (B.S., Missouri Western State University)

**Johnson, Lonnie R.**, Director of Facilities (B.S., Arkansas Tech University)

**Jones, Kendy S.**, Director, Campus Printing and Design Services (B.S., Missouri Western State University)

**Jones, Marqita**, Residence Hall Director (B.A., Central College)

**Keith, Kyler**, Admissions Counselor (B.S., Missouri Western State University)

**Kelley, Jonathan**, Chief of Police (A.S., Northwestern Connecticut Community College; B.S., Missouri Western State College; M.S., Central Missouri State University)

**Kissock, Timothy J.**, Risk Manager (B.S., St. John University; J.D., University of Missouri-Kansas City School of Law)

**Klinker, Mel**, Vice President for Financial Planning and Administration (B.A., Ouachita University; M.S., Baker University)

**Kowich, Colleen A.**, Director of Alumni Services (B.A., Adrian College; M.A., Virginia Tech)

**Kramer, Eric**, NCAA Compliance/Acad Coordinator (B.S., University of Missouri-Columbia; M.Ed., Wichita State University)

**Kramer, Melissa**, Applications Programmer (B.S., Devry Institute of Technology)

**Kuechler, Patty**, Director of Conferences and Special Programs

**Lau, David**, Athletics Development & Special Events (B.S., Missouri Western State University; M.S., Northwest Missouri State University)

**Lawing, Roxanna**, Director of Foundation Accounting (B.S.B.A., Missouri Western State University)

**Mabe, Mark E.**, Director of Information Technology Services (AS., B.S., Missouri Western State University)

**Manning, Jeanie**, Director of Developmental Reading (B.S., M.S., University of Nebraska)

**Mapley, Gordon**, Dean and Executive Director - Western Institute (B.A., Oakland University; M.A., Ph.D., Wayne State University)

**Marash, Vincenza Rose**, Diversity and Women's Issues Counselor, (B.A., M.A., Stony Brook University; M.A., Ph.D., Cornell University; M.S.W., Syracuse University)

**Mayes, Ruby D.**, System Administrator (A.S., Missouri Western State University)

**McCauley, Howard**, Director of Admissions (B.S.E., M.S.E., Northeast Missouri State University)

**McGarrell, Andrew R.**, Cataloging Librarian (B.A., Yale University; M.A., M.L.S. Indiana University)

**McMillian, Carey J.**, Chief Accountant/Director of Purchasing (B.S.B.A., Missouri Western State University; M.B.A., Northwest Missouri State University)

**McQuirter, Kevin J.**, Video Communications Specialist (B.A., University of Southern Mississippi)

**McWilliams, David R.**, Developmental Math Specialist (B.S., M.A., Missouri State University)

**Menley, Ryan**, Video Production Manager, Athletics

**Miller, Misty**, Benefits Coordinator (A.A.S., Highland Community College; B.A., M.A., Ottawa University)

**Monach, Gregory**, Custodial Supervisor

**Moore, R.E.**, Director of Developmental Math Program (B.A., Culver Stockton College; M.A., Stanford University)

**Mulder, James L.**, Library Supervisor, Public Services (B.A., Northwestern College; M.A., University of Iowa)

**Nabors, Murray W.**, Dean of the College of Liberal Arts and Sciences (B.S., Yale College; Ph.D., Michigan State University)

**Neeley, Kristen**, New Student Experience Coordinator (B.S., Missouri Western State University)

**Neely, Levi**, Applications Programmer

**Nesslage, Frederick C.**, Network Administrator (B.S., Rochester Institute of Technology)

**Nicholson, Mike**, Assistant Men's Basketball Coach (B.S.B.A., University of Missouri-Columbia; M.A., University of Missouri-Kansas City)

**Nicoson, Dan J.**, Vice President for University Advancement and Executive Director of the Missouri Western State University Foundation (B.S., University of Indianapolis; M.S., Indiana State University)

**Nold, Letha A.**, Accountant (A.S., B.S.B.A., Missouri Western State University)

**Noyd, Jacob O.**, Operations Engineer (B.S., Missouri Western State University)

**Partridge, Jerry**, Head Football Coach (B.S., Missouri Western State University; M.S., University of Missouri)

**Payne, Peggy M.**, Assistant Director of Admissions/Recruiting (B.A., McPherson College)

**Peralez, Esther**, Vice President for Student Affairs (B.S., Rocky Mountain College; M.S., Montana State University-Billings; Ed.D., University of Minnesota)

**Pickrell, Jena**, Graphic Arts Coordinator (A.A., Highland Community College; B.F.A., Missouri Western State University)

**Plett, Lynn**, Head Women's Basketball Coach (B.A., Tabor College)

**Potter, Steven M.**, Counselor/International Student Advisor (A.A., Southeastern Community College; B.A., University of Northern Iowa; M.A., Northeast Missouri State University)

**Pruitt, Venny L.**, Director of Kansas City Northland Programs (B.S., Missouri Western State University; M.S., Ed.S., Northwest Missouri State University)

**Ritter, Michael R.**, Disability Services Coordinator (B.S., Missouri Western State University)

**Ritter, Michelle L.**, Web Developer (B.A., Missouri Western State University)

**Roach, William J.**, Developmental Math Specialist (A.E., Missouri Western Junior College; B.S., M.S., Northwest Missouri State University)

**Saffell, Steven L.**, Assistant Director and Math Coordinator (A.A., Metropolitan Community Colleges of Kansas City; B.S., Missouri Western State University; M.S. Ed., Northwest Missouri State University)

**Sample, Victoria R.**, Science Stores/Laboratory Coordinator, Departments of Chemistry, Biology (B.S., Missouri Western State University)

**Sanders, Sally**, Director of Human Resources (B.A., University of Missouri-Columbia)

**Schank, Tyson R.**, Associate Director, Admissions (B.S.B.A., Missouri Western State University; M.S., Chadron State College)

**Schneider, Julia L.**, Library Director (A.A., Missouri Western State University; B.A., Northwest Missouri State University; M.A., University of Missouri-Columbia)

**Sharp, Tracy**, Assistant Registrar (B.A., Missouri Western State University)

**Smith, Patsy S.**, Associate Director of Athletics/Senior Woman Administrator (B.S.B.A., Missouri Western State University)

**Smith, Terry L.**, System Administrator/Programmer (A.S., Northwest Missouri Community College; B.S., Missouri Western State University)

**Smith, Tom**, Head Men's Basketball Coach (B.S., Valparaiso University)

**Spotts-Conrad, Cindy S.**, Associate Director, Financial Aid (B.S., Northeast Missouri State University)

**Stoll, Tara**, Video Communications Producer (B.S., Missouri Western State University)

**Swafford, Roger C.**, Public Relations and Marketing Director (A.S., Missouri Western State University; B.A., M.Ed., University of Missouri-Columbia; M.B.A., Indiana Wesleyan University)

**Sweiger, Jamie**, Assistant Director of Admissions/Operations (A.S., B.S.B.A., Missouri Western State University)

**Throckmorton, Todd**, Assistant Football Coach (B.S., Missouri Western State University; M.A., University of South Dakota)

**Triggs, Tay D.**, Assistant Dean of Student Development, Director of Diversity and Inclusion (B.S., M.S., Illinois State University)

**Trotter, Regi**, Assistant Football Coach/Defensive Coordinator (B.A., B.S., Missouri Western State University)

**Tyler, Deatra D.**, SCT HRIS Analyst (B.S.B.A., Missouri Western State University)

**Van Dyke, Steven**, Graphic Arts Coordinator (B.F.A., University of Central Missouri)

**Vartabedian, Robert**, President (B.A., California State University; M.A., Wichita State University; Ph.D., University of Oklahoma)

**Verduzco, Charles "Buzz"**, Head Baseball Coach (B.S., Washington State University; M.S., University of Nevada)

**Warnke, Tyra L.**, Developmental Math Specialist (A.A., McCook Community College; B.A., Wayne State College; M.S., University of Nebraska)

**Weaver, Terry B.**, Library Supervisor, Technical Automation Services (B.S., University of Kansas; M.L.S., University of Missouri-Columbia)

**Webb, Debra L.**, Testing Coordinator (B.S.Ed., Missouri Western State University; M.S.Ed., Northwest Missouri State University)

**Wells, Cindy**, Manager, Web and Multimedia Services (B.A., B.S.E., Missouri Western State University; M.S.Ed., Northwest Missouri State University; Ed.D. (ABD), University of Missouri)

**Wheeler, Beth M.**, Director of External Relations (B.S., Missouri Western State University; M.S., University of Central Missouri)

**Whitsell, J. Bruce**, Grounds/Events Supervisor

**Williams, David**, Director of Athletics (B.A., Augustana College; M.Ed., North Dakota State University)

**Williamson, Tom**, Assistant to the Dean, Craig School of Business (B.S., South Dakota State University; M.P.A., University of South Dakota)

**Willis, Don**, Assistant Dean of Student Services (A.A., Highland Community College; B.S., Northwest Missouri State University; M.S. Emporia State University; abd-Ed.D., University of Kansas)

**Willis, Jamie M.**, Western Institute Office Coordinator (A.A.S., Highland Community College)

**Wood, Gaylen**, Lead Driver



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# Appendix C:

## Faculty

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### ART

**Foley, Rebecca**, Assistant Professor (B.A., Rice University; M.F.A., Indiana University)  
**Fuson, Eric**, Instructor (B.A., Missouri Western State University)  
**Harris, David**, Assistant Professor (B.A., Missouri Western State College; M.F.A., Fort Hays State University)  
**Harris, Teresa**, Associate Professor (B.A., Missouri Western State College; M.F.A., Fort Hays State University)  
**Hriso, Peter**, Assistant Professor (B.S., University of Southern Indiana; M.F.A., The Ohio State University)  
**Lawley, J. Neil**, Assistant Professor (A.S., Trinity Valley Community College; B.G.S., B.F.A., University of Texas at Tyler; M.F.A., Southern Methodist University)  
**Sauls, Allison H.**, Associate Professor and Chairperson (B.A., Huntington College; M.A., University of Georgia; Ph.D., Emory University)  
**Sipp, Geo**, Associate Professor (B.F.A. University of Florida; M.F.A., Clemson University)

### BIOLOGY

**Ashley, David C.**, Professor (B.S., M.S., Bowling Green State University; Ph.D., University of Nebraska)  
**Baker, Jason C.**, Professor (B.S., Ph.D., Kansas State University)  
**Chevalier, Cary**, Associate Professor (B.S., M.S., Arizona State University; Ph.D., University of California)  
**Daggett, Melissa**, Associate Professor (B.S., Kansas State University; Ph.D., University of Lawrence)  
**Eckdahl, Todd**, Professor and Chairperson (B.S., University of Minnesota; Ph.D., Purdue University)  
**Hartman, Kurt**, Assistant Professor (B.S., Bowling Green State University; Ph.D., Ohio University)  
**Hardwick, Cosette**, Assistant Professor (B.S., University of Kansas; DPT, Creighton University)  
**Koy, Karen**, Assistant Professor (B.S., Bowling Green State University; M.S., Indiana University; Ph.D., University of Illinois at Chicago)  
**Mills, Mark**, Assistant Professor (B.S., M.A., University of Nebraska at Omaha; Ph.D., University of Georgia)  
**Nabors, Murray**, Professor (B.S., Yale College; Ph.D., Michigan State University)  
**Rachow, Thomas E.**, Associate Professor (B.S., University of Iowa; M.S., Ph.D., Southern Illinois University)  
**Raffensperger, Maureen C.**, Associate Professor (B.S., University of Nebraska Medical Center; M.S., University of Missouri-Columbia; DPT, Des Moines University)  
**Rushin, John W.**, Professor (B.S., M.S., Indiana State University; D.A., Idaho State University)  
**Walton, Kristen Lee Williams**, Assistant Professor (B.S., Missouri State University; Ph.D., University of North Carolina)

### STEVEN L. CRAIG SCHOOL OF BUSINESS

**Bartles, Denise**, Associate Professor (B.S., Missouri Western State College; J.D., University of Missouri-Kansas City)  
**Butler, Stephen**, Associate Professor (B.S.B.A., Drake University; M.B.A., Ph.D., University of Iowa)

**Chiao, Cheng-Huei (Michael)**, Assistant Professor (B.S., M.S., National Chung-Hsing University; Ph.D., University of Wisconsin-Milwaukee)

**Ertekin, Selcuk (Scott)**, Assistant Professor (B.S., Middle East Technical University; M.B.A., Marmara University; Ph.D., University of North Texas)

**Fowler, Martha Lou**, Associate Professor (B.S., M.S., Northeast Missouri State University)

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**Tarun, Prashant**, Assistant Professor (B.E., Sardar Patel University; M.S., Ph.D., University of Texas at Arlington)

**Zimmer, Richard**, Instructor (B.S., University of Missouri; M.B.A., Rockhurst University)

## CHEMISTRY

**Archer, Leonard J.**, Professor (B.S., Northwest Missouri State University; M.S., Ph.D., University of Nebraska)

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**Ducey, Michael**, Associate Professor (B.S., University of Kansas; Ph.D., University of Michigan)

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**Lorimor, Steven P.**, Associate Professor (B.S., Northwest Missouri State University; Ph.D., Iowa State University)

**Rhoad, Jonathan**, Assistant Professor (A.B., William Jewell College; M.S., Ph.D., The Ohio State University)

**Torres y Torres, Janelle**, Assistant Professor (B.A., Luther College; Ph.D., University of Iowa)

**Woodford, Jeffrey**, Assistant Professor (B.S., Carnegie Mellon University; Ph.D., University of Nebraska-Lincoln)

## COMMUNICATION STUDIES, THEATRE AND CINEMA

**Bond, Christopher**, Assistant Professor (B.S., University of Southern Mississippi; M.S., Mississippi College; Ph.D., University of Memphis); Communication Studies

**Harris, Shawna**, Assistant Professor (B.S., Southern Utah University; M.A., University of Nevada; Ph.D., University of Georgia); Communication Studies

**Henry, Dallas**, Assistant Professor (B.A., University of Saint Mary College; M.F.A., Wayne State University); Theatre

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**Lillie, Donald E.**, Assistant Professor (B.A., M.A., Morehead State University); Theatre  
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**Quillin, Tee**, Assistant Professor (B.A., University of Alabama; M.F.A., Southern Methodist University); Theatre  
**Tapia, John E.**, Professor (B.A., California State University; M.A., University of Massachusetts; Ph.D., University of Arizona); Communication Studies  
**Vartabedian, Robert A.**, Professor (B.A., California State University; M.A., Wichita State University; Ph.D., University of Oklahoma); Communication Studies  
**Wittenberg, Kelly**, Assistant Professor (B.A., University of Nevada; M.F.A., Syracuse University); Theatre  
**Zhang, Mei**, Assistant Professor (B.A., Hangzhou University; B.A., Fudan University; M.A., Ph.D., University of Pittsburgh); Communication Studies

## COMPUTER SCIENCE, MATHEMATICS AND PHYSICS

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**Godfrey, Christopher**, Professor (B.S., University of Central Arkansas; Ph.D., Iowa State University); Physics  
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**Ottinger, Michael B.**, Professor (B.S., M.S., Brigham Young University; Ph.D., University of Texas); Physics  
**Pickett, H. Kent**, Assistant Professor (B.S., M.S., University of Missouri-Rolla); Computer Science  
**Poet, Jeffrey**, Associate Professor (B.A., Ottawa University; M.S., Kansas State University; Ph.D., University of Wyoming); Mathematics  
**Rice, Glenn R.**, Assistant Professor (B.A., Tabor College; M.A., Ph.D., University of Kansas); Mathematics  
**Wang, Tingxiu**, Professor and Chairperson (B.S., Shandong University; M.S., Ph.D., Southern Illinois University); Mathematics  
**Waters, Gavin**, Assistant Professor (B.A., University of Wales; M.S., Ph.D., University of Iowa); Mathematics  
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## CRIMINAL JUSTICE AND LEGAL STUDIES

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## ECONOMICS

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**Hamzaee, Reza**, Professor (B.S., National University of Iran; M.A., University of California-Santa Barbara; Ph.D., Arizona State University)  
**Lawson, Catherine L.**, Professor (B.A., University of Colorado-Denver; M.A., Ph.D., University of Colorado-Boulder)  
**McMurry, Patrick H.**, Professor (B.S., Southwest Missouri State University; M.A., Central Missouri State University; Ph.D., University of Arkansas)  
**Vargha, Nader**, Associate Professor (B.S.E.E., M.A., University of Oklahoma)

## EDUCATION

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## ENGINEERING TECHNOLOGY

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## HEALTH, PHYSICAL EDUCATION AND RECREATION

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**Carter, Susan**, Assistant Professor (B.M., University of Texas; M.M. Texas Christian University; D.M.A., Texas Tech University)  
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**Gilmour, F. Matthew**, Professor and Chairperson (B.M., Missouri Valley College; M.M., D.M.A., University of Missouri-Kansas City)  
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**McNeela, Rico**, Associate Professor (B.M., M.M., University of Michigan)

**Rogers, Dennis G.**, Professor (B.M., M.M., Ph.D., University of Missouri-Kansas City)

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**Daffron, Jeanne**, Professor (A.S., B.S., Missouri Western State College; M.A., University of Missouri-Kansas City; Ph.D., Texas Women's University)

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**Voelkel, Roger**, Assistant Professor (B.S.N., Duke University; M.S.N., University of Oklahoma)

**Wilson, Paula**, Assistant Professor (B.S.N., William Jewell College; M.S.N., University of Missouri-Kansas City)

**Yeh, Pi-Ming**, Assistant Professor (B.S., Taiwan College of Nursing; M.S., Institute of Medicine in Chung-Shan; Ph.D., University of Wisconsin-Milwaukee)

## **POLITICAL SCIENCE, SOCIAL WORK, AND SOCIOLOGY**

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**Dickey, Geraldine**, Assistant Professor (B.S.W., Southern Illinois University; M.S.W., University of Illinois, Urbana-Champaign; Ph.D., University of Missouri-Columbia); Social Work

**Euchner, Jonathan**, Assistant Professor (B.A., University of Northern Iowa; M.A., University of South Carolina; Ph.D., University of Kentucky); Political Science

**Kamali, Ali**, Professor (B.A., National University of Iran; M.A., University of Detroit; Ph.D., Michigan State University); Sociology

**Kibirige, Joachim S.**, Associate Professor and Chairperson (B.A., Makerere University; M.S., Ph.D., University of Missouri-Columbia); Sociology  
**Niles, Michael**, Assistant Professor (A.B., University of Missouri-Columbia; M.S.W., Arizona State University; Ph.D., University of Wisconsin); Social Work  
**Steiniche, David V.**, Professor (B.A., Grinnel College; M.A., University of Wisconsin; Ph.D., University of Nebraska); Political Science  
**Taylor, Edwin A. III**, Assistant Professor (B.A., M.P.A., Montana State University; M.S., Ph.D., University of Oregon); Political Science

## **PSYCHOLOGY**

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**Cronk, Brian**, Professor (B.S., University of Wisconsin-Madison; M.A., Bradley University; Ph.D., University of Wisconsin-Milwaukee)  
**Deka, Teddi S.**, Professor (B.S., M.A., Ph.D., Ohio State University)  
**Henry, Kelly Bouas**, Professor (B.S., William Jewell College; M.A., University of Illinois at Urbana-Champaign; Ph.D., University of Illinois at Urbana-Champaign)  
**Phillips, Russell**, Assistant Professor (B.A., Baldwin-Wallace College; Ph.D., Bowling Green State University)  
**Still, Jeremiah**, Assistant Professor (B.S., Missouri Southern State University-Joplin; M.S., Ph.D., Iowa State University)  
**Still, Mary**, Assistant Professor (B.A., B.S., Missouri Southern State University; M.S., Ph.D., Iowa State University)  
**Wann, Phillip D.**, Professor and Chairperson (B.A., University of Missouri-Columbia; M.A., Ph.D., Carleton University)

## **President Emeriti**

McCarthy, Janet Gorman  
Scanlon, James

## **Dean Emeritus**

Johnson, Martin A.

## **Professors Emeriti**

Anderson, Jerry, Professor Emeritus of Music  
Andresen, William, Professor Emeritus of Biology  
Aschermann, Jerry, Professor Emeritus of Education  
Atkinson, John, Professor Emeritus of Mathematics  
Bagnall, Norma, Professor Emerita of English  
Bishop, George, Professor Emeritus of Computer Science  
Boutwell, Richard, Professor Emeritus of Biology  
Castellani, Joseph, Professor Emeritus of English  
Coyne, Charles, Professor Emeritus of Education  
Crumley, Richard, Professor Emeritus of Biology  
Erickson, Charles, Professor Emeritus of Health, Physical Education and Recreation  
Estes, James, Professor Emeritus of Art  
Esry, Cordelia, Professor Emerita of Nursing  
Evinger, Lee, Professor Emeritus of Biology  
Fields, Mary Jane, Professor Emerita of Education  
Flanagan, Frances, Professor Emerita of English  
Force, Harry, Professor Emeritus of Biology  
Galloway, Leo, Professor Emeritus of Biology  
Galloway, Ruth E., Professor Emerita of English  
Gilgun, John, Professor Emeritus of English  
Gille, Sue, Professor Emeritus of Nursing  
Grechus, James, Professor Emeritus of Health, Physical Education and Recreation  
Greene, Bonnie, Professor Emerita of Health, Physical Education and Recreation  
Greenwald, Barry, Professor Emeritus of Business  
Hansen, Thomas C., Professor Emeritus of Education  
Harmon-Miller, Jeannie, Professor Emerita of Art  
Haynes, Solon Earl, Professor Emeritus of Education  
Heckle, Achsah M., Professor Emeritus of Chemistry  
Hinrichs, Susan, Professor Emerita of Computer Science  
Hoffmann, Rosemary, Professor Emerita of Foreign Languages  
Hughes, John T., Professor Emeritus of Art  
John, David, Professor Emeritus of Mathematics  
Johnston, Ernest, Professor Emeritus of Physics  
Kessler, Frank, Professor Emeritus of Political Science  
Kump, Ferrell, Professor Emeritus of Education  
Lacy, Louise, Professor Emerita of Humanities and Communications  
Lambing, Larry, Professor Emeritus of Chemistry  
Lee, Kenneth, Professor Emeritus of Mathematics  
Long, James L., Professor Emeritus of Physical Education  
Mack, William G., Director Emeritus of Bands  
Magoon, Michael, Professor Emeritus of Foreign Languages  
Mahaffy, Don, Professor Emeritus of Mathematics  
Marion, Marvin, Professor Emeritus of Education  
Mathews, Michael, Professor Emeritus of Music  
McCay, Christa, Professor Emerita of English

**Miller, Jill**, Professor Emerita of Criminal Justice  
**Mitchell, Marian**, Professor Emerita of Business  
**Mullican, Julia**, Professor Emerita of Psychology  
**Mullins, C. Phil**, Professor Emeritus of Philosophy  
**Nelson, G. Barry**, Professor Emeritus of Engineering Technology  
**Owen-Roddy, Gloria**, Professor Emerita of English  
**Pilgram, Henry**, Professor Emeritus of Social Work  
**Porr, Richard**, Professor Emeritus of Education  
**Price, Thomas**, Professor Emeritus of Music  
**Radmacher, Sally**, Professor Emerita of Psychology  
**Riemer, Roberta**, Professor Emerita of Music  
**Robbins, Donald**, Professor Emeritus of Biology  
**Roever, Carol**, Professor Emerita of Business  
**Rogers, Marcia**, Professor Emerita of Office Information Systems  
**Schmitz, Leo**, Professor Emeritus of Mathematics  
**Schwarz, Richard**, Professor Emeritus of Chemistry  
**Shrout, Ethel H.**, Professor Emerita of Business  
**Smith, Russell**, Professor Emeritus of Chemistry  
**Sparks, Isabel**, Professor Emerita of English  
**Stutterheim, Keith**, Professor Emeritus of Engineering Technology  
**Wilkerson, Jerry**, Professor Emeritus of Mathematics  
**Winston, Diana**, Professor Emerita of Education  
**Wolford, Nannette**, Professor Emerita of Health, Physical Education and Recreation  
**Zweerink, Gerald**, Professor Emeritus of Chemistry

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**Zucker, Marjorie**, Assistant Professor of Medical Technology (M.B.B.Ch., University of Witwatersand Medical School)



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# Appendix D: Accrediting Bodies

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## **AACSB International**

Institutional Accreditation  
Steven L. Craig School of Business

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Tampa, FL 33602  
(813) 769-6500  
Fax: (813) 769-6559  
[www.aacsb.edu](http://www.aacsb.edu)

## **American Bar Association (ABA)**

Certificate, Legal Assistant  
AS, Legal Assistant

750 N. Lake Shore Drive  
Chicago, IL 60611  
(312) 988-5000  
e-mail: [info@abanet.org](mailto:info@abanet.org)

## **American Chemical Society (ACS)**

BS, Chemistry

1155 16th Street, NW  
Washington DC 20036  
(202) 872-4600

## **Commission on Accreditation for Health Informatics and Information Management Education (CAHIIM)**

Certificate, Health Information Technology  
AS, Health Information Technology

Accreditation Services  
c/o AHIMA  
233 N. Michigan Avenue, Suite 2150  
Chicago, IL 60601-5800  
(312) 233-1131

## **Commission on Accreditation in Physical Therapy Education**

AAS Physical Therapist Assistant

1111 N. Fairfax Street  
Alexandria, VA 22314  
(703) 706-3245  
Fax: (703) 838-8910

**Commission on Collegiate Nursing Education**

BSN, Nursing

One Dupont Circle, NW, Suite 530  
Washington DC 20036-1120  
(202) 887-6791  
Fax (202) 887-8476

**Council on Social Work Education (CSWE)**

BSW, Social Work

1725 Duke Street, Suite 500  
Alexandria, VA 22314-3457  
(703) 683-8080  
fax: (703) 683-8099

**National Accrediting Agency for Clinical Laboratory Science (NAACLS)**

Clinical Program  
Medical Technology

8410 West Bryn Mawr Ave., Suite 670  
Chicago, IL 60631-3415  
(773) 714-8880  
fax: (773) 714-8886

**National Association of Schools of Music**

BA, Music  
BSE, Music

11250 Roger Bacon Drive, Suite 21  
Reston, VA 20190  
fax: (703) 437-6312  
e-mail: [info@arts-accredit.org](mailto:info@arts-accredit.org)

**National Council for Accreditation of Teacher Education (NCATE)**

BSE, Elementary Education	BSE, French
BSE, Art	BSE, Spanish
BSE, English	BSE, Speech and Theatre
BSE, Music	
Teacher's Certification:	
Biology	Chemistry
Mathematics	Physical Education
Social Sciences	

2010 Massachusetts Avenue, NW  
Suite 500  
Washington DC 20036-1023  
(202) 466-7496  
fax: (202) 296-6620  
e-mail: [ncate@ncate.org](mailto:ncate@ncate.org)

**Technology Accreditation Commission (TAC) of the Accreditation Board for Engineering and Technology, Inc. (ABET)**

BS, Construction Engineering Technology  
BS, Electronics Engineering Technology

111 Market Place, Suite 1050  
Baltimore, MD 21202  
(410) 347-7700  
fax (410) 625-2238

**The Higher Learning Commission**

**A Member of the North Central Association of Colleges and Schools**

Institutional Accreditation - AQIP Participant

30 North LaSalle Street, Suite 2400  
Chicago, IL 60602-2504  
800-621-7440  
fax: (312) 263-7462  
[www.ncahlc.org](http://www.ncahlc.org)

Higher Learning Commission approved sites - Missouri Western State University (main campus) is located at 4525 Downs Drive, St. Joseph, MO 64507 (816-271-4200).

The MWSU Northlands campus is located at 6336 North Lucerne Ave, Kansas City, MO (816-746-1001).

In partnership with Metropolitan Community College (Penn Valley campus located at 3201 Southwest Trafficway, Kansas City, Missouri 64111), Western offers two baccalaureate degree programs, the Bachelor of Science in Nursing at the Penn Valley Health Science Institute 3444 Broadway, Kansas City, MO 64111 and the Bachelor of Science in Education -Early Childhood at the Francis Institute 3201 Southwest Trafficway, Kansas City, MO 64111. For information on either of these degree programs, contact the Western Institute at 816-271-4100.

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