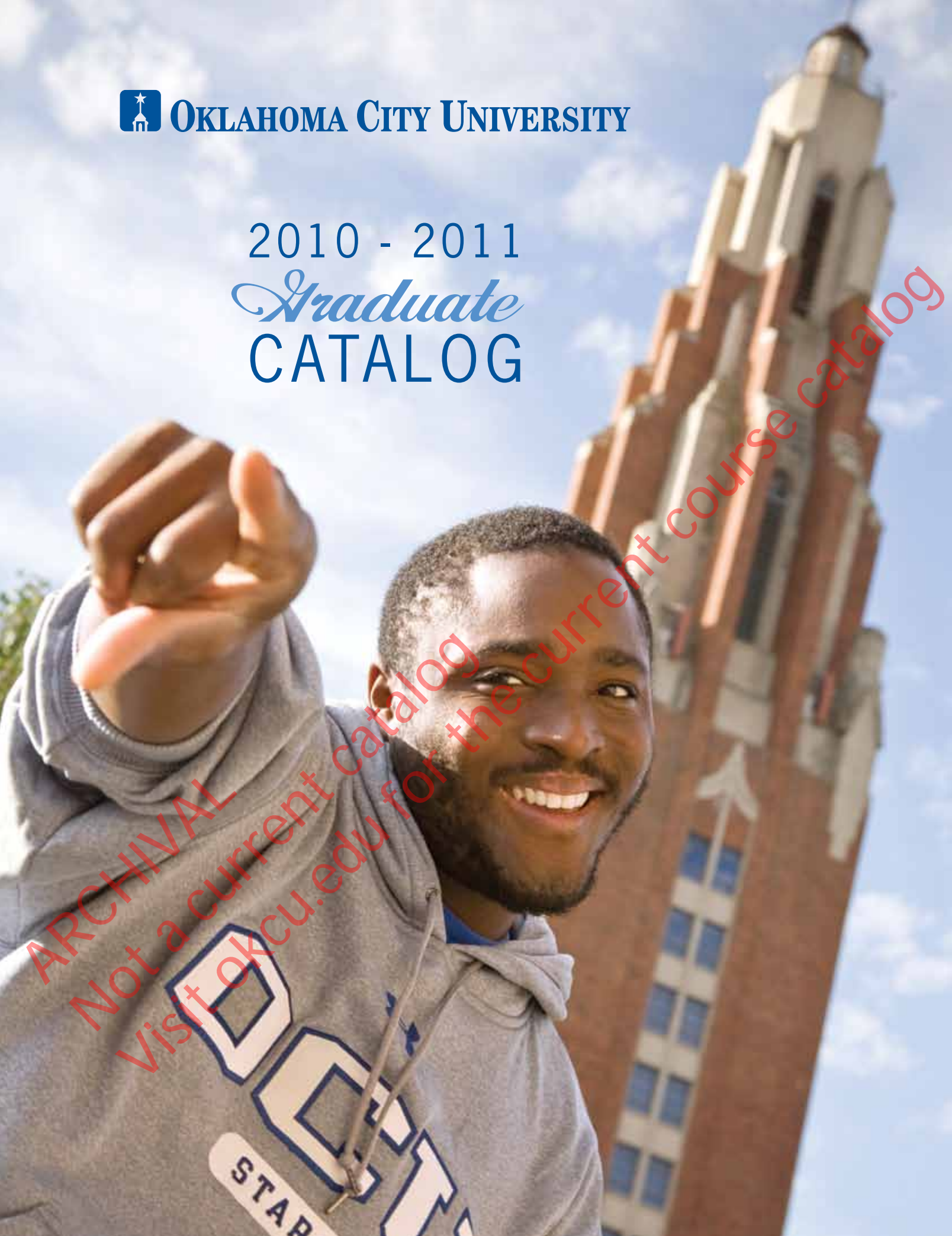




OKLAHOMA CITY UNIVERSITY

2010 - 2011  
*Graduate*  
CATALOG



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# GRADUATE CATALOG



**OKLAHOMA CITY UNIVERSITY**

2501 N. Blackwelder • Oklahoma City, OK 73106 • (405) 208-5000 • (800) 633-7242 • [www.okcu.edu](http://www.okcu.edu)



# OKLAHOMA CITY UNIVERSITY

Oklahoma City University, a private, church-related institution, aspires to be a premier university for the liberal arts and the professions, with respect to

- Academic excellence that cultivates character
- Student success and welfare
- Personalized education that encourages service, leadership, and spiritual growth
- Local community and economic development, including the use of global relationships
- Cultural leadership in our community and state





**P** Parking (requires permit)

★ Emergency Phones

**EMERGENCY?**

**CALL OCU POLICE AT 208-5911.**

- 120. Lambda Chi Alpha
- 210. Kappa Sigma
- 220. Harris Hall
- 221. Draper Hall
- 225. Cokesbury Court Apartments
- 240. Theatre storage
- 310. Sarkeys Law Center
- 311. Walker Hall
- 312. Gold Star Memorial Building  
(Law Library)
- 320. Smith Hall
- 321. Banning Hall
- 322. Centennial Hall
- 323. Aduddell Center (fitness center)
- 330. Gamma Phi Beta
- 331. Student Health Center
- 332. Alpha Phi
- 333. Alpha Chi Omega
- 334. J.R. Homsey Press Box
- 335. C.R. Sutton Baseball Complex
- 336. Dawson-Loeffler Science  
and Mathematics Center
- A1. Jim Wade Stadium
- 400. University Manor Apartments

- 410. Bishop W. Angie Smith Chapel  
(Wimberly School of Religion)  
(The Saint Paul School of Theology)
- 411. Edith Kinney Gaylord Center  
(Ann Lacy School of American  
Dance and Arts Management)
- 420. Tom and Brenda McDaniel  
University Center
- 421. Dulaney-Browne Library  
(Center for Excellence in  
Teaching and Learning)
- 430. Physical Plant (boilers)
- 431. Physical Plant (shops)
- 440. Henry J. Freede Wellness  
and Activity Center
- 450. Ann Lacy Stadium (West building)
- 451. Ann Lacy Stadium (press box)
- 452. Ann Lacy Stadium (East building)
- A2. Ann Lacy Stadium
- A3. Kerr-McGee Centennial Plaza
- 510. Clara E. Jones Administration Building
- 520. Kirkpatrick Fine Arts Center
- 521. Margaret E. Petree Recital Hall

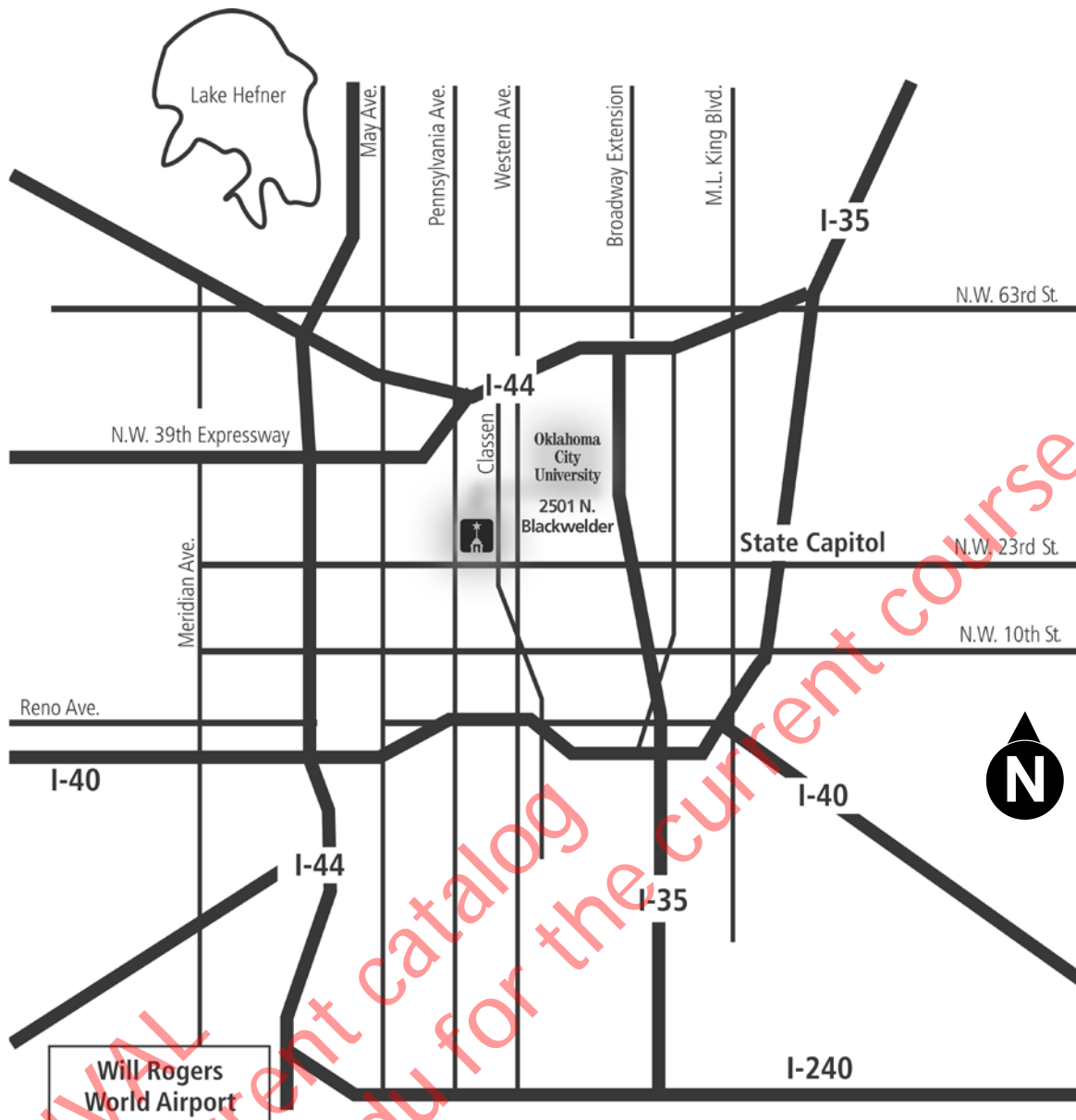


## OKLAHOMA CITY UNIVERSITY

- 522. Wanda L. Bass Music Center
- 530. Walker Center for Arts and Sciences
- 531. Norick Art Center
- 540. Kramer School of Nursing
- A4. Stars Soccer Field
- 611. Rowing facility
- 612. Theatre costume storage
- 613. Lacy Admissions and Visitor Center
- 614. Dance costume storage
- 620. Wilson House (president's home)
- 621. Children's Center for the Arts  
(Oklahoma Children's Theatre)
- 622. Oklahoma United Methodist  
Conference Center
- 630. Meinders School of Business  
(Love's Entrepreneurship Center)



## OKLAHOMA CITY MAP



### DIRECTIONS TO OKLAHOMA CITY UNIVERSITY

From I-35 (north or south): Take I-35 to I-40. Follow I-40 west to Classen Boulevard. Take Classen north to NW Twenty-third Street. Turn left and take Twenty-third to Blackwelder. The campus is on the north side of NW Twenty-third and Blackwelder.

From I-40: Coming from the east, follow the directions for "From I-35" after "Take I-35 to I-40." Coming from the west, take I-40 to Pennsylvania Avenue. Take Penn north to NW Twenty-third Street. Turn east on NW Twenty-third to Blackwelder. The campus is on the north side of NW Twenty-third Street between Pennsylvania and Blackwelder avenues.



**GENERAL INFORMATION**

The University ..... 7  
 Accreditation..... 7  
 Assessment..... 8  
 Mission ..... 8  
 Diversity ..... 9  
 Oklahoma City..... 9  
 Graduate Degree Programs ..... 10

**GRADUATE ADMISSION**

General Admission Policy ..... 12  
 Graduate Transfer Credit..... 12  
 Nondegree-Seeking Student Admission ..... 12  
 International Graduate Admission Procedure..... 13

**EXPENSES AND FINANCIAL AID**

General Financial Information..... 15  
 Rules Governing Payment of Tuition ..... 15  
 Special Service Fees ..... 15  
 Veterans Benefits ..... 16  
 Tuition Adjustments ..... 16  
 Financial Assistance ..... 17  
 Endowed Scholarships..... 19  
 Endowed Chairs and Professorships ..... 20

**STUDENT SERVICES**

On-campus Housing..... 23  
 Student Life ..... 23  
 Extracurricular Activities ..... 24  
 Cultural Enrichment Events..... 26  
 Student Assistance Services ..... 26  
 Policies on Student Privacy  
 and Sexual Harassment ..... 27

**ACADEMIC REGULATIONS**

General Requirements..... 30  
 Thesis and Capstone Project Enrollment and  
 Grading Policy..... 32  
 Academic Honesty ..... 33  
 Academic Probation and Dismissal ..... 36  
 Graduation Procedures and Commencement..... 36

**UNIVERSITY SERVICES AND PROGRAMS**

International Education..... 39  
 Center for Interpersonal Studies Through Film  
 and Literature ..... 40  
 Dulaney-Browne Library..... 41  
 Computer and Information Resources ..... 41  
 Career Services ..... 42  
 Learning Enhancement Center ..... 42  
 ELS Language Centers ..... 42

**ACADEMIC DEGREE PROGRAMS**

Petree College of Arts and Sciences..... 43  
     School of Adult and Continuing Education..... 45  
         Master of Arts in Mass Communications..... 46  
         Master of Liberal Arts ..... 46  
 School of Liberal Arts and Sciences..... 48  
     Master of Arts in Applied Sociology—  
         Nonprofit Leadership ..... 49  
     Master of Arts in Teaching English to  
         Speakers of Other Languages ..... 50  
     Master of Education in  
         Applied Behavioral Studies ..... 51  
     Master of Education ..... 53  
     Master of Fine Arts in Creative Writing..... 54  
     Master of Science in Criminology..... 55  
     Master of Science in Health and  
         Human Performance..... 56  
 Wimberly School of Religion and  
 Graduate Theological Center ..... 58  
     Certification Studies in the United  
         Methodist Church ..... 59  
     Master of Religious Education ..... 59  
 Meinders School of Business..... 62  
     Master of Business Administration ..... 64  
     Master of Science in Accounting..... 68  
     Master of Science in Computer Science..... 71  
 School of Law ..... 73  
 Ann Lacy School of American Dance and  
 Arts Management..... 75  
     Master of Fine Arts in Dance ..... 76  
 Wanda L. Bass School of Music ..... 78  
     Master of Music ..... 81  
 School of Theatre..... 83  
     Master of Arts in Theatre ..... 85  
 Kramer School of Nursing..... 86  
     Master of Science in Nursing..... 87  
     Doctor of Nursing Practice..... 88  
     Doctor of Philosophy ..... 89

**GRADUATE COURSE DESCRIPTIONS ..... 91**

**UNIVERSITY TRUSTEES, ADMINISTRATORS,  
 FACULTY, AND STAFF ..... 119**

**INDEX ..... 127**



# GENERAL INFORMATION

**THE UNIVERSITY**

**ACCREDITATION**

**MISSION**

**ASSESSMENT**

**DIVERSITY**

**OKLAHOMA CITY**

**UNDERGRADUATE MAJORS**

**GRADUATE DEGREE PROGRAMS**



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## THE UNIVERSITY

Oklahoma City University is one of the nation's highly respected educational institutions. A private, United Methodist-related university, Oklahoma City University combines a unique blend of tradition, quality, community, and innovation. *U.S. News and World Report* consistently ranks Oklahoma City University among the best master's level institutions in the region.

The university traces its roots to Epworth University, chartered in 1904 as a joint venture of the Methodist Episcopal Church and the Methodist Episcopal Church, South (now the combined United Methodist Church), and the Oklahoma City Trade Club (now the Greater Oklahoma City Chamber of Commerce). From 1911 to 1922, the university was located in Guthrie, Oklahoma, and known as the Methodist University of Oklahoma. Oklahoma City University has been at its present location at NW Twenty-third Street and Blackwelder Avenue in Oklahoma City since 1922, when what is now the Clara E. Jones Administration Building was completed.

Located in the capital city, Oklahoma City University's beautiful campus occupies over ninety-two acres in a

diverse and vibrant metropolitan area. The architecture on campus is a pleasing blend of American collegiate, gothic, and functional contemporary.

A broad spectrum of courses is offered through the Petree College of Arts and Sciences, with its School of Adult and Continuing Education, School of Liberal Arts and Sciences, School of Visual Arts, and Wimberly School of Religion and Graduate Theological Center; the Meinders School of Business; the Margaret E. Petree College of Performing Arts with its Ann Lacy School of American Dance and Arts Management, Bass School of Music, and School of Theatre; the School of Law; and the Kramer School of Nursing.

Saint Paul School of Theology at Oklahoma City University (SPST at OCU) is a United Methodist-affiliated seminary accredited by the Association of Theological Schools, the Higher Learning Commission of the North Central Association of Colleges and Schools, and the University Senate of the United Methodist Church. SPST at OCU offers the Master of Divinity degree. The School's mission states the following: Rooted in the Wesleyan tradition and committed to inspiring passion for ministry in diverse Christian bodies, Saint Paul School of Theology educates leaders to make

## ACCREDITATION

Oklahoma City University is approved by the University Senate of the United Methodist Church. Oklahoma City University and many of its academic programs are accredited by nationally recognized organizations. The following information is provided so students may contact accrediting organizations:

### Oklahoma City University

The Higher Learning  
Commission of the North  
Central Association of  
Colleges and Schools  
30 North LaSalle St., Ste. 2400  
Chicago, IL 60602  
(312) 263-0456  
(800) 621-7440  
www.ncahlc.org  
Accredited since 1951

### Petree College of Arts & Sciences

Oklahoma Commission for  
Teacher Preparation  
3545 N.W. 58th Street, Suite 200  
Oklahoma City, OK 73112  
www.octp.org  
(405) 525-2612  
Accredited since 1997

### Montessori Accreditation

Council for Teacher Education  
524 Main Street, Suite 202  
Racine, WI 53403  
(262) 898-1846  
www.macte.org  
Accredited since 1991

### Meinders School of Business

Association of Collegiate  
Business Schools  
and Programs  
7007 College Blvd., Ste. 420  
Overland Park, KS 66211  
(913) 339-9356  
www.acbsp.org  
Accredited since 1997

### School of Law

American Bar Association  
321 North Clark Street  
Chicago, IL 60654  
(312) 988-5000  
www.abanet.org  
Accredited since 1960

### Wanda L. Bass School of Music

National Association of  
Schools of Music  
11250 Roger Bacon Dr., Ste. 21  
Reston, VA 20190  
(703) 437-0700  
www.nasm.arts-accredit.org  
Accredited since 1944

### Kramer School of Nursing

National League for Nursing  
Accrediting Commission  
3343 Peachtree Rd., NE, Suite 500  
Atlanta, GA 30326  
(800) 669-1656  
www.nlnac.org  
B.S.N. Accredited since 1985  
M.S.N. Accredited since 2007

Oklahoma Board of Nursing  
2915 N. Classen Blvd, Ste. 524  
Oklahoma City, OK 73106  
(405) 962-1800  
www.ok.gov/nursing  
Approved since 1981

disciples for Jesus Christ, renew the church, and transform the world. For more information about SPST at OCU, see [www.spst.edu](http://www.spst.edu).

Oklahoma City University takes pride in its dual role as Oklahoma City's university and the United Methodist university of Oklahoma. Its students come from all of the fifty states in the United States and from fifty-seven countries throughout the world.

Oklahoma City University has designed a program to bring together outstanding faculty, exceptional students, excellent teaching facilities, and the most advanced and innovative ideas in curriculum and teaching methods. Because of the personal involvement possible on a small campus, Oklahoma City University students are known as individuals by fellow students and professors and benefit from the personalized education offered by the university's low student-faculty ratio of 12:1.

With a 106-year tradition of church-related service and academic excellence, Oklahoma City University today is a vital institution with a growing reputation as a center of quality,

personalized, values-conscious higher education.

Oklahoma City University holds membership in the Oklahoma Independent College Foundation, the National Association of Independent Colleges and Universities, the National Association of Schools and Colleges of the United Methodist Church, the National Association of Intercollegiate Athletics, the Oklahoma Association of Independent Colleges and Universities, and the Council on Undergraduate Research. It is on the approved list of the American Association of University Women.

The Kramer School of Nursing is a member of the Council of Baccalaureate and Higher Degree Programs of the National League for Nursing. The School of Law is a member of the Association of American Law Schools. Oklahoma City University is an equal educational opportunity institution.

## ASSESSMENT

Assessment is an integral part of the strategic planning process for Oklahoma City University. New and continuing students to the university will be asked to participate in the assessment process. Students near the end of their academic

## MISSION

Oklahoma City University embraces the United Methodist tradition of scholarship and service and welcomes all faiths in a culturally rich community that is dedicated to student welfare and success. Men and women pursue academic excellence through a rigorous curriculum that focuses on students' intellectual, moral, and spiritual development to prepare them to become effective leaders in service to their communities.

### CORE BELIEFS AND VALUES

Oklahoma City University is guided by the following core beliefs and values:

#### ■ Academic Excellence

We believe that a university dedicated to excellence will enable each student to acquire the critical and analytical thinking skills, broad base of knowledge, and capacity to communicate effectively required for both personal success and capacity for leadership in service to communities.

#### ■ A Personal Approach

We aspire to treat each member of this community as an individual with distinct needs for fostering his or her success and welfare.

#### ■ A Religious Dimension

We seek to create a university community in which every member consciously cultivates ethical and humane behavior.

#### ■ Service to the Community and Service Learning

We believe that excellence in education and development of the intellectual, moral, and spiritual capacities of students are best fostered when faculty, students, and staff actively use their knowledge and skills to assist others in our wider communities.

#### ■ A Culturally Rich Community

We believe that a university flourishes only when it exposes the members of its community to cultural perspectives different from that of the place in which the university is rooted.

#### ■ Student Success and Welfare

We believe that this university should consciously provide its graduates with a foundation for the acquisition of the knowledge, skills, and experience necessary for success in the vocations our graduates will pursue in the years to come.

### OKLAHOMA CITY UNIVERSITY PURSUES THESE BELIEFS AND VALUES BY PROVIDING THE FOLLOWING:

- undergraduate, graduate, and professional academic programs that emphasize, examine, and encourage intellectual, moral, and spiritual experience and growth.
- lifelong learning programs empowering individuals to lead productive and creative lives.
- activities that enhance and support the quality of campus life.
- programs that foster physical fitness and good health.
- service to a global community of learners.
- opportunities for worship and service in the Christian and other traditions.
- cultural and aesthetic opportunities for the community.

plan of study participate in outcomes assessment for their major field of study. Other constituencies of the institution also are asked about their satisfaction as part of the assessment process for system improvement.

## DIVERSITY

Oklahoma City University celebrates and seeks diversity in all its forms—from human qualities of gender, race, sexual orientation, and disability to diversity of ideas regarding religious beliefs, cultural identities, and political and social convictions. It is understood that the intersections of varied populations and ideas enrich lives while developing personal values based on expansive interactions with those with whom common experiences are shared and those with whom few experiences are shared. Diversity enriches academic, professional, and personal opportunities and is the source of strength and empowerment for all.

Oklahoma City University actively seeks all forms of diversity among the faculty, staff, and administration, and pursues programming—both in and beyond the classroom—that examines and responds to the world of ideas from an ethical stance shaped by knowledge rather than by prejudice.

## OKLAHOMA CITY

Oklahoma City, the capital of Oklahoma, offers a wide variety of cultural, civic, religious, entertainment, and sports events in the unique setting of modern facilities and old-fashioned Western hospitality. Oklahoma City is a dynamic, growing metropolitan with a wide range of opportunities to offer its students.

From the state capitol and the center of Oklahoma's

political and governmental activity, to the cultural offerings of the Oklahoma City Philharmonic, Lyric Theatre, Ballet Oklahoma, and more; to the attractions of the National Cowboy and Western Heritage Museum, Oklahoma Museum of Art, the National Softball Hall of Fame, the Oklahoma History Center, the Firefighters' Museum, the Oklahoma City Zoo and Omniplex, Bricktown, and professional baseball, basketball, and hockey, Oklahoma City stands as a vibrant, growing metropolitan center of the Southwest.

Out-of-state students are able to make use of the excellent transportation facilities available to the city. Oklahoma City is linked by interstate highways to other major cities in the region, and the city's Will Rogers International Airport, one of the busiest in the region, provides commercial service coast-to-coast as well as international flights to Asia, Europe, and South America.

The university campus is located near the center of Oklahoma City. While close to the business community, the state capitol, and all the conveniences of a major city, the campus itself boasts a quiet, natural setting.

Oklahoma City University students are involved in the life of the city through participation in cultural events, through internships and service-learning projects in governmental and social agencies, and through extracurricular activities that involve the city's many resources and facilities. The multitude of opportunities and activities in a growing metropolis area such as Oklahoma City offer an added dimension to the high quality of education available at Oklahoma City University.



## GRADUATE DEGREE PROGRAMS

Most of Oklahoma City University's graduate degrees have an "area of emphasis." This helps students to choose the field of study for which they are best suited within a degree program. This focused area of study will develop and complement students' interests, abilities, and goals and will ultimately give them the best possible preparation for careers in their respective fields.

The university offers the following degrees:

### Doctor of Nursing Practice (D.N.P.)

### Doctor of Philosophy in Nursing (Ph.D.)

### Juris Doctor (J.D.)

see Law School catalog

### Juris Doctor (J.D.)/Master of Business Administration (M.B.A.)

### Master of Arts (M.A.)

Applied Sociology—  
Nonprofit Leadership

Teaching English to Speakers  
of Other Languages

Technical Theatre  
Costume Design  
Scene Design

Theatre

Theatre for Young Audiences

### Master of Business Administration (M.B.A.)

Accounting

Finance

Generalist

Health Administration

Human Resources

Information Technology

International Business—Finance

International Business—  
Information Technology

International Business—  
Marketing

Marketing

Project Management

### Master of Education (M.Ed.)

Applied Behavioral Studies  
Professional Counseling

Early Childhood Education  
American Montessori  
Certification

Elementary Education  
American Montessori  
Certification

### Master of Fine Arts (M.F.A.)

Dance

Creative Writing

### Master of Liberal Arts (M.L.A.)

General Studies

Leadership/Management

### Master of Music (M.M.)

Conducting

Music Composition

Music Theater

Opera Performance

Performance

Vocal Coaching

### Master of Religious Education (M.R.E.)

### Master of Science in Accounting (M.S.A.)

### Master of Science (M.S.)

Computer Science

General

Database Systems

Criminology

Health and Human Performance

### Master of Science in Nursing (M.S.N.)

Nursing Administration

Nursing Education

### Master of Science in Nursing (M.S.N.)/Master of Business Administration (M.B.A.)



**GENERAL ADMISSION POLICY**

**TRANSFER CREDIT**

**NONDEGREE-SEEKING STUDENTS**

**INTERNATIONAL STUDENTS**

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current course catalog

## GENERAL ADMISSION POLICY

Oklahoma City University is interested in graduate students who want to learn. Careful consideration is given to each application. Important factors to be considered are undergraduate records and recommendations from academic counselors, desirable traits of character and personality, and the interests and goals of the applicant in relation to the graduate programs of study offered by the university. In the quest for academic excellence, preference will be given to those applicants whose evidence of academic fitness and professional promise indicates that they are particularly qualified to study in the graduate programs at Oklahoma City University.

### Admission Requirements

Admission to Oklahoma City University's graduate programs is open to all students holding bachelor's degrees from regionally accredited colleges or universities and meeting the criteria indicating high potential to succeed in graduate-level work. The academic unit holds final authority over admission decisions regarding entry into its programs. Please see the Academic Degree Programs section in this catalog for specific admission information. All graduate programs require a minimum cumulative GPA of 3.0 for admission, based on the undergraduate or most recent degree, or proof of proficiency on a standardized examination approved by the Graduate Council.

**Admission on Probation:** Admission may be granted on a case-by-case basis to applicants who do not meet the minimum GPA requirement or other academic standards. No applicant will be admitted on probation with a cumulative GPA below 2.75 except by permission of the dean.

### Admission Procedure

All application material must be sent directly to the following:

**Office of Admissions, Oklahoma City University  
2501 North Blackwelder, Oklahoma City, OK 73106**

**Application:** Submit a completed paper application to the Office of Admissions or apply online at [www.okcu.edu/admissions/graduate/apply.aspx](http://www.okcu.edu/admissions/graduate/apply.aspx). Include a statement of purpose of 150 to 200 words describing your reasons for pursuing graduate study and your academic and professional interests and goals.

**Application Fee:** Attach a nonrefundable fee of \$50.

**Transcripts:** Unofficial or photocopies of transcripts from all colleges or universities attended may be included with the application; however, official transcripts must be mailed directly to the Office of Admissions from the colleges and universities attended.

**Letters of Recommendation:** Two letters of recommendation are required for admission from persons able to comment on professional and academic ability with preference that at least one letter comes from an academic advisor. They may submit the letters electronically at [www.okcu.edu/graduate/recommendation/](http://www.okcu.edu/graduate/recommendation/) or by mail to the Office of Admissions.

Students applying to the Master of Music (M.M.) program must arrange an audition with the Bass School of Music: [www.okcu.edu/music/audition.aspx](http://www.okcu.edu/music/audition.aspx). Students applying for the Master of Fine Arts in dance (M.F.A.) must arrange an audition through the Dean of the Ann Lacy School of

Dance and Arts Management: [www.okcu.edu/Dance\\_amgt/audition.asp](http://www.okcu.edu/Dance_amgt/audition.asp).

### Candidacy

Admission means only that the student will be permitted to enroll for courses in the various programs. It does not imply that the graduate student will be accepted for candidacy. See Acceptance to Candidacy for selected graduate programs of study.

The university reserves the right to deny admission or continued enrollment. The university does not discriminate against any individual because of race, color, religion, national origin, gender, age, handicap or disability, sexual orientation, or veteran status.

## TRANSFER CREDIT

Transfer credit is approved by the dean of the student's school only after the student has been admitted to Oklahoma City University. Petitions for transfer of graduate credit must be submitted to the dean of the student's school. No course credit may be transferred unless the grade received was at least a B (3.0 on a 4.0 scale) from a regionally accredited institution or appropriately accredited institution located outside the U.S. Correspondence courses are not accepted toward a graduate degree.

Transfer credit for institutions outside of the U.S. must be fully recognized by the appropriate accrediting body (such as the Ministry of Education) in the country of origin. The Office of International Admissions will determine the accreditation of institutions outside the U.S. International students may not receive credit for English as a Second Language courses taken at U.S. colleges, and students may not receive credit for English language courses taught in countries where the medium of instruction is a language other than English.

Transfer credit will not be granted until official transcripts of all graduate work completed at regionally accredited U.S. institutions have been received by the Registrar and official transcripts for graduate work completed at institutions outside the U.S. have been received by the Office of International Admissions. The dean or director of the graduate program is responsible for granting transfer credit. See additional school- or program-specific requirements related to acceptance of graduate transfer credit.

## NONDEGREE-SEEKING STUDENT ADMISSION

A student who does not wish to work toward an advanced degree, but who seeks to earn graduate credits for appropriate courses may enter graduate school as a nondegree-seeking student. In the event the student is subsequently admitted to a graduate program for an advanced degree, a maximum of 12 credits taken as a nondegree-seeking student may be used retroactively in meeting the student's credit requirement for a degree.

### Undergraduate/Graduate Concurrent Enrollment

Undergraduate students who have fewer than 9 credit hours remaining to complete a bachelor's degree and wish to enroll concurrently in graduate courses may seek conditional admission to a graduate program. Once admitted, the student is limited to 6 graduate-level credit hours in that program. The student must complete his or her under-

graduate degree prior to enrolling in a second semester of graduate study.

### Admissions Inquiries

For information concerning graduate programs at Oklahoma City University, contact the Office of Admissions at (405) 208-5351 or (800) 633-7242, visit our Web site at [www.okcu.edu/graduate](http://www.okcu.edu/graduate), or contact us by e-mail at [gadmissions@okcu.edu](mailto:gadmissions@okcu.edu).

## INTERNATIONAL GRADUATE ADMISSION PROCEDURE

Oklahoma City University currently has students from over fifty countries studying in the undergraduate and graduate programs. The university is authorized under federal law to enroll nonimmigrant alien students.

### Admission of International Students

All international student applications, graduate and undergraduate, are processed by the International Admission Office. Applications and information may be obtained by e-mailing [ia@okcu.edu](mailto:ia@okcu.edu) or by writing

**International Admission Office**  
**Oklahoma City University**  
**2501 North Blackwelder**  
**Oklahoma City, OK 73106 U.S.A.**

### Oklahoma City University International Student English Proficiency Policy

International students from non-English speaking countries (as indicated in the Cambridge Encyclopedia of Languages, 2003) must demonstrate proof of English proficiency by meeting one of the following:

#### Unconditional admission (one of the following.):

1. 80 on the internet-based (iBT) TOEFL or equivalent on another appropriate English proficiency assessment (e.g. TOEFL PBT (paper-based test), IELTS, PTE).
2. Completion of level 112 of the intensive program at an ELS Language Center.
3. Two years attendance and graduation from high school in an English\* speaking country with the minimum GPA required for admission to OCU.
4. Two semesters at a US regionally accredited higher education institution with a minimum of 24 transferrable credits including 12 credits of which are the equivalent to the Oklahoma City University General Education Courses and be in good academic standing.

#### OR Provisional Admission (one of the following.):

1. 61-79 on the internet based (iBT) TOEFL or equivalent appropriate English proficiency assessment (e.g. TOEFL PBT (paper based test), IELTS, PTE).
2. 550 on the institutional TOEFL taken at Oklahoma City University. Those entering under this option are required to take additional speaking and writing assessments conducted by Oklahoma City University. Please see specific guidelines for students taking the Institutional TOEFL.

#### Current English-speaking countries as listed in the Cambridge Book of Languages:

American Samoa, Anguilla, Antigua/Barbuda, Australia, Bahamas, Barbados, Belize, Bermuda, British Guyana, Canada(except Quebec), Cayman Islands, Dominica, Falkland Islands, Fiji, Grenada, Guam, Guyana, Ireland, Jamaica/other West Indies, Liberia, Montserrat, New Zealand, Sierra Leone, South Africa, St.

Helena, St. Kitts and Nevis, St. Lucia, St. Vincent, Trinidad and Tobago, Turks and Caico Isle, United Kingdom, Virgin Islands, and US Pacific Trust.

The Office of International Admissions will maintain the equivalency chart of appropriate English proficiency assessments. Both undergraduate and graduate programs may require score(s) higher than those listed above. Check for specific department admissions criteria.

Conditional admission may be given for many programs if the applicant indicates that he or she will be studying at the ELS Language Center located on the Oklahoma City University campus. For applications and information about intensive English training, write to:

**ELS Language Centers, 1915 NW 24th Street**  
**Oklahoma City, OK 73106, USA**  
**[www.els.edu](http://www.els.edu) • [okc@els.edu](mailto:okc@els.edu)**

### Institutional TOEFL Policy

If a student does not meet the English Proficiency requirements as stated above or doesn't have an official TOEFL score on file at the university, he or she may take the Institutional TOEFL for purposes of meeting admissions standards. If the student scores below 550 on the Institutional TOEFL, he or she may not be admitted. The student must attend language training, such as ELS, and may not begin an academic program.

If the student's score on the Institutional TOEFL is 550 or better, the student must also take the SPEAK test or Test of Spoken English (TSE) and the Test of Written English (TWE). All students who meet the standards of written and spoken English as determined by a faculty committee will be admitted to the university on a provisional basis. Students will be evaluated on an individual basis for unconditional admission based on their performance on the TSE and TWE.

If admitted provisionally, the student must meet the following conditions:

1. Graduate students will be limited to 9 hours of academic courses which are predetermined by the student's academic advisor who will continue to assess the student's English abilities **AND**
2. Must make 3.0 GPA in the first semester **OR**
3. Take IBT TOEFL and submit an admissible score as determined by the regular admissions standards set forth by each department.

If a student fails to meet these provisions, the student will not be allowed to enroll the following semester and will have to return to language training such as ELS and complete level 112, or present a TOEFL IBT 80 (or appropriate score as determined by department).

### Financial Support

International applicants must submit a certified letter of support from a sponsor, family member, or other source showing that they have the funds to study at Oklahoma City University. Students must have adequate financial resources to provide for educational and living expenses.

### Transcript Evaluation

Any applicant, whether international or domestic, who holds a degree from a college or university outside the United States, must have transcripts from that institution evaluated by Oklahoma City University's International Admission Office.



**GENERAL FINANCIAL  
INFORMATION**

**RULES GOVERNING PAYMENT  
OF TUITION**

**SPECIAL SERVICE FEES**

**VETERANS BENEFITS**

**TUITION ADJUSTMENTS**

**FINANCIAL ASSISTANCE**

**ENDOWED SCHOLARSHIPS**

**ENDOWED CHAIRS AND  
PROFESSORSHIPS**



**ARCHIVAL**  
Not a current catalog  
Visit [okcu.edu](http://okcu.edu) for the current course catalog



## GENERAL FINANCIAL INFORMATION

Tuition is the same for all students, whether residents or nonresidents of Oklahoma. Tuition rates are published annually in a separate tuition and fees announcement.

Tuition for courses taken on an audit basis will be assessed a nonrefundable audit rate of \$150 per credit hour. Laboratory and class fees are charged at a flat-fee basis in addition to tuition.

A music student will pay the general tuition, which includes two half-hour lessons. Charges for additional lessons and for those not required in the curriculum are based on the individual teacher's fees. (Contact the Bass School of Music for a list of the teachers and their individual fees.) Special practice arrangements will be made for the student enrolled only in applied music. An applied music fee will be charged to any student enrolled in applied music. For applied vocal music classes, an additional charge is assessed for the accompanist.

## RULES GOVERNING PAYMENT OF TUITION

All tuition charges and fees are due on the first day of class for each semester or term according to the official Oklahoma City University academic calendar. Students, at the discretion of Student Financial Services Office, may be allowed to contract for an installment payment plan provided all prior charges have been paid in full.

Installment payment plans for fall and spring semesters will be allowed as follows: one-fourth of the unpaid balance after financial aid, if any, has been taken into consideration, will be due on the published first day of class. Three additional payments will be due in accordance with the installment payment plan. Installment payment plans for the summer semesters will be allowed as follows: one-half due on the published first day of class and the remaining half due according to the installment plan. If the unpaid balance is paid within ten days of the due date of the first installment, no interest will be charged; otherwise, interest at the rate of 16 percent APR will be charged to the account.

Students are required to enroll in an installment plan for each semester by accessing their account through Star Access and enrolling online prior to the beginning of the semester. If the installment plan enrollment is not processed, payment must be made in full by the published first day of class for each semester.

Students awarded financial aid in the form of work-study should be aware that this form of aid is not considered in determining the balance due in tuition, fees, and room and board for the semester. Students who so choose may request their work-study checks be forwarded by the Payroll Office to Student Financial Services to be applied to their

accounts. Interest will be applied to the financed portion of the account, including the work-study portion.

If tuition charges and fees are to be paid by a third party other than the student's family or financial aid, a written authorization from the third party must be presented at the time of enrollment; otherwise the student will be required to meet the financial requirements listed above. Veterans attending the university under the G.I. Bill are required to comply with the same rules governing nonveteran obligations.

No student will be allowed to enroll in any semester or term if his or her account is past due. No student will be given a letter of good standing, transcript, or diploma until all financial obligations to the university are paid.

All tuition, fees, and charges made by the university are payable at Student Financial Services Office. Students may also make payments to their accounts online via their Oklahoma City University BlueLink Account.

Payments to student accounts are applied first to tuition and fees and then to other charges. The only exception to this application of payment is donor restriction on a gift or endowed scholarship.

## SPECIAL SERVICE FEES

Fees are published annually in a separate tuition and fees announcement. The following is a list of typical fees. All fees are subject to change annually.

- There is a student services fee assessed during each semester in which a student is enrolled.
- An annual parking permit is required of all students for on-campus parking.
- All students pay a safety and crisis preparedness fee, which is used to sustain and enhance campus safety and crisis preparedness.
- All students pay an athletics fee, which sustains and enhances university athletics, athletic facilities, and the processes and personnel needed to deliver high quality athletic events and programs.
- A technology fee for access to the academic computer system is charged to all students each semester.
- All students pay the academic enrichment fee on a per-credit basis. This fee funds the university's assessment program and enhances academic programs and opportunities for all students.
- All students pay the university facility fee. This fee supports the university's facilities and grounds. A large portion—almost 90 percent—of this fee funds the annual debt service costs of the expanded wellness facilities. The remainder of the funds are available for campus-wide facility improvements.
- All non-law students pay the Dulaney-Browne Library fee. This fee supports the collections, facilities, and services of the Dulaney-Browne Library, including the

costs of online computerized library service available to all students both on and off campus.

- An international student fee and international student insurance fee are charged each semester. All fees are mandatory for international students.
- A health service fee is assessed to all students (fall and spring semesters). The Office of Student Health and Disability Concerns is staffed by a full-time registered nurse who is available to assist students in resolving many health-related issues. This fee is included in the student service fee.
- Students enrolling late will be charged a late registration fee. Those who pre-enroll and pay late will be charged a late payment fee.
- All new graduate students are charged a new graduate student orientation fee, which covers the costs of providing services and resources that promote academic success for new graduate students.
- Charges for tests given to persons not enrolled in the university vary depending upon the test taken.
- All students pay a one-time comprehensive records fee for each degree earned. Payment of this fee entitles Oklahoma City University students and alumni to copies of their official transcripts at no additional charge. The registrar reserves the right to limit the number of official transcripts an individual may receive within a particular time period.

## VETERANS BENEFITS

A Veterans Service Office is operated by Oklahoma City University as a service to the veteran student. It neither sets policy nor administers V.A. programs. University personnel assigned to the office process the forms as a service to the student who is claiming V.A. educational benefits and act as liaisons between the student and the Veterans Affairs Regional Office. Students who wish to receive benefits must report to the Oklahoma City University certifying official in the Registrar's Office each semester to fill out a request for certification. For further information, please contact the Veteran's Service Office.

## Adding and Dropping Courses

Procedures and deadlines for adding and dropping classes are described in the Academic Regulations section of this catalog.

## Withdrawals

Students unable to remain at the university to complete their courses for the term should process a full withdrawal. Procedures for withdrawal from all classes are described in this catalog under Academic Regulations. Full withdrawals from the university are not complete until the withdrawing student is counseled by a financial aid representative and validated by Student Financial Services. Tuition adjustments, if any, are based on the last date of attendance. (See also "Return of Unearned Federal Title IV Funds" under Financial Assistance.)

## TUITION ADJUSTMENTS

Each term has a published first day of class as outlined in the academic calendar. A 100 percent tuition adjustment is made for varying time periods beginning with the published first day of class. After this period, there will be no further adjustments. The time periods vary as follows:

**Fall and spring semesters**—up to and including Friday after ten semester class days.

**Summer and accelerated cycles**—up to and including the first Thursday of classes.

Refunds for financial aid on student accounts in excess of charges may be requested from the Student Financial Services Office. No refunds are made against financial aid, which must be returned upon student withdrawal, until after the end of the third week of fall and spring semesters or the second week of summer semesters. Such aid would include Perkins Loans, Pell Grants, Supplemental Educational Opportunity Grants (SEOG), and any other aid which would be cancelled upon student withdrawal.

All refunds are made by direct deposit. Contact the Student Financial Services Office for details.

## E-Mail

The university e-mail system will be utilized as the official method of communication. Each student is given an e-mail account and expected to use and maintain that account. Official university correspondence such as financial aid and billing, as well as campus activities will be sent via e-mail to the Oklahoma City University e-mail system.

Each student will be provided over 5 GB of disk space for his or her e-mail account. This provides enough disk space for a large amount of basic e-mail. However, large attachments could easily use up disk space quota, and students should remove them from their accounts in a reasonable timeframe. This email account also has a Skydrive for storing personal files, as well as an area to share files.

Oklahoma City University has security monitoring and anti-spam software and hardware installed to secure its systems and reduce the amount of spam that enters the e-mail system. Students are expected to secure their passwords and maintain their e-mail accounts.

Oklahoma City University requires students to use the university e-mail system for academic electronic communications. All students are responsible for the management and content of their account. Setup instructions and a network link for the e-mail system can be found at [email.okcu.edu](mailto:email.okcu.edu). Follow the link for Exchange labs e-mail.

**Important Notice about E-Mail:** Important information and notices will be sent to students via their Oklahoma City University e-mail accounts. This information may include

important dates, times, and deadlines. Paper notices will no longer be used. International students will receive all updates on immigration regulations and newsletters through their Oklahoma City University e-mail account. All Oklahoma City University students are required to activate their e-mail account, and check it on a regular basis. Failure to check and maintain this account on a regular basis will not be accepted as an excuse for missing important information, dates and/or deadlines.

### Identification Cards

Identification cards issued to all students are permanent for as long as the student is enrolled in the university. Picture ID is required at the Student Financial Services Office when requesting an Oklahoma City University ID card. A valid driver's license or passport is acceptable. The card identifies the student and allows participation in student activities and elections. It admits the student to all home athletic events, various student activities, and enables students to receive free or half-price tickets to university drama, opera, and dance productions, and concerts. A student identification card grants access to libraries and computer labs and serves as a meal ticket for students who are on a board plan. The identification card is used to print documents in the computer labs, and money may be added by the student for use at Alvin's, the cafeteria, and the Oklahoma City University Bookstore.

### Bookstore Book Bucks

Book Bucks are available at the Student Financial Office to students having sufficient financial aid to cover books. Book Bucks may be ordered online at [www.okcu.edu](http://www.okcu.edu) or by calling the Student Financial Services Office. Students are required to have direct deposit to receive Book Bucks in their personal bank accounts. Book Bucks may also be placed on a student ID card.

## FINANCIAL ASSISTANCE

Oklahoma City University is committed to making the utmost effort to assist students who are seeking an education at Oklahoma City University. Students sincerely interested in attending need not allow financial circumstances to stand in their way of applying.

### Types of Assistance Available

The Office of Financial Aid will assist, to the extent possible, any admissible student in developing a financial aid package to help meet his or her basic educational expenses. By financial aid, the university means scholarships, federal loans, and federal workstudy.

### Eligibility for Financial Assistance

The Office of Financial Aid will consider the student's cost of attendance at Oklahoma City University, the family's ability to pay, and the student's academic potential to determine eligibility for financial aid.

Federal financial aid is available for study abroad if the student is receiving Oklahoma City University credit hours toward his or her degree. All federal aid may be used to help defer expenses; however, university scholarships cannot be used for study abroad with the exception of the study abroad scholarship available through the Office of International Education.

### Application Procedures

To be considered for any type of financial assistance, a student must first be admitted into the university. All students must be at least half-time in order to be considered for financial aid. Only students who are seeking degrees may apply for financial aid. Audited courses cannot be considered in the financial aid package. Students who repeat course work for which financial aid has already been received may not be eligible for additional financial aid for those repeated classes.

The student should file a Free Application for Federal Student Aid (FAFSA) online at [www.fafsa.ed.gov](http://www.fafsa.ed.gov) and designate Oklahoma City University (Code is 003166) to receive an electronic link to his or her a copy of the results. The student will receive a Student Aid Report (SAR) from the Federal Student Aid Processing Center in response to the FAFSA.

In addition to the FAFSA, other forms may be required based on the student's individual circumstances. Students should contact the university's Office of Financial Aid for additional application procedures.

The 2011-2012 deadline for priority processing is March 8, 2011. FAFSAs received after the deadline will be considered in the order received for as long as aid resources are available. Funding restrictions may alter eligibility for some programs.

### Satisfactory Academic Progress Policy (SAP) for Financially Aided Graduate Students

In accordance with federal, state, and university aid and scholarship program guidelines, academic progress toward a degree must be made in order for students to continue receiving funds.

1. Financially aided students are expected to make qualitative satisfactory academic progress to remain eligible for financial aid. Grade point average (GPA) requirements are defined in this catalog. Generally, all institutional scholarships require a minimum 3.0 GPA and full-time enrollment. Some individual aid programs have higher GPA requirements for eligibility. All periods of enrollment are considered, including all transfer work attempted. An overall 3.0 GPA is required to remain eligible for federal aid.
2. Financially aided students are also expected to make quantitative progress. Successful hours earned of the total hours attempted is monitored quantitatively. Students working on a second master's or professional

program must counsel with a financial aid counselor regarding quantitative eligibility limits. Grades of I, W, WP, WF, WH, WA, F, NR, and audits (AU) are not successful completions. Below is the quantitative progress chart:

**Graduate academic years completed and GPA required**

Graduate	GPA
Year 1 = 12 hrs	3.0
Year 2 = 24 hrs	3.0
Year 3 = 36 hrs	3.0

Students who attend on a less-than-full-time basis will be expected to make equivalent satisfactory progress using the same formula, but on a prorated basis. The minimum graduate completion rate is 66 percent. By federal regulation, financial aid is available only up to 150 percent of the normal quantitative time frame. (Example: In a 36-hour graduate program, the student has eligibility for a maximum of 54 attempted hours.) Maximum time frame for graduate degrees is six full-time terms or 54 hours attempted. Programs with hour requirements beyond 54 hours will be given prorated eligibility.

- If a student does not meet his or her SAP requirements at the end of a semester, Oklahoma City University will grant one semester of aid on financial aid probation. At the end of the next semester, the student must have met the SAP requirement, or financial aid will be suspended until academic performance is raised to the required level. Students are allowed only one semester of aid while on probation. However, if a student is diligently working to raise his or her GPA, completing every hour attempted, and earning good grades, the financial aid counselor has the discretion to continue that student on probation. Students who have exhausted their quantitative eligibility will be placed on financial aid suspension.
- If a student's financial aid is suspended, he or she is notified by mail and given the opportunity to submit an appeal and the required supporting documentation. The Financial Aid Appeals Committee will render a decision as to whether an additional term of aid eligibility would be appropriate considering the student's extenuating circumstances. The student will be notified by mail of the committee's decision. If the appeal is denied or the student chooses not to file an appeal, the student may enroll at his or her own expense. Successful completion of enrolled hours with appropriate grades may allow the student to re-establish eligibility for financial aid. The student must notify the Office of Financial Aid of regained eligibility. For a student to earn his or her way off suspension, he or she must enroll in classes at Oklahoma City University. Transfer hours do not impact the Oklahoma City University GPA. Correction of deficit hours or significant improvement of academic success

is required for renewed eligibility. Information and forms are available in the Office of Financial Aid. Questions should be directed to the Office of Financial Aid at (405) 208-5211.

**Return of Unearned Federal Title IV Funds**

Class attendance is important in determining a student's eligibility for federal financial aid. As mandated by the Department of Education, recipients of federal Title IV student financial aid—Stafford Loans, Perkins Loans—need to complete at least 60 percent of the term enrolled to earn all of the federal funding awarded for that enrollment period. When a recipient withdraws from the term for which funds are paid directly to the student or used to pay charges owed by the student for the specific enrollment period, a return of federal funds calculation is required.

Students earn the opportunity to receive federal funds based on the number of days of attendance in each enrollment period, expressed as a percentage of the total number of days in the term. This calculation translates to the percentage of federal Title IV funds earned by the student while in attendance. Unearned federal funds must be immediately returned to federal programs. This may leave the student owing charges to Oklahoma City University.

Two additional variables are important for students to understand if they are recipients of federal Title IV funds. After a student is in attendance through the 60 percent point of the enrollment period, no calculation for return of federal funds is required. The student is considered to have earned the funds received for the term enrolled. The second variable of importance is for students who have earned a percentage of funds they have been awarded but have not yet received. These students may still be eligible to receive a percentage of those funds after total withdrawal occurs. The required calculations will determine eligibility for funds.

Attendance is the key. A student awarded financial aid who is having difficulty should take advantage of advising, counseling, and tutoring to remain in attendance and successfully complete his or her courses. If enrollment is maintained in at least one class with attendance beyond the 60 percent date during the term, this policy will not affect the student. All withdrawals will impact satisfactory academic progress (SAP). Refer to the Oklahoma City University Satisfactory Academic Progress Policy. Contact the Office of Financial Aid for more information.

**Refund Distribution**

- Federal Subsidized Stafford Loan Program
- Federal Unsubsidized Stafford Loan Program
- Federal Perkins Loan Program
- Other Title IV aid programs
- Other federal, state, private, or institutional aid (Only 50 percent of unearned grant funds must be returned.)

## Renewals

Students must apply annually for renewal of financial aid. Federal renewal applications are available after January 1 of each year at [www.fafsa.ed.gov](http://www.fafsa.ed.gov). Conditions for renewal include continued financial eligibility, acceptable GPA, and SAP. The requirements are posted in the Office of Financial Aid. Scholarship renewal is based on academic merit and is reviewed every semester for all scholarships. Scholarships generally require full-time enrollment and a minimum 3.0 GPA unless otherwise indicated on the award letter.

## Financial Aid Programs Available at Oklahoma City University for Graduate Students:

### Federal Aid

Bureau of Indian Affairs Grants  
Federal Perkins Loan Program  
Federal Subsidized Stafford Student Loan  
Federal Unsubsidized Stafford Student Loan  
Federal Work-Study Program  
Fulbright Scholarship

### Oklahoma City University Assistance

Departmental Graduate Scholarships  
Arts and Sciences Scholarship  
Business Scholarship  
Dance Talent Scholarship  
Music Talent Scholarship  
Religion Scholarship  
Theatre Talent Scholarship  
Institutional Work-Study Program  
Master of Education Tuition Remission  
Masters of Science in Health and  
Human Performance Scholarship  
Men's Athletic Scholarship  
Miss Oklahoma City University Scholarship  
Oklahoma City University Employee/Dependent Tuition Remission  
Sodexo on Campus Employee Scholarship  
Study Abroad Scholarship  
United Methodist Congregational Scholarship  
United Methodist Minister/Dependent Tuition Remission  
Women's Athletic Scholarship

## ENDOWED SCHOLARSHIPS

To apply for endowed scholarships, students must submit their completed federal financial aid applications to the Office of Financial Aid for consideration. Awards vary based on academic merit, financial need, and availability of funds. All or a portion of a student's university scholarship may be underwritten with endowment.

If a student is selected to receive an endowment, he or she is required to write a thank you letter to the donor who made the scholarship possible. The student must also submit a copy of the letter to the Office of Financial Aid to fulfill the requirement.

Although students are not legally required to repay scholarships, if in the future they are able to return all, part, or in excess of the money granted to them, the university can help future deserving students. All scholarships require at least a GPA of 3.0. Most require a higher GPA.

### PALMER C. ABERCROMBIE SCHOLARSHIP

This scholarship was established to assist Oklahoma City University students.

### EMERY D. AIKENS SCHOLARSHIP

This scholarship assists students with demonstrated financial need.

### BRINDLEY ENDOWED SCHOLARSHIP

This scholarship, established by Esther Brindley in 1989, funds general scholarships.

### ELLEN L. BRYAN SCHOLARSHIP

This scholarship assists students with demonstrated financial need and academic achievement.

### NEOLA CARPENTER ENDOWED SCHOLARSHIP

This endowment funds general scholarships.

### JOHN CROOCH, SR. ENDOWED SCHOLARSHIP

Established in 1994, this endowment funds general scholarships.

### RUSSELL AND HAZEL CROOCH SCHOLARSHIP

This scholarship assists deserving students.

### FLOYD AND DORIS CROXTON ENDOWED SCHOLARSHIP

This endowment funds general scholarships.

### THE DONALD AND SUZANNE EMLER RELIGIOUS EDUCATION ENDOWED SCHOLARSHIP

This scholarship was established for graduate students in religious education at the Wimberly School of Religion. Preference will be given to United Methodist students in the M.R.E. program.

### BRONETA EVANS ENDOWED SCHOLARSHIP

This scholarship assists deserving students.

### J.E. HALL SCHOLARSHIP

This scholarship assists deserving students with demonstrated need. Awards depend on students' need and availability of funds.

### MARY E. HARRIS ENDOWED SCHOLARSHIP FOR SENIOR AND GRADUATE FEMALE STUDENTS

This scholarship was established in 1995 by the estate of Carol Spencer to assist seniors and graduate female students with no other restrictions.

**MAUDE R. HAVER SCHOLARSHIP**

This scholarship was established by the estate of Maude Haver. Awards depend on students' need and availability of funds.

**VIVIAN HEAD ENDOWED SCHOLARSHIP**

This scholarship assists deserving students.

**HOOPES SCHOLARSHIP**

This scholarship assists students attending Oklahoma City University.

**FRANK HORTON SCHOLARSHIP**

This scholarship, established by the estate of Frank Horton of Oklahoma City, assists deserving students. Awards depend on students' financial need and availability of funds.

**MILDRED HUMPHREY ENDOWED SCHOLARSHIP**

This scholarship, established in 1994, assists deserving students with demonstrated need.

**ROBERTA AND LINDA HUMPHREY ENDOWED SCHOLARSHIP**

This scholarship assists students from Healdton, Oklahoma.

**BILL HUTTON MEMORIAL BUSINESS SCHOLARSHIP**

This scholarship was established by Sonic Industries employees to fund scholarship students employed full time and pursuing an M.B.A. part time.

**DR. WILLIAM D. MARIL SCHOLARSHIP FUND**

This scholarship, established in 1982 in memory of William H. McCandless, provides scholarship assistance to deserving students.

**MICHAEL AND EUNICE MASSAD SCHOLARSHIP**

This scholarship was established to fund general scholarships.

**ROBERT R. PRICE SCHOLARSHIP**

This scholarship is presented to graduate students in the Wimberly School of Religion.

**WINNIFRED RENEAU SCHOLARSHIP**

This scholarship, established from the estate of Mrs. Reneau, assists students with financial need. Awards depend on students' need and availability of funds.

**A. C. SCOTT SCHOLARSHIP**

This scholarship is presented to deserving students. There are no restrictions.

**M. L. SIMMONS SCHOLARSHIP**

This scholarship is presented to deserving students. There are no restrictions.

**C. E. SIMPSON SCHOLARSHIP**

This scholarship assists deserving students.

**ANNA MAUDE SMITH SCHOLARSHIP**

This scholarship is presented to deserving students.

**E.A. AND WINNIE STEWART ENDOWED SCHOLARSHIP**

This endowment assists deserving students with financial need.

**LEMUEL C. SUMMERS ENDOWED SCHOLARSHIP**

Earnings from this endowment fund general scholarships.

**ESTHER FRANCIS TAYLOR SCHOLARSHIP**

This scholarship assists students with demonstrated financial need and academic achievement.

**H. H. WEGENER SCHOLARSHIP**

This scholarship, established by the late H. H. Wegener, assists deserving students.

**DAIL AND FRANCES WEST ENDOWED SCHOLARSHIP**

This scholarship assists deserving students with demonstrated need.

**LOUIS A. WHITTEN ENDOWED SCHOLARSHIP**

This scholarship assists deserving students.

**FLORENCE O. WILSON SCHOLARSHIP**

This scholarship, established by Florence Wilson, assists deserving students.

**EUCLID M. AND CELINE M. WYATT SCHOLARSHIP**

This scholarship assists students who are academic leaders.

**JANET DENAY YOUNG SCHOLARSHIP**

This scholarship is presented to deserving students.

**GIFT SCHOLARSHIPS**

Billie Boston Costume Shop Scholarship  
EFT Interest Scholarship  
Future Teachers Scholarship  
Hossein Shafa International Business Scholarship  
Owen Wimberly Gift Scholarship

**CORPORATE EDUCATION BENEFITS PROGRAM**

Oklahoma City University partners with local employers to assist their employees in obtaining a graduate degree from the university. Benefits include deferred billing, tuition and fee discounts, and textbook vouchers. For information about whether your company participates in the corporate education benefits program, contact your employer's human resources department or Graduate Admissions at (405) 208-5351.

**ENDOWED CHAIRS AND PROFESSORSHIPS****ENDOWED CHAIRS**

**The B.C. Clark, Jr. Chair** recognizes a member of the Meinders School of Business faculty who has demonstrated excellence in teaching and/or research and has attained a recognized level of accomplishment within his or her academic discipline. Alternatively, the endowment may support a distinguished Scholar in Residence.

**The C. R. Anthony Endowed Chair of Competitive**

**Enterprise** was established in 1980 by members of the C. R. Anthony family, the C. R. Anthony Company, and business associates in memory of Mr. C. R. Anthony of Oklahoma City.

**The James Burwell Endowed Chair in Management**

was established in 1962 through the estate of James Burwell of Oklahoma City. Dr. Hossein Shafa currently serves as the James Burwell Endowed Chair.

**The Eleanor Lou Carrithers Chair of Writing and**

**Composition** was established by OCU graduate and long-time trustee Eleanor Lou Carrithers. Dr. Brooke Hessler, Professor of English, currently holds the Carrithers Chair.

**The Darbeth-Whitten Endowed Chair in History** was established in 1971 by Mr. and Mrs. Darwin Wells of Hunter, Oklahoma. Dr. Virginia McCombs currently serves as the Darbeth-Whitten Professor of History.

**The Endowed Chair in Hebrew Bible** was established in 1985 by a friend of the university to lift up the study of the Hebrew Scriptures. Dr. Lisa Wolfe serves as the Hebrew Bible Endowed Chair.

**The Henry J. Freede, M.D., Endowed Chair in Teaching Excellence in Business Administration** was established in 1999. Dr. David May and Dr. Bart Ward jointly hold this chair.

**The V. V. Harris Endowed Chair in Christian Education** was established in 1980 by The Harris Foundation of Oklahoma City in memory of Mr. Harris.

**The T. K. Hendrick Chair of Business Administration**, established in 1985, is a gift from Dr. Hendrick and the Hadson Petroleum Corporation. As a perpetual investment in the future of the university, the chair enhances the credentials and enriches the reputation of the Meinders School of Business.

**The Norick Chair of Business Administration** honors both the Norick family, with its rich tradition of service and philanthropy to the Oklahoma City community, and the firm which bears its name. At the same time, the chair enhances the credentials and enriches the reputation of the Meinders School of Business.

**The Margaret K. Replogle Endowed Chair in Religion** was established in 1979 by the late Mrs. Margaret Replogle of Oklahoma City in memory of her husband, Dee Replogle.

## ENDOWED PROFESSORSHIPS

**The Claude and Ollie Bell Professorship in Church History** was established in 1982 by Mrs. Ollie Bell.

**The Webster Lance Benham Endowed Professorship in Mathematics** was established in 1973 by Dr. David B. Benham of Oklahoma City in memory of his father, a former professor of civil engineering at Oklahoma City University. Dr. Robert Trail currently serves as the Benham Professor of Mathematics.

**The Bishop Paul W. Milhouse Endowed Professorship in Religion** was established by his friends and colleagues in the Oklahoma Annual Conference of the United Methodist Church upon the occasion of his retirement as bishop in 1980. Dr. John Starkey currently serves as the Bishop Paul W. Milhouse Professor of Religion.

**The Don E. Schooler Endowed Professorship in Religion** was established in 1979 in memory of Dr. Don E. Schooler, United Methodist minister and university trustee.

**The Owen and Vivian Wimberly Professorship in Christian Thought** was established in 1982 to support faculty in the School of Religion. Dr. Mark Y. A. Davies currently holds the Owen and Vivian Wimberly Professorship in Christian Thought.



**ON-CAMPUS HOUSING**

**STUDENT LIFE**

**EXTRACURRICULAR ACTIVITIES**

**CULTURAL ENRICHMENT EVENTS**

**STUDENT ASSISTANCE SERVICES**

**POLICIES ON STUDENT PRIVACY  
AND SEXUAL HARASSMENT**



**ARCHIVAL**  
Not a current catalog  
Visit [okcu.edu](http://okcu.edu) for  
the current course catalog



## ON-CAMPUS HOUSING

### Residence Halls

There are five residence halls on campus: United Methodist, Draper, Walker, Banning, and Smith halls. Each residence hall is directed by a head resident and resident assistants, whose function is to answer questions and help solve problems related to community living.

Students living in on-campus housing are required to purchase a university meal plan. For more information concerning university housing, call (405) 208-7915.

### Rates for Residence Halls

Housing rates for each academic year are published separately in a tuition and fees schedule. A \$250 housing deposit is required along with a completed application and contract for residence halls. A portion of the housing deposit (\$175) is nonrefundable. *Scholarship students and athletes are NOT exempt from submitting a housing deposit.* Refund information is stated on the housing contract. Cancellation of a completed housing application must be received in writing by the director of residence life. No cancellations by telephone or other means will be accepted. Students with a housing deposit on account for whom a housing assignment cannot be made by the first day of classes each semester will receive a full refund of such deposit.

Housing assignments will automatically be cancelled if a student has not checked into his or her room by 8:00 a.m. on the first day of scheduled classes for each semester or term, unless the director of residence life is notified of late arrival. Fall housing assignment will be canceled if a student's advance registration is canceled, and the deposit will be forfeited in full.

### Apartment Living

The Cokesbury Court apartment complex offers the security of card-key entry and an eight-foot wrought-iron fence. Apartment options include unfurnished efficiencies and furnished two- and four-bedroom apartments with outdoor swimming pool, Jacuzzi, and on-site parking and laundry. Students classified as sophomore and above are eligible to apply for housing in Cokesbury Court. For more information, please call (405) 208-8100.

University Manor, located directly across from the campus on NW Twenty-third Street, offers one-bedroom unfurnished apartments for students classified as sophomore or above. Amenities include on-site parking and laundry facilities. For more information, contact the director of university apartments at (405) 208-8100.

### Food Service

There are several meal plans available to Oklahoma City University students, including a variety of residence hall board plans and Stars Bucks, a flexible debit-card system. Students residing in the residence halls are required to

participate in a residence hall meal plan, and students living in University Manor or Cokesbury Court apartments are required to purchase an apartment plan based upon the length of their lease. Meals for students participating in any university meal plan or block meal plan are served in the Commons Food Court in the Tom and Brenda McDaniel University Center. Stars Bucks are redeemable in the Commons Food Court or in Alvin's Cafe, located in the University Center. Alvin's provides a quick snack or a full meal and a place to meet friends for relaxation or study. Food services are provided by Sodexo.

## STUDENT LIFE

Oklahoma City University recognizes that learning takes place in many forms and places and not exclusively in the classroom. Students are encouraged to participate in activities both on and off campus. Activities sponsored by the Division of Student Affairs and the Student Government Association are for all Oklahoma City University students and are well publicized around campus.

Students play a large role in determining and regulating their own activities. Good student-faculty-administration relations are maintained through cooperative, responsible student leadership. There are numerous social and academic organizations available to students on campus. When the school year begins, information is made available to all students about dates and meeting times for many organizations.

### Religious Life

The goal of Religious Life at Oklahoma City University is to promote spiritual enrichment and to minister to the spiritual needs of the campus community.

### Organizations

The Oklahoma City University Wesley Center is the United Methodist campus ministry. The Wesley Center directs Evensong worship services, Kappa Phi Christian Women's Service Organization, and Delta Alpha Chi Christian Men's Service Fraternity.

### Worship and Activities

We offer chapel services Thursdays at 1:00 p.m., Evensong worship services on Monday evenings, Bible studies, mission trips, spiritual formation groups, and Wednesday at the Wesley, a free lunch and Bible study open to all.

### Services

There are three clergy staff of University-Church Relations who are available to students of all faith affiliations for pastoral services and spiritual encouragement. We provide a list of area houses of worship to encourage students to connect with local worship communities. For more information, visit [www.okcu.edu/religiouslife](http://www.okcu.edu/religiouslife).

### Student Government Association

Student Government Association (SGA) is the governing body for all Oklahoma City University students. SGA plans

and implements a variety of activities for the campus community and serves as the voice for students in university governance. Senators develop leadership skills, gain valuable experience in making and delivering policy, and assist in organizing large, campus-wide events. The president of SGA serves as a voting member of the university's board of trustees. Elections for executive positions for sophomores, juniors, and seniors are held late in the spring semester. Freshman, graduate, and at-large positions are elected early in the fall semester.

### Honorary Organizations

The following honorary and professional organizations open to graduate students are active on the Oklahoma City University campus. Partial membership requirements are listed.

**Alpha Phi Sigma Lambda:** The national criminal justice society is open to justice studies majors and graduate criminology students who have completed one-third of course work and are in the top 35 percent of the class

**Alpha Psi Omega:** Theatre student honor society

**Blue Key National Honor Fraternity:** Membership by election, second-semester sophomore standing or above, cumulative GPA of 3.40 or above are required.

**Delta Mu Delta Business Honorary Society:** Membership is offered to undergraduate and graduate students who have completed half of their course work, have a GPA of .25 above a B or better, are in the top 20 percent of their class, and are in good standing with the university.

**Phi Alpha Delta National Legal Fraternity:** Membership is by election.

**Phi Alpha Theta International History Fraternity:** Membership is by election.

**Phi Kappa Phi:** an all-discipline national honor society with election by invitation only. Those elected must be ranked in the upper 7.5 percent of last-term juniors and upper 10 percent of seniors and graduate students.

**Phi Mu Alpha Sinfonia:** National professional music fraternity.

**Sigma Alpha Iota National Professional Music Fraternity:** Membership is by election.

**Sigma Tau Delta:** International English Honor Society.

**Sigma Theta Tau International Nursing Honor Society:** Open to graduate nursing students who have completed one-quarter of the nursing curriculum, have a GPA of at least 3.50, and meet the expectations of academic integrity.

**Theta Alpha Kappa:** Graduate students must have completed one-half residency and have a 3.5 or higher GPA.

### Student Organizations

The following student organizations are currently active or were recently active at Oklahoma City University:

ACDA OCU  
 Accounting Club  
 Alpha Chi Omega  
 Alpha Mu Gamma  
 Alpha Phi  
 Alpha Psi Omega  
 Alpha Psi Sigma  
 Anime Club  
 Art Club  
 Attractive Talented Mujeres (ATM)  
 Black Student Association  
 Blue Crew  
 Blue Key  
 Catholic Student Union  
 Changing Women Interest Group  
 Circle K  
 College Republicans  
 Delta Alpha Chi  
 Delta Mu Delta  
 Diabetes Solutions-OK-OCU  
 EAHRWL  
 Fellowship of Christian Athletes  
 Financial Management Association  
 Forensics/Debate Team  
 Gamma Phi Beta  
 Graduate Student Association  
 Hispanic Student Association  
 Indian Student Association  
 Kappa Phi  
 Kappa Sigma  
 Korean Student Association  
 Kramer Student Nurses' Association  
 Lambda Chi Alpha  
 Meinders Student Advisory Board  
 MSB Graduate Student Association  
 Mu Kappa Tau  
 Multicultural Student Association  
 Native American Society  
 OCU Filmmaker's Guild  
 OCU Rhythms  
 OCU Stripped  
 Oklahoma Intercollegiate Legislature  
 Omicron Delta Epsilon  
 Pep Dancers  
 Phi Alpha Theta (Pre-Law)  
 Phi Eta Sigma  
 Project 21  
 Psi Chi  
 Sigma Alpha Iota  
 Sigma Tau Delta  
 Sisterhood of African American Students  
 Spirit of Grace Liturgical Dance  
 STAR  
 Student African American Brotherhood  
 Student Business Ethics Consortium  
 Student Oklahoma Education Association (SOEA)  
 Student-Athlete Advisory Committee  
 Students of Arts Management  
 TESOL Club  
 Thai Student Association  
 Theta Alpha Kappa  
 Tiawanese Student Association  
 Tri-Beta  
 UMSF/Wesley Foundation  
 Upsilon Pi Epsilon (UPE)  
 Young Democrats

## EXTRACURRICULAR ACTIVITIES

### Varsity Athletics

Oklahoma City University sponsors nineteen varsity sports programs, including men's and women's basketball, men's baseball, men's and women's cross country running, men's and women's golf, men's and women's rowing, men's and women's soccer, men's and women's indoor and outdoor track and field, men's and women's wrestling, women's softball, and women's volleyball. Oklahoma City University is a member of the National Association of Intercollegiate Athletics and the Sooner Athletic Conference.

### Junior Varsity Athletics

Oklahoma City University sponsors six junior varsity sports programs, including men's and women's basketball, men's soccer, and men's and women's golf, and women's volleyball.

### Cheer and Pom

Oklahoma City University offers a varsity competitive coed cheer squad and varsity competitive pom squad. The cheer and pom squads play an exciting part in the athletic department by participating at men's and women's basketball games and wrestling matches and at a number of other sporting events. Members of the cheer and pom squads are also involved at numerous community events throughout the year. Tryouts are held in the spring semester each year and are open to anyone interested.

### Dance

All full-time students are eligible to audition for The American Spirit Dance Company, the Oklahoma City University Spirit of Grace Liturgical Dancers, and the Oklahoma City University Pep Dancers. Contact the American Spirit Dance Company company manager in the Ann Lacy School of American Dance and Arts Management for further information. Noncredit dance classes are available through the Community Dance Center.

### Theatre

All students may audition for parts in TheatreOCU productions presented each year by the School of Theatre. Contact the School of Theatre at (405) 208-5121 for detailed audition information.

### Wellness

The Wellness program at Oklahoma City University offers a wide variety of opportunities, including personal training, dance classes, Pilates, yoga, traditional aerobics classes, and self-defense training. The Wellness program assists employees and students in reducing their health risks through education and goal setting and features a personalized approach to healthy living designed to improve the overall health and quality of life for the university community. Classes are scheduled so that students are able to participate without taking away from opportunities to become

involved with other university programs. All students are required to register in the Intramural Sports Office for the classes. The office is located in the Aduddell Center. Registration does not obligate participation.

### Outdoor Adventures

The Outdoor Adventures program at Oklahoma City University provides the campus community with opportunities to participate in various outdoor activities. Clinics and trips are offered throughout the year and include hiking, bicycling, camping, horseback riding, and sailing. The Outdoor Adventures program provides a resource center and gear checkout to the campus community. This program promotes wellness through its activities while incorporating exercise and environmental awareness.

Events are scheduled so that the majority of students can participate without taking away from opportunities to get involved with other university programs. All students are required to register in the Intramural Sports Office for the particular event of interest. The office is located in the Aduddell Center. Registration does not obligate participation.

### Intramural Sports

The Intramural Sports program at Oklahoma City University offers a full selection of sports. Awards and prizes are given for both placement and participation. The program is designed to enhance the interaction among students, faculty, and staff while maintaining physical fitness. Oklahoma City University has a variety of league and tournament events, including co-ed events, designed for both the competitive and recreational player.

Events are scheduled so that the majority of students can participate without taking away from opportunities to get involved with other university programs. All students are required to register in the Intramural Sports Office for their particular sports of interest. The office is located in the Aduddell Center. Registration does not obligate participation.

### Music

University students are encouraged to participate in music activities, including performing in ensembles, taking private music lessons, and auditioning for productions. All qualified students are eligible to participate in Bass School of Music performing ensembles (Symphony Orchestra, Wind Philharmonic, Ad Astra Women's Chorus, Men's Chorus, University Singers, Chamber Choir, Jazz Ensemble, Pep Band, and various small ensembles). Auditions for Oklahoma Opera and Music Theater Company productions are open to all students. See the director of the organization in which you are interested for further information, or call the music office at (405) 208-5474.

## Student Publications

All students are invited to apply to work for the student publications staff. The staff publishes *The Campus* (the university newspaper), *The Campus online* (the newspaper's Web site), *The Constellation* (the university yearbook), and the yearbook's DVD supplement. Students may also submit original poetry, fiction, nonfiction, artwork, or photography to the university's student and faculty literary journal, *The Scarab*.

## CULTURAL ENRICHMENT EVENTS

A wide range of events is annually scheduled on campus in music, drama, music theater, art, literature, cinema, and a variety of lectures. Among the cultural enrichment opportunities available and easily accessible in the Oklahoma City area are the Oklahoma City Philharmonic concerts, Oklahoma Art Center, the Omniplex, and several theaters. By presenting their ID cards, Oklahoma City University students may attend all Civic Music Association concerts held in the Kirkpatrick Fine Arts Building, Kirkpatrick Auditorium, at no charge.

## C. G. Jung Lectureship

This lectureship presents lectures and discussions led by distinguished Jungian analysts and scholars to introduce and amplify Jungian psychology. Such eminent scholars as Robert L. Moore, Jean Shinoda Bolen, Tom Boyd, Ann Wilson Schaefer, J. Philip Newell, and Larry Ward have spoken in recent years.

## The Distinguished Speakers Series

The Distinguished Speakers Series was established to enrich the academic experience of students, faculty, and staff—and to create a Chautauqua experience that is free and open to the public. Nobel Laureates have joined a remarkable lineup of world-class thinkers, writers, and opinion-leaders who know that Oklahoma City University is where ideas are freely expressed, and learning is a continuous process of being challenged and inspired. This lecture series fulfills one of the central purposes of a university by hosting provocative speakers from a wide variety of backgrounds and multiple perspectives, which generates new thinking, productive discussions, and the rare opportunity for future servant leaders to meet some of the most remarkable human beings of our time. Previous speakers include Edward Albee, Ishmael Beah, Morris Dees, Jane Goodall, Brian Greene, Robert F. Kennedy Jr., Jonathan Kozol, Rabbi Harold Kushner, Wilma Mankiller, Mark Plotkin, Erik Peterson, Sister Helen Prejean, Ann Simon, Helen Thomas, Kurt Vonnegut Jr., Andrew Weil and George Will as well as Nobel Laureates Archbishop Desmond Tutu, Elie Wiesel, and Wangari Maathai.

## The Film Institute

The Oklahoma City University Film Institute offers the university and the greater Oklahoma City community the opportunity to view classic and contemporary international films. Since 1982, the institute has been screening eight to

ten films per year on designated Sunday afternoons to an audience of 150 to 425 people. Each year the series focuses on a theme, and reading material on the theme and series films is available at the showings. A discussion session follows each screening. The films are also available for university courses. The film series is supported by Oklahoma City University, the Oklahoma City University Film Institute Endowment, the designated endowment in the Community Foundation of the Kirkpatrick Family Fund, and the Thatcher Hoffman Smith Endowment for the Center for Interpersonal Studies through Film and Literature. The 2010-2011 academic year will be the Film Institute's 29th year.

## The Neustadt Lectures

Mr. Walter Neustadt of Ardmore, Oklahoma, established the lecture series in 1983 for the purpose of strengthening understanding of the great contributions of the Judaic religious tradition to Western civilization and thought. Each year, a scholar is invited to the campus to speak on informative themes in the area of Hebrew scriptures, Jewish thought, and Jewish ethics and art.

## The Willson Lectureship

This lectureship is provided by an endowment from Mr. and Mrs. J. M. Willson of Floydada, Texas. The lectures are held annually and are directed to the interest of students in the areas of religion and society.

## STUDENT ASSISTANCE SERVICES

### Alcohol and Drug Education Program

Oklahoma City University recognizes that drug and alcohol abuse diminish the strength and vitality of human resources. The Office of Student Life coordinates programs to educate students regarding the harmful aspects of alcohol and substance abuse and provides referral services for counseling and treatment. A copy of the complete policy can be found in the *Student Handbook*.

### Campus Police

The university is committed to providing a safe campus to maintain a crime-free academic environment conducive to learning. The Oklahoma City University Police Department (OCUPD) has fourteen full-time state certified officers and a well-trained support staff to serve and protect the campus community twenty-four hours a day year round. The officer-to-student ratio is one of the best nationwide, which partially accounts for the university's low incidence of crime.

Eighteen external emergency phones are strategically located across the campus to provide instant access to police assistance. Upon request, OCUPD will escort students, staff, or faculty to any location on campus after dark.

Several university programs exist to inform students, faculty, and staff about services provided by the campus police

department and to educate them about crime prevention. A portion of the annual new student orientation is devoted to this area. At various times during the year, the OCUPD officers participate in programs to inform individuals of the need to secure rooms, vehicles, and personal property.

### **University Counseling**

The university provides students with free counseling services. Students are urged to become acquainted with these opportunities and to make use of them. The dean of students and the advisor assigned for enrollment are always ready to refer students to counselors in special areas such as academic difficulties, health problems, financial problems, occupational choices, employment on or off campus, religious problems, or mental health issues. The university chaplain is also available to counsel students.

### **Student Health and Disability Services Office**

The Student Health Clinic is staffed by registered nurses and an advanced registered nurse practitioner and serves enrolled students and, on a limited basis, staff and faculty. Services include health assessment, diagnosis, and treatment of minor illnesses and injury. Other services include gynecology care, male reproductive health, and referrals to community or specialty providers. Reference materials on a variety of health topics are available in the clinic.

Disability Services is housed with the Student Health Clinic and provides classroom accommodations and assistance to undergraduate and graduate students with documented disabilities. The disability services provider works with university administration to develop and implement policies and procedures regarding students with disabilities. More information regarding the Student Health Clinic and Disability Services can be found at [www.okcu.edu/students/studenthealth/index.aspx](http://www.okcu.edu/students/studenthealth/index.aspx).

### **Student Health Insurance**

All students are strongly encouraged to have health insurance. A university-sponsored commercial health insurance plan is available to all full-time students. Primary health-care services are offered at very low cost to students at the Student Health Clinic on campus. However, if a student needs healthcare off-campus or after-hours in Oklahoma City, health insurance is a necessity in order to avoid potentially large medical bills.

## **POLICIES ON STUDENT PRIVACY AND SEXUAL HARASSMENT**

### **Family Educational Rights and Privacy Act of 1974**

Oklahoma City University makes every effort to comply with the Family Educational Rights and Privacy Act of 1974 (Buckley Amendment). This act is designated to protect the privacy of students' educational records, to establish their right to review and inspect their records, and to

provide guidelines for the correction of inaccurate information through informal and formal hearings.

The policy permits disclosure of educational records under certain limited circumstances and routine disclosure, at the university's discretion, of information referred to as directory information: name, local address, phone number, e-mail address, major, participation in sports, height, weight, degrees, honors, dates of attendance, and previous colleges attended. A student has the right to prevent disclosure of directory information by filing a request in the Registrar's Office. A copy of the complete policy and procedures is published in the *Student Handbook*.

### **Policy on Sexual Harassment**

Oklahoma City University is committed to providing an academic and work environment that provides fair and equitable treatment and is free of sexual harassment and other unlawful discrimination. It is the policy of the university to prohibit harassment of any kind, including sexual harassment, of its students, faculty, staff, and guests by any member of the academic community.

Sexual harassment is a form of sex discrimination that violates Title VII of the Civil Rights Act of 1964 and Title IX of the Educational Amendments of 1972. Sexual harassment (both overt and subtle) is a form of misconduct that is demeaning to another person, undermines the integrity of the employment relationship and educational environment, and is strictly prohibited. Sexual harassment or any other form of unlawful discrimination will not be tolerated. The university is committed to preserving the rights of its students and employees from unlawful discrimination on the basis of race, color, gender, religion, national origin, age, disability, veteran status, sexual orientation, or legally protected characteristic.

Sexual harassment is defined as unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when (1) submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment or academic status; or (2) submission to or rejection of such conduct by an individual is used as a basis for employment or academic decisions affecting such individual; or (3) such conduct has the purpose or effect of unreasonably interfering with an individual's work or academic performance, or creating an intimidating, hostile, or offensive working environment. "Hostile environment" sexual harassment occurs when an employee (including a faculty member) or a student is subjected to an intimidating, hostile, or offensive work or learning environment because of offensive sexually based or sexually oriented physical, verbal, or other conduct.

This definition will be interpreted and applied consistently with the accepted standards of mature behavior, academic freedom, and freedom of expression.

This harassment policy defines and prohibits harassment on the basis of federal and state law as interpreted by the courts. If statutory provisions or court interpretations change or conflict with this policy, the university's policy will be deemed amended to assure continued compliance.

Sexual harassment in any situation will not be tolerated. It is particularly serious when it exploits the dependent relationship between students and faculty. When student-faculty relationships are abused in this way, there is a risk of great harm to students, to the faculty, and to the educational climate of the institution. While a particular interaction must be offensive and nonconsensual to be defined as harassment, faculty members and other individuals in positions of authority should be sensitive to the questions about mutuality of consent and to conflict of interest inherent in these kinds of relationships.

Individuals who believe they have been sexually harassed may obtain redress through the established complaint procedures of the university. Complainants will be requested, but not required to submit their allegations in writing. Complaints about sexual harassment will be responded to in a prompt and equitable manner.

Every effort will be made to respect the confidentiality of all members of the university community. Confidentiality will be maintained to the extent permitted by the circumstances of the complaint. All complaints will receive a full

and fair hearing. Retaliation against individuals who bring a complaint of sexual harassment is prohibited. If faculty or staff members experience or become aware of sexual harassment, they may complain to (1) their immediate supervisor; (2) the dean or director of their academic unit; (3) the provost and vice president for academic affairs; (4) the associate provost; (5) the university's general counsel; or (6) the university's compliance coordinator. Where a student believes that he or she has been subjected to sexual harassment or other unlawful discrimination, he or she may, in addition to complaining to the above, also complain to the dean of students, who shall immediately report the matter to one of the five university officers or categories of officials described in the preceding sentence.

A full and fair investigation will be conducted by the university. Both the complainant and the person charged will be notified of the results of the investigation.

It is a violation of this policy for any university employee (including faculty members) or any student to intentionally fabricate a complaint of sexual harassment and/or other unlawful discrimination against any individual covered by this policy.

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Visit [okcu.edu](http://okcu.edu) for the current course catalog



**GENERAL REQUIREMENTS  
FOR DEGREES**

**THESIS AND CAPSTONE PROJECT  
ENROLLMENT AND GRADING POLICY**

**ACADEMIC HONESTY**

**ACADEMIC PROBATION  
AND DISMISSAL**

**GRADUATION PROCEDURES  
AND COMMENCEMENT**

**ARCHIVAL**  
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## GENERAL REQUIREMENTS

Degree requirements for students are listed in the catalog in effect at the time of their first semester at Oklahoma City University. Students who are not in attendance for two consecutive semesters will be required to complete the degree requirements listed in the catalog in effect at the time of their re-entry.

The final authority in determining the fulfillment of graduation requirements for each graduate program except the Master of Education (M.Ed.) lies with the academic dean from each respective school. For the M.Ed., the final authority is the director of teacher education. Graduate students are expected to read and to comply with published regulations.

### Residency Requirements

The minimum number of hours to be taken in residence for any master's degree offered may be noted under the individual degree programs.

### Student Discipline

Every student is expected to observe the highest standards of conduct, both on and off the campus. The university cannot accept the responsibility for the education of any student who is not in sympathy with the purposes and the regulations of the university.

**NOTE:** In the case of Law School students, the Law School Student Conduct Code Article 2.01 governs, and such students are subject to the Law School Disciplinary Tribunal.

Oklahoma City University reserves the right to exclude any student whose conduct or academic standing it regards as undesirable, without assigning any further reason. In such cases the fees due or which may have been paid in advance to the university will not be remitted or refunded in whole or in part. Neither the university nor any of its officers will be under any liability whatsoever for such exclusion. Any student under disciplinary suspension will be persona non grata on campus except for official business.

### Attendance

Regular attendance is essential to satisfactory progress in a course. The student is responsible for meeting course requirements regardless of the cause of absences. A student unable to attend classes should confer in advance with the professors involved. Failure to attend classes may result in the loss of credit or exclusion from the final examinations, or both. (See the Law School catalog for attendance policy in that degree program.)

### Time Limits

Students are expected to complete requirements for a graduate degree within a set period of time—usually five to six years after being admitted into a program. See the dean or department chair for the time limits established for a specific degree program.

Course work that is five to ten years old, whether taken prior to or after admission, may, upon approval by the dean or director, be applied to a degree in accordance with the policy of the school, division, or department. Any course work that is more than ten years old, whether taken prior to, or after admission to a graduate program, cannot be applied to a degree.

### Adding Courses

For the fall and spring semesters, courses may be added through the first Friday after four class days of the semester without instructor approval. Courses added after the first Friday after four class days and through the second Friday after nine class days may be added only with instructor approval. Courses may not be added after this date. For the summer terms, courses may be added through the first two class days of the term. Courses added after the first two class days and through the Thursday after three class days may be added only with instructor approval. Courses may not be added after this date.

### Dropping Courses

The final date to drop a course is listed in the academic calendar. Students dropping courses before the final drop date will receive a W (withdrawal). After the final drop date, a student must receive approval from his or her instructor. The instructor must assign a grade of WP (withdrawal passing) or WF (withdrawal failing) for the course. (A grade of WF will be calculated into the student's grade point average as a failing grade.) The student then must receive approval from his or her advisor, academic dean, and the provost/VPAA before the change in class schedule can be processed. No course may be dropped after the last day of classes.

Courses dropped through the 100 percent refund date will not appear on the student's permanent record. Changes in class schedule become effective on the day the form is processed by the Registrar's Office.

A 100 percent tuition adjustment is made for varying time periods beginning with the published first day of class. After this period, there will be no further adjustments. The time periods vary. See Tuition Adjustments for more information. Student attendance in a course does not affect the tuition reduction. The date the completed form is processed by the Student Financial Services Office is the determining factor.

### Withdrawal

A student who is completely withdrawing from the university must obtain a withdrawal form from the Office of the Registrar, International Student Office, Financial Aid Office, or his or her dean's office. Once this form is properly completed and processed through the Office of the Registrar and Student Financial Services, the withdrawal becomes effective on the date it is validated by Student Financial Services. A "W" (withdrawal) will be assigned for



each course. Nonattendance of classes does not constitute official withdrawal. Withdrawal will be permitted up to and including the final regular day of classes for all semesters or terms. No withdrawals are permitted during finals week.

### Incomplete Courses

When a course is not completed by the end of the semester or summer session, a professor may assign an incomplete (I) at his or her discretion. The student must be performing at a passing level and have a legitimate reason to receive an "I." Students cannot be assigned an "I" because they have excessive unexcused absences or because they are failing the course. Academic units and faculty members may establish their own policies in determination of legitimate reasons to assign the "I" grade.

At the time that the incomplete is issued, the instructor will submit information which specifies what work must be done to remove the "I" and the grade to be assigned if the work is not completed. This information is made available through the on-line system. The student is responsible for submitting the work by the deadline assigned by the instructor, not to exceed one year. If the "I" is not completed by the specified deadline, the grade will convert to the grade assigned by the professor.

In the event that a faculty member is no longer available, appropriate faculty shall be assigned by the dean or department chair to determine the grade.

### Grade Points

The grades of W (withdrawal), WA (administrative withdrawal), WP (withdrawal passing), WH (withdrawal health), CR (credit), NC (no credit), I (incomplete), or NR (not reported) are omitted in counting grade points. The grade of WF (withdrawal failing) will be calculated into the grade point as a failing grade. Grade point totals are calculated by multiplying the number of credit hours of a course by the number of points for the corresponding grade received. A student's GPA will be determined by dividing the total number of grade points by the total number of hours attempted with the exception of courses in which marks of CR, W, WA, WH, WP, NC, I, and NR are received.

The following system of points is used for computing GPA:

A	4.00
A-	3.75
B+	3.25
B	3.00
B-	2.75
C+	2.25
C	2.00
C-	1.75
D+	1.25
D	1.00
D-	0.75
F	0.00

### Auditing Courses

An Oklahoma City University student may audit a course (excluding courses offered by the School of Law) by attending class sessions and completing classroom assignments. No examinations are taken, and no credit is given. The student transcript carries the designation AU. The AU designation, once recorded on the transcript, may not be changed to a letter grade. Audited courses do not satisfy degree requirements. If a student determines that a course that has been audited is needed to fulfill a major requirement, the student must repeat the course and earn a letter grade.

A student may audit only if permitted by the appropriate school or department policy and on a space-available basis. Students may not audit individualized academic experiences such as internships, directed study, independent study, music lessons, dance instruction, etc. Audited courses will not be considered in a student's normal semester load.

**Procedure:** The audit option can only be selected through the second Friday of the regular semester and through the first Thursday after three class days of a summer session. Once the time period is over, the option to audit a course is forfeited. Students must obtain permission and the signature of the instructor whose course they choose to audit. An instructor has the right to refuse to permit students to audit a course. Students registered to audit a class are not guaranteed a space until after the time period. A separate audit form is available from the Registrar's Office.

**Fees:** Students are assessed a nonrefundable audit fee. Fee schedules are available from the Student Accounts Office. Audit fees are not part of the structure for block tuition charges and will be assessed in addition to regular tuition charges.

### Repetition of Courses

Graduate students may repeat a maximum of two separate courses, but cannot repeat any one course more than once. The repeated course number must be the same as that of the original course. The last grade received in a course is the one that will be calculated into the student's GPA. This grade will be posted in the semester earned. The first grade will be recorded on the transcript as an R (repeat) and excluded from the student's GPA.

### Course Numbering Systems

The first digit in each course number indicates the academic level at which the department places the course (1–freshman level, 2–sophomore level, 3–junior level, 4–senior level, and 5–graduate level). The second digit, in combination with the third, gives the course a unique number within its department and academic level. The second digit may be used to indicate sequence where two or more courses dealing with the same subject matter are sequential in arrangement. The third digit indicates the type of course. The type indicated by specific numbers varies from school

to school. The fourth digit indicates the number of semester hours credit assigned to the course.

Courses numbered 1000-4999 are for undergraduate students; 1000-2999 courses are freshman and sophomore level courses; 3000-4999 courses are junior and senior level (upper-division) courses. Graduate students who are satisfying program prerequisites or otherwise remedying deficiencies may, with approval, enroll in undergraduate courses, but will not receive graduate credit for such undergraduate course work.

Courses numbered 5000-9999 are for graduate credit in graduate degree programs; 5000-5999 courses are graduate courses that may be dual-listed with upper-division undergraduate courses; 6000-6999 courses are not open to undergraduate students. Courses numbered 7000-9999 are restricted to doctoral students; 9000-9999 courses are for independent study (such as research, thesis, or dissertation) and are restricted to doctoral students. The School of Law establishes its own course numbering policies.

### **Course Cancellation Policy**

The decision to cancel a course due to insufficient enrollment, faculty overload, or other circumstances will be made by the dean of the school offering the course in consultation with the instructor of the course. After notifying the Registrar's Office of a course cancellation, the dean will inform students enrolled in the course of the cancellation.

### **Final Examinations**

Final examinations are held in all courses upon the completion of each semester's or term's work. No one is to be excused from the final examinations. All classes will meet during the time stipulated by the Registrar's Office for final examinations. Students who have three final examinations scheduled on the same day may seek permission from either their professors or their academic dean to have one exam rescheduled for another day within final examination week.

### **Records and Transcripts**

All permanent records are in the Office of the Registrar. Requests for grades, transcripts, and diplomas should be made to that office.

A graduate student who completes the requirements for a degree cannot be issued a complete transcript or a statement that the requirements have been completed until the end of the semester or term in which he or she is registered for credits needed for the degree. Students who complete the requirements for a degree in a semester other than the spring semester may secure from the Office of the Registrar a statement that requirements for the degree have been completed.

Official transcripts may be ordered by mail or in person from the Registrar's Office. A request for official transcripts must include the following information:

- Student's full name (while enrolled)
- Student identification number
- Date of birth
- Last date of enrollment
- Current address and phone number
- Address where the transcript is to be sent
- Student's signature

The cost of official transcripts is included in the comprehensive records fee; therefore, there is no additional charge for transcripts. The registrar may limit the number of transcripts a student may receive within a given time period. Transcripts are not issued until all outstanding accounts with the university are paid in full. Students and former students may call Student Financial Services at (405) 208-5146, or go to the office in the administration building to determine their financial status.

Photo identification is required when picking up transcripts from the Office of the Registrar. Written authorization is required for a transcript to be released to a third party. Parents may obtain a student's transcript provided they have written authorization from the student or a signed affidavit stating that the student is their financial dependent according to IRS regulations.

## **THESIS AND CAPSTONE PROJECT ENROLLMENT AND GRADING POLICY**

The student must have an initial enrollment for the master's thesis, doctoral dissertation, or other graduate-level capstone project (all hereafter termed "thesis"). Following the initial enrollment in the thesis course, the student must maintain continuous enrollment or obtain an approved leave of absence during each regular semester until all degree requirements are completed, or the candidacy is discontinued. Upon successful completion of the thesis, a grade of CR will be recorded for the final semester of enrollment. The graduation date awarded will be the first graduation date after the final term of enrollment.

The student's initial enrollment for the thesis will be charged the current rate per credit hour for the course and will be subject to all standard fees. Subsequent enrollments will use a different number that will be of equal credit hours for the thesis, but only one credit hour will be charged and no fees will be charged.

Students are not required to enroll in the thesis during the summer session unless one of the following applies:

- the student is actively working on the thesis
- the student is seeking committee advice on the thesis
- the student is otherwise using university facilities
- the degree is to be conferred in the summer session

Subsequent to the initial enrollment for the thesis, if a student wishes to remain in the program without continuous enrollment, the student must request a leave of absence. Such requests must be submitted in writing to the dean of the student's program and must specify the reason for the request and the expected duration of the leave. Granting of such requests will be at the dean's discretion. Requests based on financial circumstances will generally not be granted. Failure to obtain an approved leave of absence will result in the student having to apply for readmission.

If a student does not comply, or has not complied, with the above procedures, then the student must reapply to the program of study and, if readmitted, enroll in sufficient hours of thesis to make the total hours thereof at least equal to the total thereof had he or she completed with continuous enrollment. Retroactive tuition will be assessed at the current semester rates. Readmission of the student to the program of study will be at the discretion of the dean of the student's school. Determination of the number of hours of thesis in which the student must enroll, along with the collection of the appropriate fees, will be the responsibility of the dean of the student's school and Student Financial Services Office.

### Thesis and Project Grades

X – Indicates that satisfactory progress was made during the semester. It is a neutral grade to be used only for thesis grades. This grade will remain a permanent grade on the student's transcript.

NC – No credit. Indicates that unsatisfactory progress was made during the semester.

CR – Credit. Indicates that the thesis was satisfactorily completed during the semester.

### Guidelines For The Graduate Thesis, Dissertation, Or Other Bound Capstone Product ("Thesis")

- All theses necessary for partial fulfillment of graduate degrees must be approved by the graduate student's committee and be submitted to the person designated by the graduate program three weeks before commencement. Exceptions must have prior approval of the program director and dean.
- The title page and abstract will follow a standard form that may be obtained from the graduate program directors.
- Style sheets are determined by each graduate program. Endnotes or footnotes are acceptable, but each program will use only one form of citation.
- In the case of serious, documented violation of the Academic Honesty policy in thesis work, a student will be dismissed from the university, subject to normal academic appeals processes.

### Preparing the copies

- Four copies of each thesis will be delivered to the Dulaney-Browne Library for binding (two copies for the library and two copies for the school/department).
- Each graduate student must pay a binding fee for each copy of the thesis. Additional fees may apply to theses that include additional work samples or media requiring special binding. The Dulaney-Browne Library will bind the copies of the theses, using the same binding, cover, and spine format for all graduate theses (Oklahoma City University blue with gold type).

### All copies will

- Be submitted to the library unbound on white, letter-size, acid-free, 20-24 pound, 25-100 percent rag content paper.
- Include the original signature of the student's thesis advisor and/or committee.
- Include one and one-half-inch left, and one inch right, top, and bottom margins.
- Use twelve-point type.
- Include type on one side only (except musical compositions).

### Thesis Submission Form

The student is responsible for completing the Thesis Submission Form as well as ensuring that each office has provided a signature acknowledging satisfactory completion of the requirements related to that office. Signatures should be received in the order stipulated on the form, with the Registrar's Office receiving the final copy of the Thesis Submission Form that includes all signatures. Failure to provide the completed form to the Registrar's Office will delay the posting of the degree and the release of the diploma.

## ACADEMIC HONESTY

Academic honesty is required in all aspects of a student's relationship with the university. Academic dishonesty may not be course-specific and includes falsification or misrepresentation of a student's academic progress, status, or ability, including, but not limited to, false or altered transcripts, letters of recommendation, registration or advising forms, or other documents related to the student's academic career at Oklahoma City University or other colleges or universities.

Students are personally responsible for the correctness and accuracy of information supplied to the university. Any student who knowingly gives incorrect information to the university is subject to disciplinary action which may lead to suspension.

Students are advised that cheating and plagiarism are not tolerated. The university expects all students to maintain a high standard of ethics in their academic activities. In this context, forms of academic dishonesty include, but are not limited to, cheating on tests, examinations or other class/laboratory work; involvement in plagiarism (the appropriate

tion of another's work and/or the unacknowledged incorporation of that work in one's own); collusion (the unauthorized collaboration with another person); misrepresentation of actions; and falsifying information.

Grievance procedures, found elsewhere in the catalog, do not apply to the academic honesty policy procedures listed below. Law students are subject to the code of conduct published in the *Oklahoma City University School of Law Student Handbook*.

**Course-based procedures:** Each faculty member will include in his or her syllabus either the university's academic honesty policy or a reference to the appropriate Oklahoma City University Web site regarding the academic honesty policy. The faculty member will include in the syllabus a description of the course-based consequences if a student fails to adhere to the academic honesty policy.

If, in the judgment of the faculty member, a student fails to conform to the academic honesty policy the faculty member shall inform, in writing, the student's academic dean, the provost/VPAA, and the student. Sanctions for a student's breach of the academic honesty policy vary according to the nature and the seriousness of the offense. Sanctions are at the discretion of the faculty member involved within the constraints of the course in which the offense occurred. Sanctions by the faculty member may include, but are not limited to, requiring a student to redo a class/laboratory assignment; recording an F (Failure) for a particular test, examination, class/laboratory assignment which involved dishonesty; or recording an F (Failure) for a final course grade.

**Appeal:** A student's appeal of the charge or the faculty-imposed sanction must be made in writing and delivered to the faculty member's dean within ten university business days after the date of the faculty member's letter outlining the infraction of the academic honesty policy. The appeal period is increased to twenty-one calendar days when the faculty member's letter must be mailed to a student residing outside the United States. If the tenth day (or twenty-first day, in case of a student residing outside the United States) falls on a weekend or university holiday, the appeal is due on the next university business day.

The faculty member's school/college will elect faculty members to serve on a faculty/student committee to hear all school/college appeals for that academic year. The dean of the school or college will appoint student(s) to serve on the committee. If a faculty member is on the committee and the faculty member taught the course in question, he or she will not serve on the school/college committee for this appeal. The dean will appoint a replacement member for this appeal. If the dean taught the course in question, the appeal will go directly to the associate provost.

There is a presumption that the faculty member's decision is correct and, in the absence of extraordinary circumstances, shall not be changed. The faculty committee will render a decision in writing regarding the student's appeal within fifteen university business days of receiving the appeal. The faculty/student committee may lessen the sanctions but may not increase the course-based sanctions. The faculty appeals committee's decision will be final, and there will be no further appeal of the faculty member's decision. If the student is exonerated no further action will occur.

**School/College-based Procedures:** If the student chooses to appeal and the appeal is not upheld or the student chooses not to appeal the faculty member's actions, the student's dean has the option of adding sanctions. Consequences may include loss of school/college-based scholarship funds, community service, or dismissal from the school/college. The dean can not change the student's grade. The dean must notify the student within ten university business days of the decision to impose additional sanctions. The appeal process is increased to twenty-one calendar days when the dean's letter must be mailed to a student then residing outside the United States. If the tenth day (or twenty-first day, in the case of a student then residing outside the United States) falls on a weekend or university holiday, the appeal is due on the next university business day.

**Appeal:** The student, within ten university business days after the date of the written notification of sanctions, imposed by the dean of the student's college/school, may appeal, in writing, to the provost/VPAA or associate provost. The provost/VPAA or associate provost's decision is final, and there will be no further appeal.

**Loss of privilege to withdraw from a course:** A student who has violated the academic honesty policy shall lose the privilege of withdrawing from the course in which the violation occurred in order to avoid the collateral consequences of sanctions which may be imposed by the faculty member teaching the course.

**Provost/VPAA-based Procedures:** The Office of the Provost will keep a file of all student violations of the academic honesty policy across the university. The provost/VPAA or associate provost may, at his or her discretion, convene the Student Probations and Petitions Committee to consider dismissal of the student from the university for grievous or repeated violations of the academic honesty policy. The provost/VPAA or associate provost must inform the student at least ten university business days prior to the time the Student Probation and Petitions committee meets. The student has the right to appear before the Student Probation and Petitions Committee. The Student Probation and Petitions Committee will convene and render a decision regarding dismissal of a student from the university or other actions. The decision of the Student Probation and Petitions Committee is final and can not be appealed. Students dis-

missed from the university for academic honesty violations will not be eligible for readmission.

## Grievance Procedure for Grade Appeal

A grade awarded by the course instructor is presumptively correct, and the instructor's determination is generally final. Other than for mathematical or data entry errors, no final grade can be changed except on proof of exceptionally egregious circumstances as defined below.

If a student has reasonable grounds to believe that a final grade received or final academic judgment made with respect to him or her in any course or program of study was based on violation of established university policies, procedures, or regulations, substantial error, bias, or miscarriage of justice, the student may, within ten school days of the receipt of the final grade, initiate a grievance. School days are defined as Monday through Friday when classes are in session, excluding breaks, final exam periods, and holidays. Grievance procedures for students attending programs outside the United States must be facsimiled or e-mailed within twenty-eight calendar days in order to meet the remainder of the deadlines. The process is composed of both informal and formal procedures.

### I. Informal Grievance Procedure

- A. The student should communicate with the instructor in an attempt to resolve the issue.
- B. If, after communicating with the instructor (or if, after reasonable effort on the part of the student to contact the instructor, she or he remains unavailable), the student still believes that the grade is based on violation of established university policies, procedures, or regulations, substantial error, bias, or miscarriage of justice, the student may take the grievance to the chair of the department in question. The chair will attempt to mediate the dispute. If there is no chair or the chair taught the course in question, the student should proceed to section II.

### II. Formal Grievance Procedure

- A. Only if the issue is still unresolved after meeting with the chair of the department, as outlined in section I, the student may initiate the formal grievance process with the dean. **NOTE:** If the dean taught the course, the associate provost will undertake the dean's responsibilities in the grievance procedure. The levels of action are clearly defined and include strict time limits designed to effect speedy resolution. No formal appeals procedure will be enacted if six months or more have elapsed since the incident. It is the responsibility of the student to initiate the process and follow it through. Failure of the student to move the appeal forward in the specified time limits will terminate the appeal.
  1. The student will first present his or her appeal to the dean of the college or school. The appeal will be in writing, in as much detail as possible, stating all aspects of the issue that the student believes pertinent. Grounds for review are limited to violation of

established university policies, procedures, or regulations, substantial error, bias, or miscarriage of justice. Copies of pertinent material in the student's possession or access will be included as appropriate.

2. Upon receipt of the material provided in section I, the dean will determine, within five school days, if the student has a prima facie case. If the dean determines that insufficient evidence has been presented by the student, he or she will dismiss the appeal. If the dean determines that there is evidence that, if believed, would constitute a prima facie case, the dean will provide, within ten school days of this determination, a copy of the written material to the faculty member in question. The dean will request a written response that details as completely as possible the position/opinion of the faculty member on all issues raised. Copies of exams, assignments, grade books, or other relevant information will be submitted with this response. The instructor will have ten school days in which to prepare his or her response.
3. The student will be given the opportunity to review the instructor's response and to provide additional written comments to the dean. This response will be given within five school days of the receipt of the faculty member's response to the dean. The dean will then render a decision on the appeal within five school days. The dean or his or her designee has the right to request, from any party, any additional information he or she believes is pertinent and appropriate. However, the request for information will not extend the five-day response period above. Unless the dean determines that sufficient evidence exists to support the student's allegation, the dean will deny the appeal. The dean has the authority to deny the appeal or forward the appeal to the associate provost, who will convene the Student Probation and Petitions Committee. The dean does not have the authority to change the grade, but may make a recommendation to the committee.
  - B. Either the student or the faculty member may appeal the dean's adverse decision within five school days of the receipt of the dean's decision by giving written notice of intent to do so. Upon such written notice to the dean, the dean will forward copies of all material to the associate provost, who will convene the Student Probation and Petitions Committee, which must meet within ten school days of receipt of the appeal. **NOTE:** If the faculty member who taught the class involved in the appeal is a member of the Student Probation and Petition Committee, the faculty member must recuse him or herself from the committee during the appeal. The committee will review all documentation and will reach a decision. The committee may request additional documentation if it believes it is appropriate to do so and may adjourn until the documentation is available. Both parties have the right to appear before the committee; however, to the fullest extent possible, the decision will be based on the written documentation provided. The committee

will uphold the originally issued grade unless it finds substantial evidence of violation of established university policies, procedure, or regulations, substantial error, bias, or miscarriage of justice. The committee's decision will be rendered as soon as practical after receipt of the documentation, but must be rendered within thirty days.

- C. If the committee determines that the above described process has not been followed correctly, the committee will order a rehearing of the case following the correct process.
- D. The decision of the committee is final.

## ACADEMIC PROBATION AND DISMISSAL

Graduate students whose cumulative GPAs fall below 3.0 will be placed on academic probation. Students on academic probation must raise their cumulative GPA to 3.0 or higher within the next nine credit hours attempted or will be dismissed from the degree program. Students who may need more than nine credit hours to be removed from academic probation may submit an appeal for an extension to the Student Probation and Petitions Committee and, if granted, are to maintain a 3.0 or higher GPA for courses taken in the interim. No student may graduate on academic probation, i.e., with a cumulative GPA below 3.0.

Individual schools, colleges, and graduate programs may establish academic standards more stringent than those stated here. In such cases, the student's appeal is heard by the Probation and Petitions Committee. The committee will consider the appeal based on the program's standards. If the appeal is not granted and the student wants to move to another graduate program, they must apply for admission to that program and be accepted by the school or program to which they apply.

### Readmission Policy for Students Dismissed for Poor Academic Performance

A student who is dismissed from the university for academic reasons must wait one full academic year before applying for readmission. The latest date by which readmission requests must reach the Office of the Registrar in order to be considered for earliest possible readmission will be indicated in the letter of dismissal. The Student Probation and Petitions Committee will review any request for readmission. Requests for readmission will be reviewed prior to the semester in which the student is eligible to re-enroll.

### Appeal Procedure for Academic Dismissal

Within fourteen calendar days (excluding university holidays) of the receipt of the written notice of dismissal, the student may initiate an appeal in the following manner:

1. The student must submit a written appeal to the registrar. The appeal should have as much detail as possible, stating all aspects of the issue that the student thinks pertinent. It is the responsibility of the student to initiate

the process and follow it through. Failure of the student to move the appeal forward in the specified time limit will terminate the appeal.

2. After making a determination that the appeal is filed in a timely manner, the registrar will convene the Student Probation and Petitions Committee to consider the student's appeal within ten school days of its receipt. School days are defined as Monday through Friday, when classes are in session, excluding breaks, final exam periods, and official university holidays. The Student Probation and Petitions Committee will review all documentation and reach a decision on the appeal. The committee may request additional documentation and may postpone the hearing until that documentation is available. The student has the right to appear before the committee; however, to the fullest extent possible, the decision will be based on written documentation provided.
3. The committee may affirm the decision to dismiss, overturn the decision to dismiss, or qualify the decision to dismiss.
4. If the committee affirms the decision to dismiss, the provost may review the documentation to determine that these procedures were followed. The provost's review will only address procedural matters.
5. The associate provost will notify the student within three school days of the decision of the committee.
6. A student who is matriculated in a graduate degree program at Oklahoma City University (except in the School of Law) is granted only one opportunity to appeal any dismissal for substandard academic performance. If the outcome of that appeal is reinstatement, any subsequent dismissal for substandard academic performance is final and may not be appealed.

**NOTE:** This procedure applies to all departments and schools within the university except the School of Law. Appeals of academic dismissal in the School of Law are heard by the Law School's Petitions and Retention Committee under the procedures and regulations set forth in the Law School's Student Handbook. Decisions of that committee are final, except that the president may review the documentation solely to determine that due process has been followed.

## GRADUATION PROCEDURES AND COMMENCEMENT

Graduate degree candidates should check with their program directors on their progress toward satisfying graduation requirements during the semester preceding final enrollment.

A student cannot graduate with more than 6 credit hours below B- in that graduate program. Grades below a C cannot count for graduation. Degree candidates must have a cumulative GPA of not less than 3.0 in hours attempted for the graduate program in which the degree will be conferred.

Only courses taken at Oklahoma City University are used in calculating the GPA.

There are three graduation dates (fall, spring, and summer) and two commencement ceremonies (December and May). Students completing degree requirements in the fall participate in the December commencement ceremony. Students completing degree requirements in the spring or summer terms of an academic year participate in the May commencement ceremony. All students should complete the application for graduation by the appropriate deadline published in the academic calendar—typically October for December commencement and February for May commencement.

A student who has three or fewer credit hours to complete in the fall semester of the following academic year may participate in the May commencement ceremony. To do so, the student must request permission from the Academic Affairs Office and complete the application for graduation before the application deadline published in the academic calendar. Completion of any degree-required comprehensive exam is not a requirement for participation in the commencement ceremony.

Before filing the application for graduation, each candidate should contact his or her dean to initiate a final degree check. A final degree certification must be submitted to the Registrar's Office by the appropriate dean. Consult the appropriate pages under Education for the requirements pertinent to certification. Responsibility for meeting graduation requirements lies with the student.

The date recorded on a diploma will be the graduation date (fall, spring, or summer) following the semester or summer term in which the student completes all requirements for the degree.

### **Graduation Honors**

The university recognizes the academic achievements of its candidates for degrees by the following honor awards:

**High Honors**—a cumulative GPA of 3.900 or higher.

**Honors**—a cumulative GPA of 3.750–3.899.

### **University Honors**

**Phi Kappa Phi:** Phi Kappa Phi is an all-discipline national honor society. Undergraduates, graduate students, faculty, professional staff, and alumni are eligible for membership. The organization is more than 100 years old, and election is by invitation only. The mission of Phi Kappa Phi is “to recognize and promote academic excellence in all fields of higher education, and to engage the community of scholars in service to others.”



**INTERNATIONAL EDUCATION**

**M.B.A. PROGRAM IN CHINA**

**THE CENTER FOR INTERPERSONAL  
STUDIES THROUGH FILM  
AND LITERATURE**

**DULANEY-BROWNE LIBRARY**

**COMPUTER AND  
INFORMATION RESOURCES**

**CAREER SERVICES**

**LEARNING ENHANCEMENT CENTER**

**ELS LANGUAGE CENTERS**





## INTERNATIONAL EDUCATION (STUDY ABROAD)

Oklahoma City University recognizes that an understanding of other cultures, languages, and global issues has become increasingly significant in the education of tomorrow's leaders. The university has a goal of integrating the campus into this interconnected world by providing opportunities for students to internationalize their educational experience, encouraging Oklahoma City University faculty to expand their own international experiences and internationalize their curriculum, and facilitating global awareness campus-wide.

### International Education Opportunities

At Oklahoma City University, students may travel to many countries with the intent of studying the language and culture or pursuing their required academic course work. Students may participate in study abroad programs for either a semester or an academic year (reciprocal exchange and affiliated/approved programs); one to five weeks (faculty-led study tours), or during summer and winter breaks (faculty-led affiliated/approved programs).

### Eligibility Requirements:

- A minimum 3.0 cumulative GPA to participate in academic year and/or semester study abroad programs.
- Junior or senior standing at Oklahoma City University to participate in academic year and/or semester study abroad programs (second semester sophomores considered on an individual basis).
- Overall good standing at Oklahoma City University.
- Demonstrated foreign language proficiency for programs where English is not the official language of instruction.
- Completed OIE Application for International Education and mandatory OIE orientation.

**Reciprocal Exchange:** A reciprocal exchange is specifically designed for students who wish to study at a foreign institution for either the academic year or one semester only, and who do not seek a degree from that institution. Reciprocal exchange allows Oklahoma City University students to pay Oklahoma City University tuition and fees but study at the foreign institution while remaining concurrently enrolled at Oklahoma City University. Federal financial aid and institutional aid are applicable toward Oklahoma City University tuition costs associated with reciprocal exchange programs as determined by the Office of Financial Aid.

Oklahoma City University currently has exchange agreements with the following institutions:

**Argentina—Universidad del Centro Educativo Latinoamericana (UCEL):** Students may study Spanish or pursue regular course work at UCEL, the first Methodist-affiliated university in Argentina. UCEL is located in downtown Rosario, Santa Fe, 300 km northwest of Buenos Aires,

Argentina's capitol city. Prerequisite: Minimum of four semesters of college-level Spanish.

**Austria—Alpen-Adria University at Klagenfurt:** Students interested in studying in Klagenfurt will find intensive language classes in German and Italian, as well as a variety of classes taught in English. The university is located in the capitol city of the beautiful southern province of Carinthia, nestled in the Tyrolean Alps next to the Worthersee Lake. Venice, Italy, is only a short train ride to the west and Vienna, Austria, is four hours due north. Carinthia is a charming example of the Austrian countryside, with welcoming people and a long history. Prerequisite: Four semesters of college-level German or Italian for language study.

**Japan—Ritsumeikan University (RITS):** RITS offers both undergraduate and graduate courses to Oklahoma City University students in areas such as law, social sciences, economics, international relations, and Japanese language studies. RITS is comprised of three university campuses, all part of the Oklahoma City University exchange program. RITS offers semester, academic year, and summer programs with over 500 courses taught in English. The name Ritsumeikan means "the place to establish one's destiny," offering students the unique opportunity to learn within an education system committed to cultivating individuality and internationalism simultaneously. Prerequisite: None.

**Partner Programs:** Partner programs exist so that students may enroll in an international institution through Oklahoma City University. Program tuition is paid to Oklahoma City University so that institutional financial aid and scholarships may be considered and utilized for program costs.

**England—Edge Hill University:** Many students enjoy the opportunity to study at Oklahoma City University's partner institution in Ormskirk, England. Edge Hill University has been providing high-quality education in liberal arts, business, and education for well over a century. Its impressive outdoor facilities include rugby, soccer and cricket fields, a full-size running track, plus tennis courts, a double gymnasium, and swimming pool. The picturesque campus is conveniently located in northwest England, removed from urban noise and distractions, only a short distance from Liverpool and Manchester, two of England's major centers for the arts. Prerequisite: None.

**Danish Institute for Study Abroad (DIS) – Denmark:** DIS is a specialized Danish institution offering study abroad programs in English for primarily American university students in their third or fourth year of study, with credit transfer to their home school. Established in 1959, DIS has a reputation of being intense, demanding, and rewarding, and of providing a challenging educational environment in a full-service framework. DIS offers site-specific courses and programs involving interactive and cooperative learning processes, individual and team-based research,

experiential learning through course-integrated field studies and study tours, and housing with the Danes. All courses, except the Danish Language and Culture class, are taught in English. Prerequisite: None.

**Faculty-led Study Tour (short term):** Oklahoma City University's academic departments offer a range of international study opportunities for credit each year. Some typical faculty-led classes/study tours include natural history and ecology courses in Central and South America through the Department of Biology; the British media comparison class through the Mass Communications Department; Meinders School of Business's Great Wall M.B.A. Program in China; and the Kramer School of Nursing offers a service-learning course in Mexico. Additionally, Oklahoma City University sponsors trips for performing arts majors. Past programs presented abroad include The Fantastiks (Singapore), The Boyfriends (Singapore and Malaysia), and the musical Oklahoma! (Malaysia) from the Margaret E. Petree College of Performing Arts; The Oklahoma City University Chamber Choir has performed in Taiwan, Thailand, Korea, and Hong Kong; and the Oklahoma City University Symphony Orchestra toured the People's Republic of China.

Faculty-led study abroad classes/study tours are coordinated through Academic Affairs. Students are encouraged to contact their specific departments to inquire about planned study tours, then apply for the study tours through Academic Affairs. Faculty-led class/study tour pricing does not typically include Oklahoma City University tuition and fees, but may include the cost of roundtrip airfare, accommodations, and some meals and activities associated with the program.

**Affiliated/Approved Programs:** Oklahoma City University students have studied in Australia, Ecuador, France, Ireland, Italy, and Russia through third-party study abroad providers or other U.S. university programs. Oklahoma City University holds affiliation agreements with private study abroad organizations such as Cultural Experiences Abroad, International Studies Abroad, and Study Abroad Italy, to name a few. The advantages for Oklahoma City University students to study abroad through one of the affiliated programs are that they expand the options available to our students, and Oklahoma City University students are eligible to apply for affiliate scholarships, which are not open to the general public. In addition, affiliate organizations make periodic site visits to Oklahoma City University to assist students with program information.

Global opportunities at Oklahoma City University expand each year. Students can keep informed of developing and upcoming international education opportunities by visiting the annual study abroad fair, contacting Oklahoma City University departments and faculty, or by scheduling an appointment with the director of academic services at (405) 208-5270.

## MASTER OF BUSINESS ADMINISTRATION IN CHINA

The Great Wall M.B.A. program was developed on a solid foundation of strong alliances. Oklahoma City University's Meinders School of Business has joined forces with Tianjin University of Finance and Economics (TJUFE) in China to develop a unique and powerful curriculum which provides students with a strong foundation of knowledge, business skills, and a network of business contacts throughout Asia and the entire world.

OCU has been offering an M.B.A. program in China since 1986. The Meinders School of Business M.B.A. program, in cooperation with TJUFE, was one of the first of its kind in China and boasts more than 650 highly successful and influential graduates. In 2002, it was selected as one of the best Sino-foreign M.B.A. programs in China by the Degree Committee of the State Council and the government of China. Tianjin University of Finance and Economics is a pioneer university in providing economics and finance education in China. In 2005 the OCU/TJUFE M.B.A. was expanded to include students from the West with a program that includes an eighteen-month residence in China. Chinese and Western students study collaboratively in pursuit of their M.B.A.

See a more detailed description of the Great Wall program on the Meinders School of Business home page [www.okcu.edu/business](http://www.okcu.edu/business).

## CENTER FOR INTERPERSONAL STUDIES THROUGH FILM AND LITERATURE

The center's mission is to develop creative programs through film and literature that engage individuals on the intuitive and experiential levels to understand themselves and others across time and space. Begun in 1997, the center brings a distinguished creative person to the campus each year (Poets Jimmy Santiago Baca, Lucille Clifton, Mark Doty, Joy Harjo, Jane Hirshfield, Li-Young Lee, Michael Ondaatje, Naomi Shihab Nye, and Natasha Trethewey as well as Poet Laureates Billy Collins, Ted Kooser, Charles Simic, and Robert Pinsky have been featured; Carolyn Forché will be the poet in April 2011); develops an annual documentary film series each spring; develops for the university and community an archive collection of quality videos and DVDs along with viewing suggestions and some lesson plans for grade school through university-level teachers; conducts field trips to Oklahoma City University for teachers and students from upper elementary through high school to view and discuss distinguished films; holds a book discussion series for the university and Oklahoma City community; collaborates with other campus and metropolitan organizations to support and encourage different groups to work together on creative projects; sponsors international cultural study trips for students from upper elementary grades through high school; and contributes to

the support of the Oklahoma City University Film Institute. The director teaches university courses related to the mission of the center as well as courses in the English department and courses for the film studies major in the Moving Image Arts Program. The Thatcher Hoffman Smith Endowment Fund and an advisory committee support the development of the center.

## DULANEY-BROWNE LIBRARY

Oklahoma City University supports two libraries, the Dulaney-Browne Library and the Law Library. While the collections and services of both libraries are available to all university students, faculty, and staff, all nonlaw-related library materials and services are provided through the five-story Dulaney-Browne Library building in the center of the campus.

The Dulaney-Browne Library provides access to thousands of high quality research resources for Oklahoma City University students, faculty, and staff. Library resources and services are available in the library or through the library's Web page ([www.okcu.edu/library](http://www.okcu.edu/library)) and include more than 194,000 books, 300,000 government documents, 5,400 videos and DVDs, several hundred current periodical subscriptions, 47,600 full-text online periodical titles, 1900 compact disc recordings, 9,000 musical scores, and 45,000 electronic book titles. Reference librarians provide assistance in finding information in the library, over the telephone, and via the Internet. Librarians also offer formal instruction to individuals and groups in the use and evaluation of information resources. Additional library resource services include the Archives and Special Collections (including the University Archives, the Oklahoma United Methodist Archives, and the Shirk Oklahoma History Center), the Foundation Center Cooperating Collection, the Center for Interpersonal Studies through Film and Literature Film Collection, and Government Documents provided through the federal depository program, and the Leichter Listening Library (in the Wanda Bass Music Center).

The library cooperates with other libraries in Oklahoma and around the world to provide students, faculty, and staff with access to their collections through OK-Share (a cooperative library card for Oklahoma academic libraries) and interlibrary loan (delivery to the library user of articles and books from other libraries).

Please contact the library (405) 208-5065, (405) 208-5068, or [AskALibrarian@okcu.edu](mailto:AskALibrarian@okcu.edu) or visit during regular library hours (Monday-Thursday 7:30 a.m.-midnight, Friday 7:30 a.m.-7:00 p.m., Saturday 10:00 a.m.-7:00 p.m., and Sunday noon - midnight) for more information.

## COMPUTER AND INFORMATION RESOURCES

**Campus Technology Services** maintains a dedicated area to aid students with their computer issues and it is centrally located in the McDaniel University Center. The **Student Technology Support Center** is staffed by trained technicians familiar with both Microsoft and Apple operating systems. The center offers a variety of student **support services** including:

- Walk-in and telephone support
- Technology-related consultation
- Hardware and software support
- Virus and malware removal
- Installation of campus-licensed software applications such as Microsoft Office and McAfee
- Assisted hardware upgrades
- Training
- A computer-based issue and support tracking system

Finding a computer to use on campus is easy with **16 computer labs** in various locations spread conveniently across campus. Lab hours vary by location. MS Office, MS Visual Studio, and web browsing capabilities are installed in each lab, and several labs have course specific software available. **Printing services** are available in all public-access labs as well as all public computing spaces on campus. Each semester students receive an allotment for printing via their OCU ID cards. All students are issued a user ID and password, which are required to log into the campus network to use the labs and access printing services.

**E-mail accounts** are provided to all students. E-mail can be accessed through the Internet from any location on or off campus. All students are provided disk space on the campus network to store files and create web pages.

All resident hall rooms are wired for **telephone and network** connectivity. Dorm residents may connect one computer or laptop to the campus network from their dorm rooms. A limited number of computers are available in each dorm lobby. **Wireless** network connectivity is available throughout the campus.

The Student Technology Support Center is located in the McDaniel University Center, lower level, Room 114. **Additional information** for the Student Technology Support Center regarding student computing, lab hours and locations, support and questions can be found at <http://starnet.okcu.edu/services/cts/geeks> or by calling 208-5555.

The University's **computer-use policy** is published on the university website at [www.okcu.edu/technology](http://www.okcu.edu/technology). All students should read this policy.

## CAREER SERVICES

The Office of Career Services is committed to assisting undergraduate and graduate students and alumni position themselves for success within their chosen fields of interest. The aim of Career Services is to assist students and alumni in identifying and implementing strategies to aid in career exploration and the career decision-making process.

Through Career Services, there are a number of resources and services that can help students who are entering the world of work or those who are looking to advance their careers. Current students and Oklahoma City University alumni are eligible to use the comprehensive resources available through Career Services, including the following:

- Individual career counseling
- Job search strategies
- Résumé and cover letter writing
- Internship resources
- Career fairs
- Interviewing techniques
- Alumni networking and mentoring
- Online career and employer resources
- Career planning for international students
- Self assessments
- Online job/internship posting system: [www.okcu.edu/careers](http://www.okcu.edu/careers)

Students are encouraged to schedule an individual appointment to discuss how the Office of Career Services can provide valuable information and review the skills needed to be successful within their professional areas of interest.

The Office of Career Services is located in the Meinders School of Business, Suite 200. Career Services office hours: Monday – Friday 8:00 a.m. to 5:00 p.m. and evening hours by appointment. Call (405) 208-5171 or visit [www.okcu.edu/careers](http://www.okcu.edu/careers).

## LEARNING ENHANCEMENT CENTER (LEC)

The LEC offers a variety of free services to students, such as one-to-one tutoring in most areas of the curriculum. Tutoring is provided in approximately forty-five-minute sessions. Students may discuss any aspect of their papers with tutors, and tutors may assist with specific areas suggested by faculty. Specialized assistance is available for the visually and hearing impaired. Selected PCs located in the LEC are equipped with screen magnification software. Also available is a dedicated PC that allows visually impaired students to scan text and have the computer read text aloud. Tutors also work with international students on English conversation and idioms.

The LEC is open Monday through Thursday, 8 a.m. to 9 p.m., and Friday, 8 a.m. to 5 p.m. Computers (PCs and Macs) are available. The LEC is located on the second floor of the Walker Center for Arts and Sciences. Students may schedule appointments on sign-up sheets located in the LEC or by calling the center.

## ELS LANGUAGE CENTERS

Oklahoma City University provides international students instruction in the English language through the ELS Language Centers® located on campus.

The Intensive English program at ELS Language Centers® provides thirty hours of instruction per week to move a student quickly to the goal of university entrance. New sessions begin every four weeks, and students are tested and placed in one of twelve levels. The intensive course is a complete English program including classes in structure/speaking, conversation, reading, writing, multimedia lab, and special-interest subjects.

ELS Language Centers® is accredited by the Accrediting Council for Continuing Education and Training (ACCET) and by the Oklahoma State Board of Regents for Higher Education. For information regarding this service, contact ELS Language Centers®, (405) 525-3738, [www.els.edu](http://www.els.edu) or e-mail [okc@els.edu](mailto:okc@els.edu).



Mark Y. A. Davies, Dean  
Terry R. Conley, Associate Dean  
Richard R. Johnson, Assistant Dean

**SCHOOL OF ADULT AND  
CONTINUING EDUCATION**

MASTER OF ARTS IN MASS COMMUNICATIONS  
(SINGAPORE)

MASTER OF LIBERAL ARTS

**SCHOOL OF LIBERAL ARTS  
AND SCIENCES**

MASTER OF ARTS IN APPLIED SOCIOLOGY—  
NONPROFIT LEADERSHIP

MASTER OF ARTS IN TEACHING ENGLISH TO  
SPEAKERS OF OTHER LANGUAGES (TESOL)

MASTER OF EDUCATION

MASTER OF FINE ARTS IN CREATIVE WRITING

GRADUATE CERTIFICATE IN CREATIVE WRITING

MASTER OF SCIENCE IN CRIMINOLOGY

MASTER OF SCIENCE IN HEALTH  
AND HUMAN PERFORMANCE

**WIMBERLY SCHOOL OF RELIGION AND  
GRADUATE THEOLOGICAL CENTER**

MASTER OF RELIGIOUS EDUCATION

ARCHIVAL  
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Visit [okcu.edu](http://okcu.edu) for the

# PETREE COLLEGE OF ARTS AND SCIENCES

## ACADEMIC POLICIES

The following academic policies apply only to the graduate programs in the Petree College of Arts and Sciences—Master of Arts in Applied Sociology—Nonprofit Leadership, Master of Arts in Teaching English to speakers of other languages (TESOL), Master of Fine Arts in Creative Writing, Master of Science in Criminology, Master of Education, Master of Liberal Arts, and Master of Science in health and human performance. Please see specific program descriptions for more details on policies in each program.

### Transcript Requirements

No student will be admitted to a graduate program in the Petree College of Arts and Sciences without submitting complete, official transcripts from all institutions attended with evidence of an undergraduate degree or equivalent to a United States bachelor's degree. Failure to submit all transcripts will result in immediate dismissal.

### Maximum Number of Transfer Credits Accepted

Six credits may be accepted for transfer from other regionally accredited institutions. In exceptional cases, more credits may be transferred with the approval of the program director and dean.

### Age of Transfer Credit Accepted

Generally, only course work completed within five years of admissions to Oklahoma City University will be accepted for transfer credit. In exceptional cases, course work completed within ten years of admission may be transferred with the approval of the program director and dean.

### Minimum Residency Requirements

The minimum number of hours in residence for each program may be calculated by subtracting the number of transfer credits allowed from the total number of hours needed to graduate. Transfer credits are not accepted after a student has begun a graduate program except with approval of the program director and dean.

### Maximum Number of Below B- Grades Allowed

A maximum of 6 credit hours below B- are allowed. No grades below C- will be accepted. TESOL students are not allowed to make grades below B- in designated core courses.

### Maximum Number of Repeat Courses

A course may be repeated only once. Students may have only two repeats in a graduate program. If, after repeating a course, a student fails to receive at least a C-, the student will be automatically dismissed from the university.

### Academic Probation Policy

Programs in the Petree College of Arts and Sciences follow the university's academic probation policy. See the Academic Regulations section of this catalog.

### Academic Appeals

The university academic appeals process will be followed by the graduate programs of the Petree College of Arts and Sciences, with one notable exception. A Graduate Programs Committee composed of the graduate program directors, the associate dean, and the dean will hear all grievances. An appeal to this committee will take the place of an appeal to the dean in the academic appeals process. The dean will chair the Graduate Programs Committee.

### Applying for Readmission

A student who has been dismissed from the university must wait a full academic year before applying for readmission.

### Maximum Course Load

Students may enroll in a maximum of 12 hours in each of the fall and spring semesters, 6 hours in each of the summer terms. In exceptional cases, a student may enroll in more hours if approved by the program director and dean.

### Independent Study/Directed Readings Hours

The maximum number of combined independent study and directed readings hours allowed during graduate studies is 6 hours. In exceptional cases students may take more than 6 hours of independent study/directed readings with approval of the program director and dean.

### Incomplete Policy

Petree College of Arts and Sciences follows the university's incomplete policy. In addition to the normal university requirements, all students must sign a contract with their professors regarding assignments to be completed and deadlines for course completion. If course requirements are not completed in the agreed-upon period of time, the I (incomplete) will be removed and converted to a grade indicated in the contract.

### Time to Finish a Degree

Graduate degrees must be completed within six years.



Dr. Leo G. Werneke, Director

**SCHOOL OF ADULT AND  
CONTINUING EDUCATION**

MASTER OF ARTS IN MASS  
COMMUNICATIONS (SINGAPORE)

MASTER OF LIBERAL ARTS

ARCHIVAL  
Not a current catalog  
Visit [okcu.edu](http://okcu.edu) for the

current course catalog

# MASTER OF ARTS IN MASS COMMUNICATIONS PROGRAM IN SINGAPORE

The Master of Arts degree in mass communications (MAMC) is a 36 credit hour program conducted exclusively in Singapore. Students in the graduate program enroll in cohorts and take courses with that same group. The program consists of a total of twelve 3-credit hour modules, taught in a nine-day, 3 1/2 hour per class session format. The program is writing intensive and focuses on the advertising and public relations areas of mass communications. The twelfth and last module is devoted to practical applications. All the modules comprising the MAMC curriculum are taught by full-time faculty members of the OCU Department of Mass Communications.

## Admission Requirements

Prospective students must have a bachelor's degree from a locally accredited (in Singapore: Ministry of Education) college or university and have attained the equivalent of a cumulative GPA of 3.0 or higher. Students with a 2.75 GPA may be admitted on probation. Students admitted on probation must attain a 3.0 GPA within the first nine hours of their participation in the MAMC program or face dismissal.

Prospective MAMC students whose undergraduate major was in a non-mass communications-related field must complete the Graduate Certificate in Mass Communications program offered in cooperation with the Management Development Institute of Singapore (MDIS) with a minimum 3.0 GPA. Those who attain a minimum 2.75 GPA may be admitted on probation.

Students whose native language is not English must meet the current English language proficiency requirements as specified in the current edition of the OCU Graduate Catalog. An oral interview also may be required. Singapore nationals are exempt from the English language proficiency requirements.

## Graduation Requirements

Students must complete all 12 modules of the MAMC program with GPA of 3.0 or higher.

Only one grade of "C+" may be included on the student's transcript.

Students are permitted to repeat (re-module) a total of two modules and can repeat a module only one time.

## MASTER OF ARTS IN MASS COMMUNICATION (M.A.)

### Required Courses

Credit Hours: 36

MAMC 5103	Applications for Integrated Marketing Communications: Advertising and Promotions	3
MAMC 5203	Corporate Communications	3
MAMC 5303	Advertising Creative Strategies	3
MAMC 5313	Public Relations: Special Event Planning, Crisis Communication, and Management Techniques	3
MAMC 5403	Media Management: Issues, Ethics, and Applications	3
MAMC 5513	Corporate Media Communications and Presentations	3
MAMC 5603	Publication Development and Design	3
MAMC 5703	Strategic Development for Integrated Marketing Communications	3
MAMC 6003	Specialized Graphic Design	3
MAMC 6013	Research Methods	3
MAMC 6113	Interactive and Non-Traditional Marketing Strategies	3
MAMC 6173	The Professional Experience	3

## MASTER OF LIBERAL ARTS

Director: Bennett

### The Program

Oklahoma City University's Master of Liberal Arts (M.L.A.) degree program is designed to enable adults to acquire broader knowledge, deeper insight, and greater understanding of our cultural heritage in the humanistic, social, political, and scientific aspects of contemporary civilization. The M.L.A. seeks to lift adults above the provincialism commonly associated with our rapidly changing, increasingly specialized world and to provide them with those general skills that traditionally reflect a liberal education—the abilities to summarize, analyze, evaluate, and synthesize in written and oral discourse—all in an intellectual setting of reflection and value-conscious discourse.

### The Student

To be admitted to the program, the M.L.A. student must have earned from a regionally accredited four-year institution a bachelor's or equivalent four-year professional degree. Many students are professionals in the community—attorneys, executive and management personnel, dentists, teachers, doctors. All share the desire for liberal learning, which is a helpful resource in developing the perspective necessary for critical decision making, creative leadership, and enriched personal growth. The M.L.A. student has a developed spirit of independent inquiry and is aware of the value of a strong background of liberal study, but is not interested in the strict formality of a conventional degree program.

Students must conform to university requirements for graduate students, and maintenance in the program will be subject to conformity with these requirements.



## The Faculty and Administration

The M.L.A. program invites the participation of all full-time members of the Oklahoma City University faculty. In addition, distinguished professors and other members of the community with appropriate academic and distinguished professional credentials are sought out and employed in service of the program.

The M.L.A. program is chartered by the faculty of the Petree College of Arts and Sciences. Program policy is established and amended by the Petree College of Arts and Sciences faculty. The director of the School of Adult and Continuing Education and the M.L.A. director administer the program, and the Graduate Council approves all substantial changes. The M.L.A. director approves course offerings and faculty appointments, reviews degree requirements, certifies graduates, and makes general recommendations as to the administration of the program.

## The Curriculum

The M.L.A. curriculum offers two opportunities for study. Students may choose between the general studies or the leadership/management degree programs. Both programs are 36 hours and allow the students the flexibility to design a program that is not only personally enriching but also of maximum personal and professional benefit.

**General Studies:** The general studies degree is designed to accommodate the curious adult learner who recognizes that learning is an ongoing and evolving process which remains with us all our lives.

## MASTER OF LIBERAL ARTS (M.L.A.)

### General Studies

Required Courses	Credit Hours: 36
INDP 6003	Liberal Arts in Western Culture 3 hours
INDP 6113	Contemporary Topics in Behavioral Sciences 3 hours
INDP 6213	Contemporary Topics in Humanities 3 hours
INDP 6313	Contemporary Topics in Natural Sciences 3 hours
XXXX 6XXX	6000-Level Elective 3 hours
XXXX 5XXX	Approved MLA Graduate Electives* 21 hours

**Leadership/Management:** The Leadership/Management degree is applicable for those who wish to hone their business skills as well as become aware of the current trends in the humanities, natural sciences, and social sciences.

## MASTER OF LIBERAL ARTS (M.L.A.)

### Leadership/Management

Required Courses	Credit Hours: 36
INDP 6003	Liberal Arts in Western Culture 3 hours
MGMT 5713	Organization and Managerial Process 3 hours
MKTG 5103	Strategic Marketing Decisions 3 hours
MGMT 5703	Legal and Ethical Environment of Business 3 hours
MGMT 5503	World Economy & International Business 3 hours
XXXX 6XXX	Business Class Elective 3 hours
XXXX 5XXX	Approved MLA Graduate Electives* 18 hours

\*Traditionally, approved M.L.A. Graduate Electives are offered in the departments of Art, Criminology, English, History, Justice Studies, Mass Communications, Modern Languages, Moving Image Arts, Philosophy, Photography, Political Science, and Sociology. They will be listed in the course schedule as graduate classes under the department prefix. New courses are added to the M.L.A. curriculum each semester, while standard, popular offerings are retained.

## Degree Requirements

The M.L.A. degree does not require a thesis, GRE, or foreign language (although foreign languages may be studied for M.L.A. credit). To receive the M.L.A. degree, the student must satisfy the following requirements:

1. Complete 36 hours of approved graduate study within six years of the date of admission.
2. Maintain a GPA of 3.0 or above. Students failing to maintain a B average over two semesters will be dismissed from the program.
3. A maximum of 6 hours of Independent Study may be taken toward satisfying the M.L.A. degree requirements.
4. A maximum of 6 hours of transfer graduate credit from another accredited institution may be considered toward satisfying the M.L.A. degree requirements. Transfer credits must have been taken within five years prior to the date of admission and must not have been used in attaining a previous degree. Credit is not given for study by correspondence.

## Admission

Admission to the M.L.A. program requires completion of a bachelor's degree from a regionally accredited college or university with a GPA of 3.0 or higher on a 4.00 scale. Probationary admission may be allowed for promising students whose GPA falls between 2.75 and 2.99.



### **SCHOOL OF LIBERAL ARTS AND SCIENCES**

MASTER OF ARTS IN APPLIED SOCIOLOGY—  
NONPROFIT LEADERSHIP

MASTER OF ARTS IN TEACHING ENGLISH TO  
SPEAKERS OF OTHER LANGUAGES (TESOL)

MASTER OF EDUCATION IN  
APPLIED BEHAVIORAL STUDIES

MASTER OF EDUCATION WITH  
AMERICAN MONTESSORI CERTIFICATION

MASTER OF FINE ARTS IN CREATIVE WRITING

GRADUATE CERTIFICATE IN CREATIVE WRITING

MASTER OF SCIENCE IN CRIMINOLOGY

MASTER OF SCIENCE IN HEALTH  
AND HUMAN PERFORMANCE



# MASTER OF ARTS IN APPLIED SOCIOLOGY—NONPROFIT LEADERSHIP

Director: Spinks

Faculty: Cowgill, Horn, Kurtz

## Program Description

Oklahoma City University's Master of Arts in applied sociology in nonprofit leadership is designed to develop the moral, ethical, professional, and scholarly knowledge, skills, and abilities of future servant leaders in the nonprofit sector. The program prepares leaders for the increasingly important body of work performed by nonprofit organizations. Nonprofit organizations are now considered the critical third aspect of the partnership (business and industry, government, and the nonprofits) necessary to adequately meet the complicated needs of our 21st Century society.

After a century of being relegated to the category of work performed by the semiprofessional, today's nonprofit executive is required to lead organizations through the complicated maze of increasing accountability requirements, new laws and regulations, and changing accounting rules. The tremendous increase in demand for accountability from nonprofits for the use of the charitable dollars they receive requires insightful and prepared leaders who understand the fundamentals of nonprofit organizations as well as the changing demands of the social context in which they operate. Nonprofit leadership is no longer a second career for the retired or an easy job for the less talented. It has become a profession in a growth industry that demands prepared leaders with finely honed skills that are unique to the work.

The curriculum employs a sociological perspective (i.e., specific sociological theories identifying patterns in human interaction) to illuminate how and why actions exist, the consequences or implications of such actions, and how to change such actions. Leaders in nonprofits need to understand such issues as organizational social theory in order to effectively deal with complex situations, e.g., those involving a paid and unpaid labor force.

This program partners with community leaders and organizations who want to invest in the future of nonprofits. Students in theology, sociology, justice studies, psychology, religion, dance, or music may all be interested in studying nonprofit leadership.

## Admission Requirements

Applicants to the M.A. in applied sociology-nonprofit leadership and to the certificate in nonprofit leadership programs must possess an a bachelor's degree conferred by a regionally accredited university by the time of matriculation in the program. All applicants must have earned a cumulative undergraduate GPA of 3.000 or higher. Applicants with an undergraduate GPA in the range of 2.75 to 2.999 may be admitted on probation with the permission of

the program director. All applicants must submit letters of recommendation from academic sources or from supervisors in the nonprofit field, along with an essay that includes the student's rationale for pursuing the degree or certificate. Complete details on the admission process and requirements are available from the Graduate Admissions Office.

## MASTER OF ARTS IN APPLIED SOCIOLOGY - NONPROFIT LEADERSHIP

Degree Requirements		Credit Hours: 36
SOC 6003	Sociological Foundations of Nonprofits	3
SOC 6013	Sociology of Leadership I	3
SOC 6113	Sociology of Leadership II	3
SOC 6213	Resource Mobilization and Development	3
SOC 6313	Law and Nonprofit Organizations	3
SOC 6413	Nonprofit Financial Oversight	3
SOC 6513	Strategic Planning and Program Development for Nonprofits	3
SOC 6613	Research Data in Nonprofits	3
SOC 6713	Nonprofit Program Evaluation	3
SOC 6813	Advocacy for Social Change	3
SOC 6913	Marketing for Nonprofits	3
SOC 6993	Professional Project	3

## CERTIFICATE IN NONPROFIT LEADERSHIP

Requirements		Credit Hours: 15
SOC 6003	Sociological Foundations of Nonprofits	3
SOC 6213	Resource Mobilization and Development	3
SOC 6413	Nonprofit Financial Oversight	3
SOC 6513	Strategic Planning and Program Development for Nonprofits	3
SOC 6913	Marketing for Nonprofits	3

## Accelerated Format and Time to Complete the Program

Courses in the nonprofit leadership degree and certificate programs are taught in an accelerated eight-week format in which classes meet once per week in the evening. Full-time students in the graduate degree program will typically be enrolled in two classes during each eight-week session. This will enable full-time students who are making satisfactory progress to complete their degree in one calendar year. Students in the certificate program will typically be enrolled in one class during each eight-week session and can complete the requirements for the certificate in one calendar year. Students may choose to complete the degree or certificate program at a slower pace than this.

## Course Calendar

The following calendar of course offerings is provided for planning purposes. Consult with the program director for information about completing either program at a different pace.

### Fall Semester

Term I  
 SOC 6003 Sociological Foundations of Nonprofits  
 SOC 6013 Sociology of Leadership I

Term II  
 SOC 6113 Sociology of Leadership II  
 SOC 6213 Resource Mobilization and Development

## Spring Semester

Term III  
SOC 6313 Law and Nonprofit Organizations  
SOC 6413 Nonprofit Financial Oversight

## Term IV

SOC 6513 Strategic Planning and Program Development for Nonprofits  
SOC 6613 Research Data in Nonprofits

## Summer

Term V  
SOC 6713 Nonprofit Program Evaluation  
SOC 6813 Advocacy for Social Change

## Term VI

SOC 6913 Marketing for Nonprofits  
SOC 6993 Professional Project

# MASTER OF ARTS IN TEACHING ENGLISH TO SPEAKERS OF OTHER LANGUAGES

Chair: R. Griffin

Faculty: Rueckert, Zhou, Rey

## Program Description

The university offers this Master of Arts degree to prepare competent and conscientious professionals in the field of teaching English to speakers of other languages (TESOL). The degree program consists of 36 credit hours and is designed to provide students with a solid theoretical foundation and the necessary professional skills in TESOL at different levels of education (early childhood, elementary, secondary, tertiary, and adult literacy) and in different milieus (English as a foreign language and English as a second language). It aims to equip students with the linguistic knowledge, cultural understanding, and pedagogical training essential in the various aspects of TESOL including, among other things, curriculum design, material preparation, methodologies, classroom procedures, and assessment.

## Certificate in TESOL

The certificate is an 18 credit-hour program created for those who do not want to pursue a master's degree but desire credentials in TESOL that will aid them in gaining employment in TESOL both domestically and overseas.

## Admission Requirements

All applicants must possess a bachelor's degree from a regionally accredited college with a GPA of at least 3.0 on a 4.0 scale. The applicant with a GPA slightly below 3.0 may, with permission of the program chair and graduate faculty, enter the program on probation; he or she must maintain a minimum GPA of 3.0 in the graduate curriculum to continue.

Students admitted on probation may take a maximum of nine hours per semester and cannot enroll for the following semester until they are fully admitted.

All TESOL students (international and domestic) are required to take Methods of Research (TESL 6903). In addition, all international and probationary students are required to take Research and Writing (GRED 5003).

## Admission Procedure

The application for admission to the Master of Arts in TESOL may be secured from the Office of Graduate Admissions or the International Admissions Office. (See Graduate Admission in this catalog.)

## Transfer of Graduate Hours

To be transferable, course work completed at another institution must be certified as graduate credit by that institution and must fit into the student's plan of study. Usually, a maximum of 12 semester hours may be transferred from another institution. (Transfer of more than six hours requires approval of the program director and dean). The acceptance of transferred course work will be decided by the student's advisor and the program director at the time the student program is planned.

## Minimum Grade Requirements

A cumulative GPA of 3.0 must be maintained to continue enrollment in the program. Students whose GPA falls below 3.0 are placed on probation and have one semester to meet the 3.0 GPA requirement. No more than two grades below B- are acceptable on course work, excluding TESOL core courses which must be completed with a B or above on all course assignments. After a student has completed a course, it cannot be dropped from the plan of study because of a low grade unless a change in the plan is first approved in writing by the student's advisor and the program director. A course with a grade below C cannot be used as part of the graduate curriculum.

## Advising

Upon receiving a letter of admission, the student should make an appointment to confer with the program chair or an appointed advisor prior to enrolling. Telephone listings and office hour schedules for all the advisors are available in the education division office at (405) 208-5371. The advisor will assist the student in planning the program and selecting courses for the degree.

## Comprehensive Examinations

All candidates for the M.A. in TESOL are required to complete successfully a comprehensive examination, usually scheduled in the student's last semester of course work. Format, times, and location will be announced early in the semester. Applications and instructions for the examination are available in the division of education office. Applications must be signed by the advisor and the program director. A copy of the completed application is required for entry into the examination room.

## Thesis Option

Before electing the thesis option as part of the requirements for the M.A. in TESOL, a candidate must demonstrate the following qualifications:

1. The candidate must possess a GPA of 3.8 or higher.
2. A thesis proposal based on guidelines set by the TESOL program must be completed and approved by the advisor.
3. The candidate must have completed Methods of Research with an A (not A-) both in the course and on the research proposal in the course. Additional writing samples from other research-oriented courses will be requested and evaluated by the department to determine if the student is prepared to write a thesis.

Candidates who have met the above qualifications and elect the thesis option must fill out a thesis application and obtain approval from their advisors and the program director at least one semester prior to the initiation of the writing process. A thesis advisory committee will then be formed for the student who has been approved to write a thesis. Candidates who choose the thesis option will be required to complete the minimum of 33 hours plus 3 hours of thesis.

Normally, students are expected to complete the thesis during the semester of enrollment. However, the research design for the problem may be such that one semester is not sufficient for completion of the study. In this case, the student must secure the approval of his or her thesis advisory committee, and an "X" will be recorded. Except for extreme extenuating circumstances, the extension may not exceed one semester. If the "X" is not converted to a grade by the end of the extension period, the student will be required to re-enroll in the Thesis in TESOL (TESL 6983). Re-enrollment of more than one time will not be permitted without filing a new plan of study, which must be approved by the thesis advisory committee.

## Thesis Submission and Style

Theses that have been approved by the thesis advisory committee must be submitted to the TESOL department at least three weeks before commencement. Exceptions must have prior approval of the thesis advisory committee. The writing style of the thesis must comply with the American Psychological Association (APA) Style Manual. For other information on thesis writing, see Academic Regulations.

## MASTER OF ARTS IN TEACHING ENGLISH TO SPEAKERS OF OTHER LANGUAGES

**Degree Requirements** **Credit Hours: 36**

**Required TESOL Courses:** **15**

TESL 5013	Pedagogical Grammar	3
TESL 5103	Studies in Linguistics	3
TESL 5423	Theory and Methods of TESOL	3
TESL 5513	ESL and EFL Assessment	3
TESL 6873	Practicum in TESOL	3

**Specific Language Issues and Skills:** **9**

Select from the following:

TESL 5113	American English Phonology	3
TESL 5143	Instructional Strategies in Writing	3

TESL 5313	American Culture through American Literature	3
TESL 5713	Psycholinguistics	3
TESL 6103	Foundations of Reading	3
TESL 6113	Intercultural Communication	3
TESL 6363	Language and Culture	3

**Education Core:** **6**

(9 hours for international/probationary students)

ELED 5023	English Language Learning in the Classroom	3
GRED 5003	Research and Writing	3
GRED 6513	Sociological Foundations of Education	3
GRED 6773	History of Educational Thought	3
GRED 6813	Psychological Foundations	3
TESL 6903	Methods of Research	3

**Suggested electives:** **6**

(3 hours for international/probationary students)

GRED 5213	Effective Teaching Techniques	3
TESL 5413	Technology in the Classroom	3
TESL 5163	Issues in TESOL	3
TESL 6983	Thesis in TESOL	3

## CERTIFICATE IN TESOL

**Certificate Requirements** **Credit Hours: 18**

TESL 5013	Pedagogical Grammar	3
TESL 5103	Studies in Linguistics	3
TESL 5423	Theory and Methods of TESOL	3
TESL 5513	ESL/EFL Assessment	3
TESL 6873	TESOL Practicum	3
And any one of the TESOL cultural studies or specific linguistics/skills courses		3

## MASTER OF EDUCATION IN APPLIED BEHAVIORAL STUDIES

Coordinator: Farha

Faculty: Glenn

Adjunct Faculty: Bader, Braddock, Charney, Hackman, Horn, McCharen

Although the applied behavioral studies (ABS) and counseling programs are housed in the Department of Education, they function independently and the ABS coordinator reports directly to the dean of the college.

The one year, 33 hour fast-track master's degree in applied behavioral studies is designed for pre-counseling and related professionals who are involved in the field of learning, development, and group processes in human behavior settings such as mental health facilities; government, business and industry; and organizational contexts. Those interested in becoming a licensed professional counselor (LPC) can do so through participation in this 33-credit hour program and by taking five additional courses.

Examples of those who might be interested in this degree would include workers in mental health, human development, consulting, teaching, adult learning, human resources, training & development, human services, and student personnel.

The program is designed for fall admission and is “fast-track” in that most of the courses are offered in a once-per-week, 8-week session. Each course requires a one weekend seminar. This allows full-time students beginning in the fall to finish in one year and part-time students beginning in the fall to finish in two years. Some summer course work is required. The full-time student will take two courses at a time, and the part-time student takes one course at a time. Because of this unique structure, students may have to attend some classes on days when the university is otherwise closed.

## APPLIED BEHAVIORAL STUDIES (M.ED.)

### Core Courses:

ABS 5703	Behavior Pathology	3
ABS 5314	Assessment I	4
ABS 5713	Counseling Theories	3
ABS 6813	Personality & Human Development	3
ABS 6975	Professional Orientation/Ethics	5
ABS 6903	Research Methods	3

### Electives

Approved to total 33 hrs

ABS 5091-6	Independent Study	
ABS 6513	Socio-cultural Foundations	3
ABS 6743	Group Process	3
ABS 5363	Topics	3
ABS 5503	Addictions	3
ABS 5813	Career Development	3
ABS 5313	Sexual Issues	3
ABS 5413	Crisis Intervention	3
ABS 5513	Death & Dying	3
ABS 5213	Issues in Mental & Physical Health	3
ABS 5613	Gerontology	3
ABS 5564	Marriage/Family Therapy	4

[curriculum/sequence subject to change]

## M.Ed. in Applied Behavioral Studies: Professional Counseling

The Petree College of Arts & Sciences at OCU offers the **Master of Education (M.Ed.) degree in Applied Behavioral Studies: Professional Counseling**. It is designed to train students to become professional counselors and render services to individuals, groups, and families experiencing normal adjustment difficulties of a personal, social, or career nature in settings such as community counseling centers, mental health clinics, guidance centers, human service agencies, drug and alcohol treatment facilities, university counseling centers, abuse shelters, religious counseling centers, and private practice (once licensure is attained). Students are encouraged to secure internships in settings consistent with their specific areas of professional interest.

### Structure

To attain the professional counseling concentration, the student must accrue at least 60 credit semester hours, including field experience. Because space is limited, not all qualified applicants are admitted. The sequenced, mental health program of study is designed to meet the Oklahoma academic requirements to become a Licensed Professional Counselor (LPC) as set forth and granted by the State Department of Health.

Students first meet academic requirements for the 33 hour M.Ed. in Applied Behavioral Studies (ABS), then complete 5 more courses (including field experience) to have the “Professional Counseling” designation added to their transcript. This brings the total to 60 credit hours (as required by statute).

Most courses are offered in the evening, but flexible day-time schedules are necessary for Practicum and Internship. The program is designed for fall admission and is “fast-track” in that most of the courses are offered in a once-per-week, 8-week session. This allows full-time students beginning in the fall to finish in two years (and part-time students beginning in the fall to finish in about four years). Some courses, such as Practicum and Internship will be offered in the traditional 15 week semester. Each 3 credit hour course requires a one weekend seminar while 4 credit hour courses will require more. Some summer course work is required. Because of this unique structure, students may have to attend some classes on days when the university is otherwise closed.

## Philosophy

Emphasizing a practitioner-wellness model, counseling at Oklahoma City University is viewed as an integration of art and science. As such, the counselor’s effectiveness becomes a product, in part, of personal awareness and creativity. The “experiential” philosophy of the program reflects this belief by emphasizing students’ personal growth and development as critical in the training of counselors. It is therefore assumed that students not only desire, but also intend to pursue the inspection of their personal identity, growth, and development—both inside and outside the classroom—as an integral part of their graduate studies in counseling at OCU.

## APPLIED BEHAVIORAL STUDIES: PROFESSIONAL COUNSELING

### Core Courses:

ABS 5703	Behavior Pathology	3
ABS 5314	Assessment I	4
ABS 6314	Assessment II	4
ABS 5713	Counseling Theories	3
ABS 6714	Advanced Counseling Techniques	4
ABS 6813	Personality & Human Development	3
ABS 6975	Professional Orientation/Ethics	5
ABS 6903	Research Methods	3
ABS 6776	Practicum	6
ABS 6979	Internship	9

### Electives approved to total 60 hrs

ABS 5091-6	Independent Study	
ABS 6513	Socio-cultural Foundations	3
ABS 6743	Group Process	3
ABS 5363	Topics	3
ABS 5503	Addictions	3
ABS 5813	Career Development	3
ABS 5313	Sexual Issues	3
ABS 5413	Crisis Intervention	3
ABS 5513	Death & Dying	3
ABS 5213	Issues in Mental & Physical Health	3
ABS 5613	Gerontology	3
ABS 5564	Marriage/Family Therapy	4

## Candidacy

Near completion of the 33 hour M.Ed. in Applied Behavioral Studies, students will be evaluated and must “advance to candidacy” in order to continue study toward the professional counseling concentration (for those seeking the LPC). This requires grades of at least 3.0 in each course as well as demonstrating a high degree of professionalism, ethical behavior, and a non-combative, non-abrasive attitude on campus with faculty and students as well as off-campus with supervisors. An oral candidacy interview may also be requested.

## Probation Policy

If a student’s GPA falls below a 3.0 before or after candidacy, he or she will be placed on academic probation with one semester to raise the GPA to 3.0 or higher. Students entering on probation must raise their ABS GPA to at least a 3.0 within the next 9 credit hours taken. A student placed on probation twice may be disqualified from continuation.

## Graduation Requirements

Students must earn at least a 3.0 cumulative GPA and be in good standing in order to graduate. Only one course grade below B- is acceptable. Under no circumstances is a grade below C acceptable.

## Admission Criteria for ABS

1. An earned bachelor’s degree from a regionally accredited college or university recognized by the U.S. Dept. of Education (or its substantial foreign equivalent).
2. Minimum undergraduate GPA of 3.0. Students may be admitted on probation, at the discretion of the program director, with a cumulative GPA of 2.75 to 2.99.
3. Two satisfactory recommendation letters (preferably from faculty) sent to the Graduate Admissions Office.
4. Official transcripts from all academic institutions attended.
5. Ability to effectively communicate in English (both written and oral).
6. Students whose native language is other than English must demonstrate proof of English language proficiency. Applicants must achieve a score of at least 80 on the internet-based TOEFL, 550 on the international paper-based TOEFL, 213 on the computer-based TOEFL, or an overall IELTS score of 6.0 with at least 5.5 on each band score. The requirements may also be met by completing level 112 of the intensive program at an ELS language center.
7. Individuals may be asked to supplement their application. Supplemental materials may include, but are not limited to, interviews, writing samples, and course work.

## Admission on Probation

Students admitted on probation to the program must achieve a cumulative GPA of 3.0 or higher in the first 6 credit hours taken and earn a “B” or better in each course in order to continue in the program. Students admitted on probation must enroll on a part-time basis until these conditions have been met.

# MASTER OF EDUCATION (M.ED.) WITH AMERICAN MONTESSORI CERTIFICATION

Coordinator: Pape

Faculty: Division of Education and Professional Studies

## EARLY CHILDHOOD EDUCATION (M.ED.)

### American Montessori Certification

This program is designed for students seeking the American Montessori Certification in early childhood education. This program is accredited by the American Montessori Society and MACTE. The following courses are required with an additional two-semester practicum at an AMS-approved site.

#### Required courses

Credit Hours: 32

ECED 5091	Montessori Project I	1
ECED 5113	Sensory Motor Learning	3
ECED 5163	Montessori Seminar I	3
ECED 5191	Montessori Project II	1
ECED 5203	Perceptual Development	3
ECED 5213	Language and Reading Development	3
ECED 5242	Materials Construction and Design	2
ECED 5263	Montessori Seminar II	3
ECED 5504	Psychological Bases of Learning and Guiding Young Children	4
ECED 5603	Basic Concepts of Primary Mathematics	3
ECED 5303	Evaluation of Young Children	3
GRE 6903	Methods of Research	3

## ELEMENTARY EDUCATION (M.ED.)

### American Montessori Certification

This program is designed for students seeking the American Montessori Certification. This program is accredited by the American Montessori Society and MACTE. The following courses are required with an additional yearlong internship experience at an AMS-approved site.

#### Required courses

Credit Hours: 32 (34)

ELED 5002	Montessori Overview (optional)	(2)
ELED 5091	Montessori Project I	1
ELED 5104	Montessori Elementary Mathematics I	4
ELED 5191	Montessori Project II	1
ELED 5212	Montessori Elementary Geometry	2
ELED 5214	Montessori Elementary Language I	4
ELED 6304	Montessori Elementary Science and Social Studies I	4
ECED 5504	Psychological Bases of Learning	4
ELED 5163	Montessori Elementary Seminar I	3
ELED 5263	Montessori Elementary Seminar II	3
ECED 5303	Evaluation of Young Children	3
GRE 6903	Methods of Research	3

# MASTER OF FINE ARTS IN CREATIVE WRITING (M.F.A.)

Administration: English Department  
Director: Berg

## Program Description

The Master of Fine Arts in creative writing is a terminal degree in creative writing. Students work with faculty mentors to create a manuscript-length work of creative prose in fiction, nonfiction, poetry, or another creative genre with approval of the program director. Students also concentrate on academic work in literary criticism and analysis of writing craft. Students can elect to pursue strands in pedagogy or professional writing.

## Structure of the Program

This is a two-year program which includes five residencies, one each summer and each winter, plus one at the end of the program, for periods of ten days to two weeks. Students will complete twelve hours of course work each fall and spring semester for two years, for a total of 48 credit hours. The final residency will include a public reading and defense of the thesis.

## Learning Outcomes

Students pursue literature, rhetoric, pedagogy, and writing courses according to a curricular plan co-devised with their academic advisor. Learning outcomes are those which strengthen and fulfill each student's stated goals, which may vary from personal enrichment to career development as teachers, editors, or authors.

## Admission Requirements

In addition to the general graduate admission requirements established by Oklahoma City University, all students seeking admission to the Master of Fine Arts in creative writing must submit the following:

1. A sample of creative work in the genre in which she or he wishes to work, no more than twenty pages long. Although students will be able to work in multiple genres, students will initially be accepted on the basis of the strength of their work in one genre.
2. A two- or three-page personal statement about the student's goals for the program: background in reading and writing, previous education and work experience, and interests in teaching, professional writing, and/or oral history/tradition, for example, should be included.
3. Three confidential letters of recommendation from people familiar with the student's writing. These letters should address writing strengths/weaknesses, potential for contributions to a creative writing program, and potential for success in a graduate program which requires independent work and the ability to benefit from direct criticism.

Admissions decisions will be the responsibility of the director of the program with the assistance of the program's advisory council. Greatest consideration will be given to students who submit sample manuscripts with the highest literary potential and whose personal statements and letters of recommendation indicate readiness to study writing at an advanced level.

The Master of Fine Arts in creative writing is accepting applications for enrollment beginning in summer 2011. For more information, please contact the director of the program in the English Department.

# GRADUATE CERTIFICATE IN CREATIVE WRITING

Administration: English Department  
Director: Berg

## Program Description

The graduate certificate in creative writing benefits a wide range of students interested in developing their creative writing skills. It is a compelling alternative to seeking a graduate degree, but it also provides graduate course work that could be applied to a degree. Students who decide to pursue the Master of Fine Arts in creative writing at Oklahoma City University will be able to apply their certificate work towards meeting the M.F.A. degree requirements. The graduate certificate in creative writing is also an appealing adjunct course of study to people in other degree programs who want to develop their writing skills and enhance their employment opportunities.

## Learning Outcomes

The core curriculum is designed to ensure all students share a common foundation in the fundamental creative writing genres—fiction, nonfiction, and poetry—training students as expert readers and writers of these genres. Beyond the core, students pursue literature, rhetoric, pedagogy, and writing courses according to a curricular plan co-devised with their academic advisor. Learning outcomes are those which strengthen and fulfill each student's stated goals, which may vary from personal enrichment to career development as teachers, editors, or authors.

## Admission Requirements

In addition to the general graduate admission requirements established by Oklahoma City University, all students seeking admission to the graduate certificate in creative writing must submit the following:

1. Documentation of an earned bachelor's degree from a regionally accredited institution in English or a related field
2. A sample of creative work: either a selection of five poems or 10-12 pages of fiction/nonfiction writing.
2. A two- to three-page personal statement.



The graduate certificate in creative writing is accepting applications for enrollment beginning in summer 2011. For more information, please contact the director of the program in the English Department.

## MASTER OF SCIENCE IN CRIMINOLOGY

Chair: Horn

Faculty: Kurtz, Cowgill

Adjunct Faculty: Rendon, Turvey, Wright

The mission of the Master of Science in criminology degree at Oklahoma City University is to provide a curriculum that offers a broad view of crime and justice grounded in a rich liberal arts tradition. Students pursuing a master's degree in criminology receive a strong background in the study of crime and justice that integrates theory, research, and practice.

The faculty adopts a holistic approach to the study of crime and justice. All of our full-time faculty hold terminal degrees in criminal justice, sociology, or justice studies. Our program offers an interdisciplinary approach that helps students understand the causes, correlates, and consequences of crime. Master of Science in criminology students challenge normative assumptions regarding crime and justice through critical thinking and writing.

Students gain mastery of the knowledge, methods, and intellectual skills pertaining to the study of the causes, consequences, and responses to crime and its interaction with other areas of inquiry. The main points of inquiry include

- Contemporary criminal justice systems
- The history and philosophy of punishment
- The nature and causes of crime
- Judicial decisionmaking
- The history and theory of law enforcement
- Qualitative and quantitative research methods
- Ethics and discretion of criminal justice personnel

The Master of Science in criminology program at Oklahoma City University offers a flexible schedule for full-time and part-time students with classes offered at night, on weekends, and through web-based courses. Students can elect to take 33 hours of course work or 30 hours of course work with a problem in lieu of thesis.

For further information on graduate policies see the Graduate Academic Policies for the Petree College of Arts and Science.

## PROCEDURE FOR ADMISSION

The application for admission to the program may be obtained from the Office of Graduate Admissions. The completed form, along with official transcripts of all previous college work and two letters of recommendation, should be returned to the Office of Graduate Admissions. The final decision for admission rests with the faculty in the Sociology and Justice Studies Department. After the student receives notice of admission to the program, an interview should be arranged with the graduate advisor for advisement. Students must have taken an undergraduate statistics course and an introductory criminal justice course before beginning the Master of Science in criminology program.

### Admission Requirements:

**Unconditional Admission:** Applicants must have an overall GPA of 3.0 and an undergraduate degree in one of the social sciences, including, but not limited to, psychology, sociology, criminal justice, corrections, police science, prelaw, political science, or history.

### Problem in Lieu of Thesis

The department offers a problem in lieu of thesis (PILOT) option to master's-level students. The purpose of this option is to permit select graduate students to undertake a scholarly project that stops short of original research as required by the thesis option. The procedure for the PILOT is as follows:

1. Students must be approved by the graduate committee. This approval process requires the following:
  - A. Students will write a proposal consisting of a statement of the problem and a proposed theoretical solution during their first semester.
  - B. Proposals are due to the committee by the beginning of the last month of the semester preceding the semester the problem will be attempted. This will generally be in November.
  - C. Approval for the problem will be returned to the student at the semester's end with recommendations and approval or nonapproval for the project.
  - D. Projects not approved will not be reviewed or appealed except to the graduate committee, so it is the student's responsibility to present a ready product.
  - E. Approved students will sign up for 3 hours of PILOT credit in the following term.
  - F. Students will have one semester to complete the problem. Incomplete work will be graded down one letter grade and may not be accepted. This would require the failing student to take another course to complete the degree. Extensions due to illness, etc., will only be granted in extreme situations.
  - G. Defense of the problem may be required at the end of the term if deemed necessary by the committee.
  - H. The student, upon completion of the PILOT, will provide the department with four bound copies of the problem—one for each committee member and two for the Dulaney-Browne Library.

For further information on how to format and where to distribute the PILOT, see Guidelines for the Graduate Thesis in the Academic Regulations section of this catalog.

## Electives

Elective courses may be chosen provided they are approved by the Master of Science in criminology advisor. Students are encouraged to take electives taught in justice studies or an alternate master's program at Oklahoma City University.

## MASTER OF SCIENCE IN CRIMINOLOGY

**Degree Requirements** **Credit Hours: 33**

**Core Requirements:** **24**

MSC 5273	Law and the Social Sciences	3
MSC 5603	Advanced Research Methods	3
MSC 5703	Punishment	3
MSC 5823	Race, Gender, Class, and Crime	3
MSC 5863	Advanced Studies in Criminological Theory	3
MSC 6103	Critical Issues in Justice	3
MSC 6213	Criminal Justice Evaluation	3
MSC 6303	Statistical Applications in Criminal Justice	3

**Core Electives:** **9**

MSC 5103	Crime Victims	3
MSC 5263	International Criminal Justice Systems	3
MSC 5363	Theories of Justice	3
MSC 5403	Elite Deviance	3
MSC 5413	Community Sanctions	3
MSC 5513	Juvenile Justice	3
MSC 5713	Resocialization of Law Violators	3
MSC 5903	Deviance and Social Control	3
MSC 6403	Police and Society	3
MSC 5091-6	Independent Study	1-6
MSC 6871-6	Directed Readings	1-6
MSC 6983	Problem in Lieu of Thesis	3
MSC 5063	Selected Topics in Criminal Justice	3

Topics Include:

Restorative Justice and Peacemaking  
Death Penalty  
Qualitative Research Methods  
Extremism and Hate Crimes

## MASTER OF SCIENCE IN HEALTH AND HUMAN PERFORMANCE

Chair: Saffici

Faculty: Latham, Staiger

### Program Description

Two of the most notable issues in society today are the provision of health care and the rising concern with the epidemic of obesity. Many more Americans are becoming aware of their health and its relationship to the quality of life. Although they may understand the importance of diet and exercise in maintaining good health, they often are uneducated or untrained as to proper exercise technique and how to ensure proper nutrition. Hence, there is an increasing demand for trained health care professionals who can serve the general public by raising awareness and providing quality instruction, both of which may help reduce health care costs and assist individuals in improving and maintaining their health.

The Master of Science (M.S.) degree in health and human performance will develop trained professionals. The course work is designed to allow students to develop and demonstrate their knowledge, skills, and abilities in the areas of clinical evaluation, fitness assessment, nutrition, and exercise prescription. As students progress through the program they have opportunities to work with healthy individuals and gain experience working with populations with chronic conditions such as diabetes, obesity, hypertension, chronic obstructive pulmonary disease, and cardiac conditions.

In developing this program, the department has carefully studied the needs of current health care professionals, teachers, coaches, corporate wellness employees, and assistants in athletic programs. Graduates of the program will be able to pursue advanced career opportunities such as collegiate coaching and teaching or continue graduate studies in this or a related field.

### ADMISSION REQUIREMENTS

All applicants must possess a bachelor's degree from a regionally accredited institution with a cumulative GPA of at least 3.0 on a 4.0 scale. An applicant with a GPA slightly below 3.0 may, with permission of the program chair, enter the program on probation; he or she must maintain a minimum GPA of 3.0 in the graduate curriculum to continue. Other applicants with an undergraduate GPA slightly below 3.0 who have earned at least a 3.0 GPA in six or more credit hours of graduate work may be admitted unconditionally. All applicants must submit an original application essay of no more than 500 words deemed of graduate-level quality as judged by the department.

All applicants must have completed a minimum of 24 credit hours of course work in kinesiology; at least half of those credit hours must be in upper-division courses. Ap-

plicants are strongly encouraged to complete 8 credit hours of human anatomy and human physiology prior to entering this program. Applicants who do not meet these requirements or whose degrees are not in the field of kinesiology must complete up to 18 credit hours of specified prerequisite courses, none of which may be applied toward the M.S. degree.

International student applicants must have a minimum TOEFL score of 550 (paper-based), 213 (computer based), or 79 (Internet based), or the equivalent on another appropriate examination, such as the IELTS.

### Admission Procedure

The application for admission to the Master of Science in health and human performance may be obtained from the Office of Graduate Admissions. (See Graduate Admission in this catalog.)

### Graduation Requirements

Students must maintain a minimum 3.0 GPA throughout the program. All degree requirements must be completed within five years of matriculation. Every student must take and pass a comprehensive exam prior to enrolling in the advanced practicum or internship. A maximum of six credit hours below B- are allowed; no grade below C will be allowed.

### Program Length

Courses in the Master of Science in health and human performance are offered in eight-week sessions. Assuming satisfactory progress, the entire program can be completed in one academic year (two regular semesters plus summer). Full-time graduate students normally take two courses each session and complete 12 credit hours each semester, thus completing 24 credit hours within two semesters. Immediately following completion of the first 24 credit hours, all students must take and pass a comprehensive exam to qualify for enrollment in the advanced practicum or internship (KES 5909) during that following summer, thereby completing the remaining nine credit hours of course work required for the degree. A suggested sequence of course completion is available on request from the department.

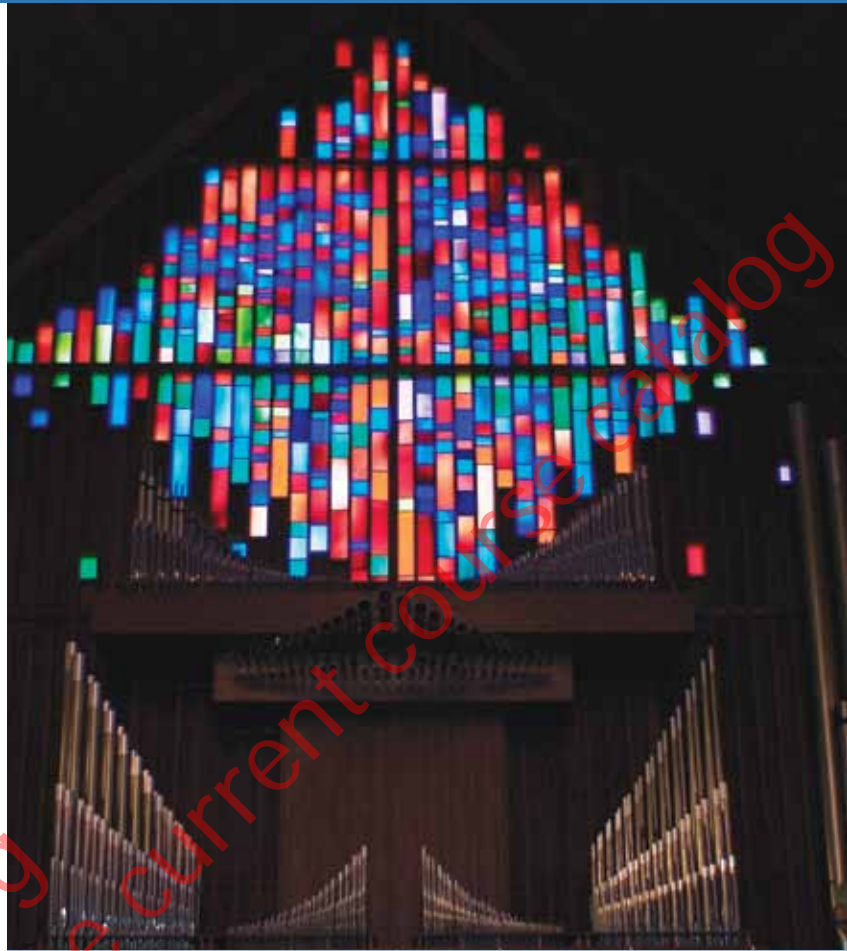
### MASTER OF SCIENCE (M.S.) IN HEALTH AND HUMAN PERFORMANCE

Degree Requirements		Credit Hours: 33
KES 5103	Biomechanical Analysis of Movement	3
KES 5203	Diagnostic Tests and Measurements in Exercise Science	3
KES 5303	Physiological Basis of Human Performance	3
KES 5403	Neurological Basis for Motor Learning and Control	3
KES 5503	Research Methods	3
KES 5603	Group Dynamics	3
KES 5703	Issues in Sports Law	3
KES 5803	Advanced Human Nutrition	3
KES 5909	Advanced Practicum <b>or</b> Internship/Project in Exercise Science	9



Dr. Sharon Betsworth, Director

**MASTER OF RELIGIOUS EDUCATION**



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# WIMBERLY SCHOOL OF RELIGION AND GRADUATE THEOLOGICAL CENTER

Faculty: Betsworth, Davies, Starkey, Wolfe

The mission of the Wimberly School of Religion and Graduate Theological Center is to offer religious and theological studies in the United Methodist tradition that unite knowledge and vital piety, explore questions of meaning and value for the lives of all persons, and prepare persons seeking to enter a variety of Christian vocations in service to the church and community.

The purpose of graduate study in religion is to involve students in serious philosophical and theological consideration of the questions of humanity's origin, destiny, meaning, and purpose. This demands highly motivated and qualified students who are interested in exploring critically the ways in which questions of ultimate concern relate to the lives of human beings.

The Wimberly School of Religion and Graduate Theological Center is committed to the development of dedicated and competent leaders of Christ's church as the people of God with ministries in God's world. The school seeks to provide the church with educational opportunities for study in all of the disciplines related to the ministry of the church, such as biblical, theological, ethical, educational, and practical ministry studies.

The Masters of Religious Education (M.R.E.) is a professional degree for those who want to prepare for service in the church as a director of Christian education, director of program ministries, director of youth or children's ministries, and other ministries related to religious education. The M.R.E. degree meets the requirements of the United Methodist Church for certification as a director of Christian education or director of youth ministry. It also serves others who wish to strengthen their skills and knowledge in religious education through the study of major sources of biblical, theological, historical, ethical and cultural studies and integrating those studies into the ministry of education.

## CERTIFICATION STUDIES IN THE UNITED METHODIST CHURCH

Certification is the church's recognition that a person has met the required personal and church qualifications and gained the academic qualifications and work experience necessary to achieve and maintain professional excellence. Certification is available in the United Methodist Church in the areas of Christian education, youth ministry, church music, parish nursing, church business management, spiritual formation, camping and retreat ministries, and communications. The Wimberly School of Religion provides academic programs related to certification in the areas of Christian education and youth ministry.

A person can fulfill the academic requirements of certification studies at Oklahoma City University by earning a bachelor's degree plus five graduate certification courses in the area of specialization, including the course in United Methodist Doctrine and Polity. These courses are Nature and Work in Christian Education, The Bible in Christian Education/Youth Ministry, Relating Theology to Christian Education/Youth Ministry, Administration and Leadership, and United Methodist Doctrine and Polity.

The following are ways a person can fulfill the academic requirements for associate certification studies at Oklahoma City University:

1. Complete a minimum of 24 semester hours in general undergraduate course work and complete five graduate certification studies courses in the area of specialization, including the course United Methodist Doctrine and Polity.
2. Complete a minimum of 24 semester hours in the area of specialization (such as the Program for Associate Certification in Youth Ministry or Program for Associate Certification in Christian Education) in the School of Religion.

For additional information on requirements for certification, contact the registrar of the Annual Conference Board of Ordained Ministry, Section of Deacons and Diaconal Ministry.

## MASTER OF RELIGIOUS EDUCATION

### Admission

No student will be admitted to the graduate degree program in the Wimberly School of Religion and Graduate Theological Center without submitting complete and official transcripts from all institutions attended with evidence of an undergraduate degree or equivalent from an accredited college or University with a minimum GPA of 3.0.

It is recommended that entering students have significant work in the humanities, including religion, and the social sciences. The director, in consultation with the faculty, may modify this recommendation in exceptional cases.

Students who have completed an undergraduate major in Christian education or youth ministry from schools recognized as approved by the United Methodist Section of Deacons may petition to take advanced studies in related courses upon recommendation by the director of the Wimberly School of Religion and Graduate Theological Center.

### Transfer of Graduate Work

Up to 28 hours of foundation courses and an additional 3 credit hours with a grade of B- or above and approved by the faculty may be transferred from another accredited institution. Courses completed in pursuit of a graduate degree already received will not be allowed as credit for another graduate degree. No course work from an accredited institution may be transferred unless the grade received was at least B- (2.75). Course work completed more than five years prior to enrollment at Oklahoma City University will not be accepted for transfer credit. Correspondence courses are not accepted toward a graduate degree.

### Degree Study Plan

Prior to enrollment for the fifteenth credit hour, the student must file with the director a plan of study for the M.R.E. The degree plan includes courses completed or transferred, courses projected for completion of the degree, and anticipated date of graduation.

### Acceptance to Candidacy

Upon completion of 28 semester hours, the student should apply for candidacy. After review by the director and faculty, a student whose work indicates a capacity to complete the program satisfactorily will be admitted to candidacy. The following criteria must be met for admission to candidacy:

- Completion of 28 hours with a cumulative GPA of 3.0 or higher
- Completion of 6 hours from the required foundation courses
- Evidence of graduate-level research and writing ability.

Students not granted candidacy by the completion of 30 hours may not continue their studies in the M.R.E. program.

### Residency

The minimum number of hours in residence may be calculated by subtracting the number of transfer credits allowed from the total number of hours needed to graduate. Without the approval of the director, transfer credits are not accepted after a student has begun a graduate program.

### Time Limit

Course work on the M.R.E. must be completed within seven years of admission.

### Maximum Credit Hours Per Semester

A normal full-time load is 9 to 12 hours per fall and spring semesters. In exceptional cases, a student may enroll in 15 hours if approved by the director.

### Repeating Courses

A course may be repeated only once. The repeated course number must be the same as that of the original course. The last grade received in a course is the one that will be calculated into the student's GPA. This grade will be posted in the semester earned. The first grade will be recorded on the transcript as an R (repeat) and excluded from the student's GPA. If, after repeating a course, a student fails to receive at least a C, the student will be automatically dismissed. Only two courses may be repeated in the School of Religion.

### Academic Appeals Process

Academic appeals are governed by the university process (see Academic Regulations in this catalog). A student may appeal decisions affecting his or her academic progress as follows:

1. The student initiates an appeal by filing a written petition with the school's director.
2. The director reviews the petition and determines if a meeting with the student petitioner is necessary.
3. The student petitioner will be informed in writing of the decision on the merits of his or her petition.
4. If the student does not agree with the decision, he or she may continue the appeal process with the associate VPAA.
5. A student dismissed from the university must sit-out for a minimum of one year before applying for readmission.

### Incomplete Policy

The Wimberly School of Religion follows the university's incomplete policy. In addition to meeting the normal university requirements, all students must sign a contract with the professors regarding assignments to be completed and deadlines for course completion and have the contract approved by the director. If course requirements are not completed in the agreed-upon period of time, the I (incomplete) will be removed and converted to a grade indicated in the contract.

### Project/Thesis

Candidates have the option of writing a project/thesis as part of their approved course work for the M.R.E. Candidates choosing the project/thesis option will be required to complete a total of 56 hours for the degree. Students who choose not to do the project/thesis will be required to complete a total of 59 hours.

A research project must include a research component, a planning of the ministry component, the implementation component, and an evaluation component. A thesis must correlate theoretical and practical studies following the guidelines approved by the School of Religion.

When approved by the faculty of the Wimberly School of Religion, four required bound copies must be submitted to the director three weeks before commencement. The final copies of the project/thesis become the property of the university. Two bound copies are deposited in the Dulaney-Browne Library, and the other two copies are retained by the School of Religion.

Guidelines for writing the project or thesis are available from the School of Religion.

### MASTER OF RELIGIOUS EDUCATION (M.R.E.)

**Degree Requirements** **Credit Hours: 56/59**  
**Foundational Courses:** **27-28**

These courses are taken through the Saint Paul School of Theology@OCU and transferred into the Wimberly School of Religion Master of Religious Education program.

HBS-301	Introduction to the Hebrew Bible	3
NTS 301	Introduction to the New Testament	3
THL 301	Introduction to Systematic Theology	3
HST 301	Introduction to Christian Traditions I <b>or</b>	
HST 302	Introduction to Christian Traditions II	3
CHS 330	Mission of the Church in the Contemporary World	3
EVN 311	Evangelism Through the Local Church <b>or</b>	
EVN 312	Theologies and Models of Evangelism <b>or</b>	
EVN 348	Evangelism in a Pluralistic Society	3
WOR 411	Introduction to Worship; Baptism and Conversion <b>or</b>	
WOR 412	Introduction to Worship; Dining in the Kingdom	3
DST 311	United Methodist Doctrine <b>or</b>	(2)
DST 312	Means of Grace in the Wesleyan Tradition <b>or</b>	
DST 313	John Wesley and the Movements of the Spirit	3
DST 320	United Methodist History	2
DST 330	United Methodist Polity	2
<b>Choose 1 of the following courses</b>		<b>3</b>
REL 5213	Modern Trends in the World's Religions	
REL 5223	Critical Issues in Christian Ethics	
REL 5843	Seminar in Hebrew Bible	
REL 5853	Seminar in Church History	
REL 5873	Seminar in Religion	

### CHRISTIAN EDUCATION COURSES: 24

#### 1. Required:

REL 5603	Nature & Work of Christian Education	3
REL 5623	Religious and Moral Development	3
REL 5633	The Bible in Christian Education	3
REL 5643	Relating Theology to Christian Education	3
REL 5653	Administration and Leadership	3
REL 5673	Small Group Leadership and Dynamics	3

#### 2. Choose two of the following age-level ministries 6

REL 5703	Ministry with Children and Families	
REL 5713	Ministry with Youth	
REL 5723	Ministry with Adults	

#### 3. Internship in Religious Education 2

REL 5981	Internship	
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#### ELECTIVES

Choose courses from the following or from options above to equal a minimum of 56 or 59 hours. Candidates for the M.R.E. have the option of writing a project/thesis as part of their approved course work. Candidates choosing the project/thesis option will be required to complete a total of 56 hours for the degree. Students who choose not to do the project/thesis will be required to complete a total of 59 hours.

REL 5733	Adolescent World	3
REL 5833	Theology and Music	3
5881-3	Seminar in Religious Education	1-3
5891-3	Special Topics	1-3
5951-3	Readings in Religion	1-3
5993	Research Project/Thesis in Religious Education	3

Appropriate courses from other master's degree programs at Oklahoma City University may be included with the approval of the director of the Wimberly School of Religion and Graduate Theological Center.



# MEINDERS SCHOOL OF BUSINESS

Dr. Vincent F. Orza, Dean  
Dr. Mahmood Shandiz, Senior Associate Dean  
Dr. Jeri Lynn Jones, Assistant Dean

## **MASTER OF BUSINESS ADMINISTRATION**

## **MASTER OF SCIENCE IN ACCOUNTING**

## **MASTER OF SCIENCE IN COMPUTER SCIENCE**





# MEINDERS SCHOOL OF BUSINESS

## A Broad View of Management

The Meinders School of Business (MSB) is committed to providing quality business education at the undergraduate and graduate levels. Curricula are designed to offer students a broad-based view of management: a view that emphasizes ethics, entrepreneurship, and social responsibility in the workplace; a view of management that will enable students to work effectively in the challenging global business environment. Course work features best business practices as well as theory and helps to provide students with the management skills necessary for effective leadership. Theoretical foundations are balanced by practical applications.

## An Educational Environment That Serves the Student

The Meinders School offers students a wide variety of learning opportunities outside of the classroom. These enrichment activities provide valuable insights into the business world and augment traditional classroom study. These learning opportunities, such as industry visits, internships, and career coaching, focus on helping students develop strategies to reach their personal career goals. Through a series of professional development workshops conducted each semester, students also begin preparing for their careers after college. Among the topics covered are résumé writing, interviewing techniques, business etiquette, and communication skills.

## Outstanding Facilities

The business school is located in the Meinders School of Business building, a \$20 million facility completed in 2003. The three-story, eighty thousand square-foot building includes features that focus on student success and add value to students' academic experiences. The facility includes classrooms with state-of-the-art technology, breakout study rooms for small groups, a learning center, student/faculty lounge, and a resource center. The building houses faculty offices, the Love's Entrepreneurship Center and a 230-seat tiered auditorium capable of hosting videoconferences, guest speakers, and seminars.

## LOVE'S ENTREPRENEURSHIP CENTER

The Love's Entrepreneurship Center at Oklahoma City University is one of the state's most valuable business development resources. The Love's Center provides a variety of business consulting programs to new businesses, startup operations and companies seeking expansion. The process also includes strategic planning, business plan development, marketing research, accessing capital, and growth management. The Love's Center is also home to the

- Busey Institute for Enterprise and Leadership
- Continuing Professional Education Program
- Corporate Directors Institute
- Steven C. Agee Economic Research and Policy Institute

The Love's Entrepreneurship Center also provides scholarship support to students seeking a college education in

entrepreneurship and business. To learn more about the center or any of our institutes see: [www.okcu.edu/loves](http://www.okcu.edu/loves) or call (405) 208-5540

## Busey Institute for Enterprise and Leadership

The Busey Institute for Enterprise and Leadership provides professional programs to the public on various topics designed to meet the dynamic needs of regional businesses. The Busey Institute, funded by former Oklahoma City University students Phil and Cathy Busey of The Busey Group, holds annual seminars at the Meinders School of Business providing students and professionals education on current topics and networking opportunities with highly respected business leaders. The Busey Institute also provides student scholarship support.

## Continuing Professional Education Program

The Continuing Professional Education Program offers students and working professionals certification courses in many demanding fields including Project Management Professional® (PMP), Certified Financial Planner® (CFP), and Professional in Human Resources (PHR) and Senior Professional in Human Resources (SPHR). Meinders School of Business also meets the dynamic needs of regional businesses by providing customized on-site programs for groups. Meinders School of Business specializes in program development, handling everything from entire program assessment and delivery to all administrative functions. The Continuing Professional Education Program at Oklahoma City University, in partnership with Gatlin Education Services and ed2go, also offers more than 400 online open enrollment programs designed to provide the skills necessary to acquire professional level positions for many in-demand occupations. For more information or to enroll in a course, visit [www.okcu.edu/business/profed](http://www.okcu.edu/business/profed).

## Corporate Directors Institute

The Corporate Directors Institute (CDI) aims to facilitate the exchange of innovative ideas, best business practices, and other information that provide "C" level executives the most up-to-date information on board governance. CDI provides leading corporate directors and governance professionals the opportunity to share their ideas and perspectives regarding many of the most critical topics facing corporate, not for profit, and government organizations' boards today. The annual conference through CDI is Institutional Shareholder Services (ISS) accredited and allows participants to earn Corporate Governance Quotient (CGQ) credits for their listed companies. In addition participants can earn ten Continuing Legal Education (CLE) credits.

## Academy for Customer Excellence and Service (ACES)

The mission of the ACES is to provide an active interface between business school faculty and students and the business community through the provision of marketing-oriented solutions focused in the area of professional sales, sales force management, product and service innovation, product development and planning, demand management,

customer service and relationship management, and supply chain logistics. The ACES accomplishes these goals through numerous knowledge products based on cutting edge research, which include executive and/or continuing education, developmental work-site seminars, employee training courses, contract research projects, and marketing and management consulting, among other activities. The ACES programs benefit clients by providing innovative, real-world solutions based on cutting edge theory and industrial best practices.

### **Steven C. Agee Economic Research and Policy Institute**

Steven C. Agee Economic Research and Policy Institute is focused on assisting the Oklahoma City business community by disseminating information to businesses, government, and regulatory agencies through economic impact studies, marketing and macroeconomic survey data, the Meinders Consumer Confidence Poll, and other forms of economic research. The institute oversees eight consumer confidence surveys conducted in concert with the Federal Reserve Bank meetings as well as other research and polling for businesses, organizations, and agencies. The institute is designed to provide undergraduate and M.B.A. students opportunities to be directly involved in applied economic research through the Institute Scholars Program. To learn more about the institute, see [www.okcu.edu/business](http://www.okcu.edu/business) or contact Dr. Steven C. Agee at [sagee@okcu.edu](mailto:sagee@okcu.edu).

### **Meinders School of Business offers three graduate degree programs:**

- **Master of Business Administration (M.B.A.)**
- **Master of Science in Accounting (M.S.A.)**
- **Master of Science in Computer Science (M.S.)**

## **MASTER OF BUSINESS ADMINISTRATION**

The M.B.A. program is designed to train and develop globally relevant managers. The program emphasizes business strategies and techniques in the global environment. Classes are taught by the faculty of the Meinders School of Business and by practicing professionals with outstanding academic and business credentials who serve as adjunct faculty. These professionals help to assure that the M.B.A. program maintains a contemporary, business-related focus by bringing a wide range of experience and best business practices into classroom learning and teaching situations. The program is designed with flexibility and convenience in mind, allowing the student to choose among different concentrations within the following three formats:

**Traditional On-Campus**—The traditional on-campus program offers the full-time or part-time student the opportunity to take the required course work at Oklahoma City University's Meinders School of Business during the traditional academic year (fall and spring semesters, summer I and summer II terms).

**International**—The Meinders School of Business offers an accelerated approach to management education for working professionals in the People's Republic of China. Domestic students are encouraged to study abroad in this location. Course requirements consist of pre-course assignments, on-site and online instruction by faculty members of the Meinders School of Business, post-course assignments, and final examinations. This program meets the same academic standards as the on-campus programs. Depending on the needs of each cohort, specific courses in a curriculum may differ. Students are required to obtain appropriate student visas before leaving their home country.

**Accelerated (live or online\*)**—The accelerated program offers the working professional a series of nine-week cycles, live or online, with a one-week break between each cycle. Classes meet online or one evening per week from 5:30 to 9:30 p.m. An M.B.A. degree may be completed within sixty weeks with concerted effort. However, the program may be completed at a pace selected by the student. The program is flexible, allowing students to take their core courses in the accelerated format whether they complete the program while enrolled at Oklahoma City University's domestic campus or in the Meinders School of Business' international program. The accelerated program meets the same academic standards as the on-campus program.

\*Note: The entire M.B.A. degree is not available online. The final capstone course must be taken in the classroom and only a limited number of specialization elective courses are offered in the online format.

## **M.B.A. DEGREE OPTIONS**

The M.B.A. program is designed to meet the demanding needs of midcareer managers and recent college graduates who have baccalaureate degrees from regionally accredited colleges or universities. All M.B.A. tracks have a strong emphasis on different aspects of global business practices.

Applicants who have an acceptable Bachelors degree in business have two options: (1) For those who desire to gain an understanding of the essential managerial skills, the M.B.A. generalist program is available. This program consists of 36 credit hours of course work. (2) For those who wish to focus on a particular vital area of business and management practice, the M.B.A. program with an area of specialization is an attractive option. This innovative concept in graduate education allows the student to develop a comprehensive background in basic management skills and, at the same time, select course work aimed toward a particular career path. This program consists, in addition to the M.B.A. core courses, of three to five advanced courses in areas of specialization such as health administration, finance, human resources, information technology, and marketing, with or without an international focus.

## **Foundation Block Courses**

Applicants without an undergraduate business degree may be required to establish competency by earning a cumula-

tive GPA of 3.0 or better in the foundation block with no grades below C before advancing to the M.B.A. program. Students may be required to complete a maximum of 18 hours from the foundation block regardless of their undergraduate majors. Foundation block courses do not count toward required M.B.A. course work. Grades for foundation block courses are listed on the student's transcript but not calculated in the student's graduate GPA.

<b>Course Requirements</b>		<b>Credit Hours: 18</b>
MGMT 5003	Essentials of Business English*	3
ACCT 5013	Essential Concepts in Accounting	3
FIN 5023	Essential Concepts in Finance	3
MGMT 5033	Essential Concepts in Management and Marketing	3
ECON 5043	Essential Concepts in Statistics and Computer Applications	3
ECON 5053	Essential Concepts in Macro and Microeconomics	3
Information technology students are required to satisfy the following additional prerequisite:		
IT 2313	Structured Query Language (SQL)	3
*For international students only.		

### Pre-M.B.A. Courses

Applicants holding academic diplomas recognized by the country in which the diploma is granted as equivalent to a baccalaureate degree (a three-year, 90-hour program) may be conditionally admitted to the M.B.A. program upon successful completion of the following 34 hours of undergraduate pre-M.B.A. courses:

<b>Course Requirements</b>		<b>Credit Hours: 34</b>
ACCT 2113	Financial Accounting	3
ACCT 2213	Managerial Accounting	3
ECON 2013	Principles of Macroeconomics	3
ECON 2113	Principles of Microeconomics	3
ECON 2123	Business Statistics	3
ECON 2323	Quantitative Approaches to Management	3
IT 1001	Computers in Society	1
MGMT 2023	Business Communication and Technical Writing	3
MGMT 3123	Principles of Management and Organization	3
FIN 3023	Business Finance	3
MKTG 3013	Marketing Principles	3
MGMT 4573	International Business Strategy	3

Pre-M.B.A. students are not permitted to waive any of the 34 hours of required classes. Students who can demonstrate prior completion of one or more of the required pre-M.B.A. courses at a regionally accredited university may elect to complete a higher level undergraduate course in the appropriate area(s) of study. Students may not enroll in M.B.A. courses until they have successfully completed the pre-M.B.A. program, have submitted a satisfactory GMAT / GRE score, and have been officially admitted to the M.B.A. program. Upon successful completion of the pre-M.B.A. program, the student will be awarded a certificate, but not a B.S.B. degree.

## M.B.A. GENERALIST

### Program Description

Faculty: Agee, Austin, Crandall, Dearmon, Greve, Guzak, Howard, Jones, Karimipour, Khader, Ma, May, Moini, Quintero, Rodgers, Sellon, Shafa, Shandiz, Shaw, Shough, Smith, Stetson, Ward, Weber, Williams, Willner

The M.B.A. generalist program has been designed for students who are on the fast track and desire to gain a general understanding of the nature of business and essential managerial skills. This program may be completed by full-time students in one intensive year.

The M.B.A. program consists of four different blocks of courses: environmental, functional, elective, and capstone. These required courses provide all M.B.A. candidates with a fundamental understanding of essential managerial skills and tasks.

### Environmental Block **Credit Hours: 15**

ECON 5203	Managerial Economics	3
ACCT 5403	Accounting for Managers	3
MGMT 5503	World Economy and International Business	3
IT 5603	Information Technology and Operations Management	3
MGMT 5703	Legal and Ethical Environment of Business	3

### Functional Block **12**

MKTG 5103	Strategic Marketing Decisions	3
ECON 5213	Management Science and Quantitative Analysis	3
FIN 5303	Financial Policy for Managers	3
MGMT 5713	Organizational and Managerial Processes	3

### Elective Block **6**

Any two 6000-level electives from finance, information technology, management, or marketing courses including international study opportunities

### Capstone Block **3**

MGMT 6543	Global Competitive Strategy and Administrative Policy*	3
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\*Students in the Project Management specialization will take the PGMT 6943 capstone course in lieu of MGMT 6543

## J.D./M.B.A.

### Program Description

The J.D./M.B.A. program at Oklahoma City University seeks to develop synergy and build on the unique attributes from both professional schools. To participate in this program, students must be admitted to both schools; all the usual entrance requirements apply. Law students may apply to the MSB at any time prior to the end of the fifth semester at the law school. An MSB student who wishes to pursue the joint degree must begin law studies during the first August following his or her decision to pursue the joint degree. Joint degree candidates must satisfy all MSB prerequisites (foundation block courses) prior to beginning work in the MSB (by prior academic credit, course work, waiver, etc). Joint degree students must take 30 hours from the MSB, over and above any foundation classes, and 84 hours from the Law School. This compares with a typical 36-hour requirement for the MSB and 90 hours for the Law School if the student were to pursue the degrees separately.

Joint degree students are exempt from taking Legal and Ethical Environment of Business and one elective course in the M.B.A. program.

## M.S.N./M.B.A.

### Program Description

Students in the Master of Science in Nursing (M.S.N.) nursing administration track may also earn an M.B.A. degree by completing an additional 30 credit hours. Students will have a faculty advisor from both programs to help assure proper completion of the two degrees, may work on the degrees sequentially or concurrently, and may start the M.B.A. option at any time. Requirements for the M.S.N. are the same as the nursing administration track. The M.B.A. option for M.S.N. students requires the following courses in the sequence listed below.

### BUSINESS REQUIREMENTS

#### FOR M.B.A./M.S.N.

**Credit Hours: 45**

#### Foundation Block

ACCT 5013	Essential Concepts in Accounting*	6
FIN 5023	Essential Concepts in Finance*	3

#### Environmental Block 12

ECON 5203	Managerial Economics	3
ACCT 5403	Accounting for Managers	3
MGMT 5503	World Economy and International Business	3
IT 5603	Information Technology and Operations Management	3

#### Functional Block 12

MKTG 5103	Strategic Marketing Decisions	3
ECON 5213	Management Science and Quantitative Analysis	3
FIN 5303	Financial Policy for Managers	3
MGMT 5713	Organizational and Managerial Processes	3

#### Specialization Block 12

MKTG 6143	Marketing of Health Services	3
FIN 6333	Health Care Financial Management*	3
MGMT 6723	Medical Law and Regulations*	3
MGMT 6733	Strategy, Policy, Standards, and Quality Assurance for Health Care Executives 3*	3

#### Capstone Block 3

MGMT 6543	Global Competitive Strategy and Administrative Policy	3
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\*These courses are counted toward the M.S.N. program.

## M.B.A. PROGRAMS WITH SPECIALIZATION

Students seeking a specialization will take an additional 3 to 9 credit hours in the area(s) of their interest replacing the elective block in the M.B.A. Generalist track. All prerequisites to the area of specialization must be met. The area(s) of specialization will be noted on the student's transcript.

## ACCOUNTING

### Program Description

The M.B.A. with accounting concentration is designed for the manager who desires more in-depth knowledge of tax or general accounting. Those choosing tax will be able to focus on specific tax issues by choosing three courses from a variety of tax courses. Those choosing general accounting will be able to gain insight into the accounting function, while maintaining a manager's perspective and

using a manager's knowledge base as they interact with accountants in three accounting courses that are tailored to address both groups. The specialized knowledge gained in this concentration will give managers an added advantage as they enter or progress in the workplace.

### Specialization Block

**Credit Hours: 9**

Choose one of the following areas of concentration:

#### Tax Concentration:

Choose three graduate tax courses (prefix 54XX or 64XX). Sequence must be approved by the accounting faculty advisor. Prerequisite tax course(s) are required and are determined by the graduate courses selected.

#### General Accounting Concentration:

Choose three of the following courses. Concentration cannot begin before completion of ACCT 5403 with a grade of B or better.

ACCT 5113	Financial Reporting and Analysis
FIN 6523	Multinational Corporate Finance
ACCT 5213	Corporate Governance, Social Responsibility, Ethics, and ERM
ACCT 5233	Cost Accounting Applications

## FINANCE

### Program Description

The effective executive of the new century understands the importance of financial decisions in nearly every aspect of the organization. Using the corporation's goals, capital requirements, and historical accounting information, the financial manager must be able to forecast the firm's future needs for funds and prepare plans for securing these funds at the optimum cost. The successful financial manager combines an understanding of rapid changes in the money and capital markets with the knowledge of the corporation's financial needs. The finance specialization prepares professionals in major corporations, financial institutions, and governmental agencies.

### Specialization Block

**Credit Hours: 9**

Choose from the following:

FIN 6313	Investments Management	3
FIN 6323	Money and Capital Markets	3
FIN 6333	Health Care Financial Management	3
FIN 6343	Corporate Financial Strategies	3
FIN 6353	Special Topics in Finance	3
FIN 6363	Internship in Finance	3
FIN 6523	Multinational Corporate Finance	3

## HEALTH ADMINISTRATION

### Program Description

The M.B.A. in health administration puts students on the cutting edge of the critical issues and changes affecting the health care industry today. This program, designed for human service professionals, benefits current and future managers of hospitals, long-term care facilities, health maintenance organizations, rehabilitation clinics, and community health and ambulatory care programs.

### Specialization Block

**Credit Hours: 13**

MKTG 6143	Marketing of Health Services	3
FIN 6333	Health Care Financial Management	3
MGMT 6723	Medical Law and Regulations	3

MGMT 6733	Strategy, Policy, Standards, and Quality Assurance for Health Care Executives	3
MGMT 6761	Medical Terminology	1

## HUMAN RESOURCES

### Program Description

Human resources professionals are responsible for organizing workplace issues such as staffing, training, payroll, schedules, and office safety. Many different types of degrees can prepare an individual for work in this field. A bachelor's degree can help someone get a foot in the door, but a master's degree is the most highly sought educational background in this field. An examination of the overall role and functions of human resource management in relation to an organization's strategic planning process is conducted. Courses focus on the broader issues of human resource management policy, practice, and trends. Review of the basic elements of employment, placement and personnel planning, compensation, motivation, employee development, and global human resource issues will be examined.

<b>Specialization Block</b>		<b>Credit hours: 9</b>
MGMT 6813	Strategic Human Resources Management	3
<b>Choose a minimum of 6 credit hours from the following:</b>		
MGMT 6823	Employment, Placement and Personnel Planning	3
MGMT 6833	Compensation and Motivation Theory	3
MGMT 6843	Training and Development in Organizations	3
MGMT 6853	Global Human Resource Management	3

## INFORMATION TECHNOLOGY

### Program Description

The modern-day manager is increasingly faced with using the computer for planning, forecasting, storing data, processing transactions, and making decisions. The information technology specialization is designed for persons with a sound understanding of business who also need to develop basic competency in the use of computers for their work. It is not, however, a program for computer programming specialists. With the electives offered in the information technology track, the student learns how to design and efficiently use the immense capabilities of the computer for data processing purposes and to become the critical link between basic operations that use data and those that tabulate and store data.

<b>Specialization Block</b>		<b>Credit Hours: 9</b>
IT 6613	System Analysis and Design	3
IT 6623	Advanced Database Management	3
<b>Choose a minimum of 3 credit hours from the following:</b>		
IT 6633	Strategic Information Systems Management	3
IT 6643	Networking on the Internet	3
IT 6653	Electronic Commerce	3
IT 6663	Business Systems Internship	3
IT 6673	Special Topics in Information Technology	3

## INTERNATIONAL BUSINESS AND FINANCE

### Program Description

The M.B.A. in international business and finance is an intensive program consisting of a minimum of 42 credit hours. Based on the strong foundation of M.B.A. core courses, it requires a minimum of six additional credit hours in the functional area of finance and 6 additional credit hours in international business. The program offers advanced research-oriented courses that may be utilized by students for applied research to develop an industry specialization, regional specialization, or internship.

<b>Specialization Block</b>		<b>Credit hours: 12</b>
FIN 6523	Multinational Corporate Finance	3
MGMT 6563	Special Topics in International Business or	
MGMT 6573	International Business Internship	3
<b>Choose a minimum of 6 credit hours from the following:</b>		
FIN 6313	Investments Management	3
FIN 6323	Money and Capital Markets	3
FIN 6343	Corporate Financial Strategies	3
FIN 6353	Special Topics in Finance	3
FIN 6363	Internship in Finance	3

## INTERNATIONAL BUSINESS AND INFORMATION TECHNOLOGY

### Program Description

The M.B.A. in international business and information technology is an intensive program consisting of a minimum of 45 credit hours. Based on the strong foundation of M.B.A. core courses, it requires a minimum of 9 credit hours in the functional area of information technology and an additional 6 credit hours in international business. The program offers advanced research-oriented courses that may be utilized by students for applied research to develop an industry specialization, regional specialization, or internship.

<b>Specialization Block</b>		<b>Credit hours: 15</b>
FIN 6523	Multinational Corporate Finance or	
MKTG 6513	Multinational Marketing Management	3
MGMT 6563	Special Topics in International Business or	
MGMT 6573	International Business Internship	3
IT 6613	Systems Analysis and Design	3
IT 6623	Advanced Database	3
<b>Choose a minimum of 3 credit hours from the following:</b>		
IT 6633	Strategic Information Systems Management	3
IT 6643	Networking on the Internet	3
IT 6653	Electronic Commerce	3
IT 6663	Business Systems Internship	3
IT 6673	Special Topics in Information Technology	3

## INTERNATIONAL BUSINESS AND MARKETING

### Program Description

The M.B.A. in international business and marketing is an intensive program consisting of a minimum of 42 credit hours. Based on the strong foundation of M.B.A. core courses, it requires a minimum of 6 credit hours in the functional area of marketing and an additional 6 credit

hours in international business. The program offers advanced research-oriented courses that may be utilized by students for applied research to develop industry specialization, regional specialization, or an internship.

**Specialization Block** **Credit hours: 12**

MKTG 6513	Multinational Marketing Management	3
MGMT 6563	Special Topics in International Business or	
MGMT 6573	International Business Internship	3

**Choose a minimum of 6 credit hours from the following:**

MKTG 6113	Buyer Behavior	3
MKTG 6123	Services Marketing	3
MKTG 6133	Marketing Research and Analysis	3
MKTG 6153	Special Topics in Marketing	3
MKTG 6163	Internship in Marketing	3
MKTG 6173	Sales Force Leadership	3
MKTG 6183	Supply and Value Chain Analysis	3

**MARKETING**

**Program Description**

Marketing is a highly visible component of contemporary American business. Employment opportunities, stimulated by the demand for new products and services, are expected to grow faster than the overall growth of the economy. The elective courses in the marketing specialization are designed with the new marketing manager in mind. Opportunities are provided for the student to analyze actual business situations and to design advertising and marketing campaigns.

**Specialization Block**

**Credit hours: 9**

Choose from the following:

MKTG 6113	Buyer Behavior	3
MKTG 6123	Services Marketing	3
MKTG 6133	Marketing Research and Analysis	3
MKTG 6143	Marketing of Health Services	3
MKTG 6153	Special Topics in Marketing	3
MKTG 6163	Internship in Marketing	3
MKTG 6173	Sales Force Leadership	3
MKTG 6183	Supply and Value Chain Analysis	3
MKTG 6513	Multinational Marketing Management	3

**PROJECT MANAGEMENT**

**Program Description**

Project management is required in most areas of business, from manufacturing to marketing. Thus, the influence of a project manager is not limited to any specific industry. This Project Management M.B.A. specialization, based on the knowledge areas established by the Project Management Institute (PMI), is designed to sharpen students' project management skills, including project planning, risk management, and project procurement. Through core business courses, students also strengthen their overall business acumen to build the perspectives they need to interact effectively with other managers to meet business goals. A project management capstone course allows students to apply their skills in planning, managing, and controlling the process to complete the project on time and on budget. People who choose this specialization are often pursuing project management, director-level or consulting positions.

**Specialization Block**

**Credit hours: 12**

MKTG 6183	Supply and Value Chain Analysis	3
PMGT 5923	Project Management Professional (students with a PMP certification may apply to have this class waived)	3
PGMT 5933	Advanced Topics in Project Management	3
PGMT 6943	Project Management Capstone and Simulation*	3

\*Students in the Project Management concentration will take the PGMT 6943 capstone class in lieu of the generalist MGMT 6543 capstone course.

**MASTER OF SCIENCE IN ACCOUNTING**

**Program Description**

The Master of Science in Accounting (M.S.A.) is a highly structured program designed for students who desire knowledge in all areas of accounting. Upon successful completion of the M.S.A. program, students will have met the educational requirements to sit for the Certified Public Accountant exam in most states. Qualified students may complete the degree in 30 hours of study.

**Foundation Requirements**

The following foundation courses must appear on the student's undergraduate transcript with a minimum grade of C- or must be taken at Oklahoma City University:

**Financial Leadership Track**

**Credit Hours: 18\***

MGMT 2213	Business Law**	3
ACCT 3113	Intermediate Accounting I**	3
ACCT 3123	Intermediate Accounting II**	3
ACCT 3413	Income Tax Acct. for Partnerships & Corporations**	3
ACCT 4413	Income Tax Accounting for Individuals**	3
ACCT 4313	Auditing**	3

**Tax Track**

**Credit Hours: 9\*\*\***

MGMT 2213	Business Law**	3
ACCT 3413	Income Tax Acct. for Partnerships & Corporations**	3
ACCT 4413	Income Tax Accounting for Individuals**	3

\*Students who take only the course work required for the Financial Leadership Track will meet the requirements to sit for the CPA exam in Oklahoma, but are encouraged to engage in additional study to be adequately prepared for the exam.

\*\*Must be taken at an accredited U.S. school.

\*\*\*Students who take only the course work required for the Tax Track will NOT meet the requirements to sit for the CPA exam in Oklahoma.

–All waivers and agreements are subject to compliance with the appropriate graduate catalog or approval of the Dean.

In addition, students whose undergraduate education did not include Financial Accounting (ACCT 2113) and Managerial Accounting (ACCT 2213) are advised to take these two courses prior to enrolling in Intermediate Accounting (ACCT 3113). None of the above courses are applied to the master's degree.

<b>Degree Requirements</b>	<b>Credit Hours: 30</b>
<b>Graduate Core Courses</b>	<b>15</b>
ACCT 5113 Financial Reporting and Analysis	3
FIN 6523 Multinational Corporate Finance	3
ACCT 5413 Entity Taxation	3
ACCT 5513 AIS and EDP Control	3
ACCT 5213 Corporate Governance, Social Responsibility, Ethics, and ERM	3
<b>SELECT ONE</b>	
<b>Tax Track</b>	<b>15</b>
ACCT 5423 Tax Procedure	3
ACCT 5433 Corporate Taxation	3
ACCT 5443 Pass-Through Entity Taxation	3
2 electives	6
<b>OR</b>	
<b>Financial Leadership Track</b>	<b>15</b>
ACCT 5223 Forensic Accounting	3
ACCT 5123 Accounting Theory	3
ACCT 5313 Auditing Policies, Frameworks, and Practices	3
ACCT 5233 Cost Accounting Applications	3
1 elective	3

## POLICIES AND STEPS TO EARN A BUSINESS OR ACCOUNTING GRADUATE DEGREE FROM THE MEINDERS SCHOOL OF BUSINESS

### Admissions

Application for admission to the Meinders School of Business graduate programs must be made on an official Oklahoma City University application form obtained from the Graduate Admissions Office, 2501 N. Blackwelder Ave., Oklahoma City, OK 73106, by calling (405) 208-5351 or on the Web at [www.okcu.edu/admissions](http://www.okcu.edu/admissions).

Classes begin at different times depending on the program in which the student is admitted:

- **Traditional on-campus program:** Beginning of the fall or spring semesters or either of the summer terms.
- **Accelerated program (live or online\*):** Beginning of the August, October, January, March, or Summer cycles. Applicants are expected to have at least three years of relevant experience and provide appropriate documentation and recommendations from immediate supervisors.
- **International programs:** Begin at numerous times throughout the year.

\*Note: The entire M.B.A. degree is not available online. The final capstone course must be taken in the classroom and only a limited number of specialization elective courses are offered in the online format.

Official transcripts of all previous college or university studies are required and sent directly to the Graduate Admissions Office. Applicants to MSB graduate programs must have a bachelor's degree from a regionally accredited institution or be eligible for admission to graduate programs under the United Kingdom system. Students must meet the admissions standards for the catalog year into

which they are admitted to the university. See Admission Procedure in this catalog.

M.B.A. students must demonstrate the likelihood of success in a rigorous graduate program to be considered for admission. Several factors may be evaluated, including the GMAT and GRE exams, letters of recommendation, academic and professional accomplishments, TOEFL scores, undergraduate GPA, and professional work experience when reviewing an application. Other accepted graduate admissions tests may also be considered. Students who have taken the LSAT and are admitted into to the Oklahoma City University Law School applying for the JD/M.B.A. are not required to take the GMAT or GRE.

M.S.A. Students will be granted admission to the M.S.A. program if a student has a bachelor's degree, has met the English Language Requirement and has met one of the following paths of criteria. Note that all the criteria in any one path **MUST** be met without substitutions. If path two, three, or five is selected, admission will be determined by the Graduate Studies Committee of the Meinders School of Business.

Bachelor's degree granted from a regionally accredited U.S. college or university paths:

**Path One:** GMAT score of at least 475 with at least a 20 percent on each part

**Path Two:** GPA of at least 3.0 (on a 4.0 scale) in accounting classes (minimum of 15 semester hours) plus a 750 to 1000 word statement of why the M.S.A. is being sought

**Path Three:** 5 years of experience in accounting plus a 750 to 1000 word statement of why the M.S.A. is being sought

Bachelor's degree from an international college or university paths:

**Path Four:** GMAT score of at least 475 with at least a 20 percent on each part

**Path Five:** GPA of at least 3.0 (on a 4.0 scale) in accounting prerequisite classes (minimum of 15 semester hours) plus a 750 to 1000 word statement of why the M.S.A. is being sought

Applicants without a satisfactory academic or professional business background will be required to complete the foundation block courses offered online or on campus. The student's background, work experience, and exposure to business issues will determine which of these learning experiences will be required. The dean of the Meinders School of Business and the Graduate Studies Committee make this determination.

**International Students.** English language proficiency is required in all business courses. International student applicants are required to demonstrate an acceptable level of spoken English by taking a placement test upon admission to an MSB graduate program. An applicant who meets one of the following conditions prior to admission will be considered to have sufficient reading and writing English language proficiency:

### **M.B.A. Degree:**

- Completed his/her undergraduate studies at an institution where English was the language of instruction
- Demonstrated a score of at least 560 (220 computer-based, 83 IBT) on the Test of English as a Foreign Language (TOEFL)
- All international students who have a TOEFL score below 560 (220 computer based or 83 IBT) but equal to or above 530 (197 computer-based, 71 IBT) or level 111 in the ELS program must successfully complete the Essentials of Business English (MGMT 5003) course in the foundation block.
- Scored at least 6.0 overall with a minimum 5.5 on each band score on the I.E.L.T.S.
- Achieved level 112 in the ELS program

### **M.S.A. Degree:**

One of the following must be met:

- English as first language
- Graduated from a U.S. regionally accredited college or university
- TOEFL score of at least 570 (230 computer based, 88 IBT)
- *Completion* of ELS level 112 with at least 3.5 in level 112

The TOEFL institution code for Oklahoma City University is 6543. Demonstration of English language proficiency by other approved alternative methods may be considered.

### **Domestic and International Special Considerations**

Those not meeting the above admissions criteria may be considered on an individual basis for conditional admission by the Graduate Studies Committee. Applicants must petition their requests in writing to the Graduate Studies Committee via the Meinders School of Business dean's office.

### **Academic Advising**

Upon receiving a letter of admission, a student should contact the Student Services Office at the Meinders School of Business. A student services specialist will assist the student in selecting courses and planning the program for the degree. The telephone listings and office hours for the student services specialists are available in the office of the dean of the Meinders School of Business.

### **Transfer Policy**

The Meinders School of Business may accept transfer credit at entrance only. A maximum of 6 credit hours of graduate-level business courses may be eligible for transfer if completed at other regionally accredited universities within the five years prior to the student's entry date into the Meinders School of Business, provided they have not been credited toward a previous degree. Any course accepted for transfer credit must have been completed with a grade of B or better.

Requests for transfer credit hours will be considered and processed only if a written petition form accompanied by a course description, list of texts used, and official transcript of the final grade assignment is submitted. This information must be submitted to the dean at or prior to initial registration. If approval is granted, credit for the hours will be re-

flected on the official Oklahoma City University transcript. Grades earned for transferred work do not count toward the graduate degree cumulative GPA.

### **Curriculum Sequence**

The curriculum block courses must be taken in a sequence. The number of foundation block courses a student is required to take will be determined on the student's initial admission to an MSB graduate program and may depend on such factors as undergraduate grades, GMAT or GRE scores, TOEFL scores, undergraduate major, and prior business experience. Students conditionally admitted to an MSB graduate program may not enroll in the M.B.A. environmental block without permission of the dean. Students may not enroll in upper-division (6000-level) courses until they have successfully completed the respective prerequisite course in the functional block. Students may not be concurrently enrolled in more than two curriculum blocks at the same time.

### **Candidate for Degree**

A student accorded candidate for degree status is expected to complete the MSB graduate degree. While still subject to probation, if warranted, a candidate for degree will be allowed to complete all course work (except in cases of gross violation of the university's rules and regulations), subject to the following conditions:

1. Completion of 12 hours of graduate study with a cumulative GPA of 3.0
2. Satisfaction of all prerequisites
3. No other impediments

### **Probation Policy**

A student may be placed on probation at admission; whenever his or her cumulative GPA falls below 3.0; whenever he or she receives more than two grades below B-; whenever he or she receives a grade below C; or for violation of other academic norms, standards, or behavior as determined by the university or the school.

All probationary students will have 9 credit hours to remedy the deficiencies. A cumulative 3.0 GPA is required by the end of 9 credit hours. Failure to receive a grade of C or higher in any class in any enrollment term while on probation and/or failure to achieve a cumulative 3.0 GPA by the end of the 9 credit hours will result in dismissal from the university.

All students placed on probation must make an appointment within the first two weeks of the next course session with their academic advisor. Students failing to meet this criterion may be subject to enrollment cancellation.

Any student receiving probationary status due to more than two grades of C (**NOTE:** a grade of C includes C+ and C), or any grade of C- or below must retake that course within his or her next enrollment term or as soon as it is offered again within the program of study.

Traditional on-campus probationary students may not take more than 9 credit hours in each of the fall and spring semesters and 3 credit hours in each summer session. Ac-



celerated M.B.A. program probationary students may not take more than 3 credit hours per cycle. At the conclusion of the probationary period, the academic dean will review the student's record for one of three options: removal of probation, continuation of probation, or dismissal from the program.

### Dismissal Policy

The student who is on probation must earn a grade of C or higher in any other MSB graduate course completed and maintain a cumulative 3.0 GPA or better by the end of the probationary 9 credit hour period. At the end of this probationary period, the student must be in good academic standing or will be dismissed from the university. A student is in good standing when the cumulative GPA is at or above a 3.0 without having more than two grades below a B- and no grades below a C (2.0).

Following the 9 credit hour probation and a period of good standing, whenever the student has more than two grades below B-, whenever the student receives a grade below C, or for violation of other academic norms, standards, or behavior as determined by the university or the school, the student will have 6 hours to return to good academic standing or will be dismissed from the university. The dismissal decision may be appealed with the Student Probation and Petition Committee.

### Academic Appeal Process

A student may appeal decisions affecting his or her academic progress as follows:

1. The student initiates an appeal by filing a written petition with the school's academic dean.
2. The academic dean reviews the petition and determines if a meeting with the student petitioner is necessary.
3. The student petitioner will be informed in writing of the decision on the merits of his or her petition.
4. If the student does not agree with the decision, he or she may continue the appeal process with the associate provost.

### Attendance Policy

Students are expected to attend classes and arrive no later than the designated starting time for all classes. Absenteeism and tardiness may lead to a grade reduction, at the professor's discretion.

### Academic Load

Students may not take more than 12 credit hours during fall and spring semesters and 6 credit hours during summer terms. Accelerated M.B.A. students may not take more than 6 credit hours per cycle. Students on probation may not take more than 9 credit hours in the fall or spring semesters and 3 credit hours in each summer term. Any exceptions to this policy must be approved by the dean of the Meinders School of Business.

### Eligibility for Graduation

A student is eligible for graduation when the following conditions are satisfied:

1. All required graduate course work has been completed with a minimum graduate GPA of 3.0.

2. The student has no grade below C (2.0).
3. The student does not have more than two grades lower than B-.
4. The student is not on academic probation.
5. There are no other impediments.

## MASTER OF SCIENCE IN COMPUTER SCIENCE

Chair: Shandiz

Faculty: Aboudja, Goulden, Li, Park, Sha

### Degree Information

The Master of Science in computer science degree offers professional development and enhancement of skills, in-depth study of computers, and a balance of abstract knowledge and practical understanding. The program is designed to aid and encourage professional development for persons in computer or computer-related fields. It is designed for students who desire to enhance their computer skills, extend their expertise into computer science as a new field, enhance their credentials, enter the job market as a computing professional, or pursue a Ph.D. in computer science. The curriculum is structured to permit students to strengthen their understanding of the complexities of computers and computer applications and, through choice of appropriate elective courses, to specialize in database systems if desired.

### Undergraduate Prerequisites

All graduate students, depending on their undergraduate background, may be required to complete undergraduate courses as prerequisites, specifically Introduction to Operating Systems, Discrete Mathematics, and Data Structures. Transcripts will be evaluated on an individual basis by the graduate faculty.

### Students with Four-Year Degrees in Fields Other than Computer Science

All students with four-year degrees in disciplines other than computer science will be required to complete a minimum of 18 hours of undergraduate courses from the courses listed below. Some students may be required to take all of the courses listed below.

		Credit Hours
MATH 2004	Calculus and Analytic Geometry I	4
CSCI 1514	Algorithm Design and Programming I	4
CSCI 1614	Algorithm Design and Programming II	4
CSCI 3114	Data Structures	4
CSCI 3503	Discrete Mathematics	3
CSCI 4313	Operating Systems	3
CSCI 3613	Database Design and Management	3

### Students with Three-Year Undergraduate Degrees in Computer Science

Before a student with a three-year undergraduate degree is admitted to the graduate program, he or she must complete 32 hours of undergraduate course work. These courses may include no more than 9 hours from any one discipline other than computer science in order to ensure a broad academic background. The student may enroll in a limited number of graduate courses during this time with the permission of his or her advisor.

Students with three-year undergraduate degrees may wish to select undergraduate courses such that he or she also earns an undergraduate degree from Oklahoma City University. He or she must complete the courses necessary to complete the general education requirements, the minimum hours for the degree, and all computer science major requirements. Completion of an undergraduate degree from Oklahoma City University is not necessary to gain admission to the graduate program.

### Students with Three-Year Undergraduate Degrees in Fields Other than Computer Science

Prior to beginning graduate course work, 32 hours of undergraduate class work is required. These courses are taken from the following, as needed:

	<b>Credit Hours: 32</b>
Math 2004	Calculus and Analytic Geometry I 4
CSCI 1514	Algorithm Design and Programming I 4
CSCI 1614	Algorithm Design and Programming II 4
CSCI 3114	Data Structures 4
CSCI 3503	Discrete Mathematics 3
CSCI 4313	Operating Systems 3
CSCI 3613	Database Design and Management 3
Other upper-division computer science courses	7 or more

### Academic Regulations

1. To graduate, each student must meet the following criteria: Complete any assigned undergraduate prerequisites satisfactorily and complete the course work required for one of the tracks with a minimum 3.0 GPA.
2. A student is admitted to degree candidacy when he or she has completed all undergraduate prerequisites. While enrolled in undergraduate prerequisites and not yet admitted to candidacy, a student may enroll in other undergraduate courses and, with permission, graduate courses.
3. All undergraduate or preparatory courses must be completed with a grade of C- or better.
4. All graduate courses must be completed with a grade of C (2.0) or better. Students must maintain a minimum GPA of 3.0 in all graduate computer science courses. No more than two graduate computer science courses may have a grade of less than B-.
5. Upon entry, the student may transfer no more than two graduate courses totaling no more than 6 semester credit hours from other colleges or universities. Transfer credit may be granted for courses completed at a regionally accredited college or university for graduate credit in computer science or a closely related discipline with a grade of "B" or better. Such courses must not have been used to fulfill requirements for a degree from the previous institution. Transfer credit will be granted only for courses on a student's approved course of study and only with the approval of his or her academic advisor.
6. Any graduate courses completed more than five years prior to the awarding of an M.S. degree may not be used to satisfy departmental requirements for that degree.

### Graduation Requirements

Students must earn at least a 3.0 cumulative GPA to graduate. Any course with a grade below C (2.0) cannot be used as part of the minimum number of semester credit hours

required for the degree. No more than two grades below B- (2.75) are acceptable on course work.

### Degree Requirements

Students are required to obtain approval of a course of study from a graduate faculty advisor. Each student must complete 33 or more graduate hours with a graduate GPA of 3.0 or better, and no more than two grades of C+ (2.0 or 2.25).

### MASTER OF SCIENCE IN COMPUTER SCIENCE (CSCI)

#### GENERAL TRACK

<b>Core</b>		<b>Credit hours: 15</b>
CSCI 5003	Introduction to Object-Oriented Programming	3
CSCI 5103	Theory of Computing	3
CSCI 5413	Algorithm Theory and Analysis	3
CSCI 5503	Computer Organization and Architecture	3
CSCI 6003	Computer Science Graduate Capstone	3
<b>Track emphasis</b>		<b>12</b>
CSCI 5203	Logic for Computer Science	3
CSCI 6303	Distributed Operating Systems	3
CSCI 5403	Software Engineering	3
CSCI 6203	Advanced Object-Oriented Programming	3
<b>Electives: Choose any 6 credit hours</b>		<b>6</b>
CSCI 5513	Computer System Architecture	
CSCI 5603	Database Design	
CSCI 5703	Artificial Intelligence	
CSCI 5803	Computer Graphics	
CSCI 5981-6	M.S. Degree Project	
CSCI 6063	Special Topics	
CSCI 6403	Advanced Algorithm Design	
CSCI 6503	Computer Network Architecture	
CSCI 6603	Postrelational Databases	
CSCI 6613	Intelligent Databases	
CSCI 6703	Knowledge Discovery	
CSCI 6981-6	M.S. Degree Research	

### MASTER OF SCIENCE IN COMPUTER SCIENCE (CSCI) DATABASE SYSTEMS TRACK

<b>Core</b>		<b>Credit hours: 12</b>
CSCI 5003	Introduction to Object-Oriented Programming	3
CSCI 5413	Algorithm Theory and Analysis	3
CSCI 5503	Computer Organization and Architecture	3
CSCI 6003	Computer Science Graduate Capstone	3
<b>Track Emphasis</b>		<b>15</b>
CSCI 5203	Logic for Computer Science	3
CSCI 5403	Software Engineering	3
CSCI 5603	Database Design	3
CSCI 6303	Distributed Operating Systems	3
CSCI 6603	Postrelational Databases	3
<b>Electives: Choose any 6 credit hours</b>		<b>6</b>
CSCI 5103	Theory of Computing	
CSCI 5303	Embedded and Real-time Operating Systems	
CSCI 5403	Software Engineering	
CSCI 5513	Computer System Architecture	
CSCI 5703	Artificial Intelligence	
CSCI 5803	Computer Graphics	
CSCI 5981-6	M.S. Degree Project	
CSCI 6063	Special Topics	
CSCI 6203	Object Oriented Programming	
CSCI 6403	Advanced Algorithm Design	
CSCI 6503	Computer Network Architecture	
CSCI 6981-6	M.S. Degree Research	



Lawrence K. Hellman, Dean  
Eric Laity, Associate Dean



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# SCHOOL OF LAW

The School of Law is located on the main campus of Oklahoma City University in the Sarkeys Law Center and the Gold Star Memorial Building. An Oklahoma City University School of Law education is built upon a curriculum based on the values of the liberal arts tradition, blending theory with practical experience to prepare graduates for a wide variety of careers.

The School of Law prepares students to become responsible professionals through a rigorous program of instruction that focuses on students' intellectual and professional development and enables them to become leaders in law, business, government, and civic life while contributing to the improvement of law and legal institutions through research and scholarship.

Our diverse student body adds to the rich experience of attending a national law school. Half of our students come from outside Oklahoma, with thirty-five states represented in a typical entering class. Our curriculum focuses on national issues, and our graduates practice in all fifty states, the District of Columbia, and several foreign countries.

The School of Law is fully approved by the American Bar Association and is a member of the Association of American Law Schools. The academic year consists of two semesters and an optional summer term. A minimum of 90 credit hours is required for completion of the J.D. degree. The school offers both full-time and part-time options. Successful completion of the course of study leads to the degree of Juris Doctor.

## Admissions

Admission to the School of Law is a competitive and selective process. To be considered for admission, an applicant must take the Law School Admission Test (LSAT) prepared and administered by the Law School Admission Council, hold an undergraduate degree or be scheduled to complete one prior to matriculation at the School of Law, and have the potential for academic success and leadership.

A student in good standing in another law school approved by the American Bar Association may be admitted with advanced standing by approval of the Faculty Committee on Admissions at its discretion.

## School of Law Catalog

The catalog for the School of Law is published separately. Interested persons should visit the Web site at [www.okcu.edu/law](http://www.okcu.edu/law) or e-mail, write, or call the Admissions Office: Oklahoma City University School of Law Admissions Office, 2501 N. Blackwelder, Oklahoma City, OK 73106, [lawadmit@okcu.edu](mailto:lawadmit@okcu.edu), (800) 633-7242. Applications for admission to the School of Law and pertinent financial and other information are available at [www.okcu.edu/law](http://www.okcu.edu/law).

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John Bedford, Dean  
Melanie Shelley, Associate Dean

**MASTER OF FINE ARTS  
IN DANCE**



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# ANN LACY SCHOOL OF AMERICAN DANCE AND ARTS MANAGEMENT

The Ann Lacy School of American Dance and Arts Management offers a Master of Fine Arts in dance emphasizing jazz, tap, musical theatre dance, ballet (as used in musical theatre), choreography for the entertainment industry, American dance history, teaching dance (tap, jazz, ballet), and dance management.

## MASTER OF FINE ARTS IN DANCE

Dance Department Chair: Jo Rowan  
Graduate Program Coordinator: Paul Gebb  
Faculty: Boday, Brooks, Cosby, Gebb, Jacquemain, Marcum, Martin, Oplotnik, Risi, Rogers, Rowan, Sandel, Shaw, Shelley, Stevens, van der Merwe, Warford, Wilcox

### Admission Requirements

Applicants must have a minimum undergraduate GPA of 3.0. Applicants must complete an audition questionnaire and an essay, audition for admission, and be accepted into the Ann Lacy School of American Dance and Arts Management. Auditions may be in person on campus or by DVD. DVD audition requirements and audition questionnaires are available from the graduate program coordinator.

Each applicant will be leveled in ballet, jazz, and tap. For admission, a minimum of technique class A in two dance styles is required.

International students with English as a second language must have a TOEFL score of 600. An international student who has graduated from a college or university in a country where English is the language of instruction may petition the dean for a waiver of the above TOEFL requirement.

Seniors in the Ann Lacy School of American Dance and Arts Management with a minimum cumulative GPA of 3.0 may apply for admission to the graduate dance program during the last semester before undergraduate graduation. An audition is not required.

A fast track option is available for Ann Lacy School of American Dance and Arts Management dance majors graduating with levels 5,4,4 and above who immediately enter the M.F.A. program. Details are available from the graduate program coordinator.

Admission to the Ann Lacy School of American Dance and Arts Management is a privilege granted by the school. The school reserves the right to deny admission to any applicant without explanation. The school does not provide a critique of auditions or discuss audition results.

### Seniors and Graduate Courses

Seniors in the Ann Lacy School of American Dance and Arts Management who have been accepted into the M.F.A. in dance program may enroll for graduate credit in up to 6 credit hours during their final semester (fall/spring) before graduation, provided that the credits are not required for an undergraduate degree.

## Professionalism, Degree Focus, and Extracurricular Requirements

As the M.F.A. in dance is a terminal degree, students are evaluated on progress in developing knowledge, attitudes, behaviors, and vertical and horizontal interpersonal skills needed to be a valuable member of a college or university dance department. Students are evaluated both on classroom and non-classroom activities including academic performance, attitude, generosity of knowledge, reliability and responsibility, quality of nonclass work, professionalism, motivation and commitment to dance and the M.F.A. program, active involvement with the school's programs, and focus.

Students who engage in academic dishonesty will be expelled from the M.F.A. in dance program and the Ann Lacy School of American Dance and Arts Management.

The M.F.A. emphasizes jazz, tap, musical theatre dance, and choreography for the entertainment industry. For success within the degree, students must embrace these styles and apply them to dance and academic assignments including thesis productions and research projects. The M.F.A. does not include modern. The M.F.A. includes ballet as used in musical theatre and as a foundation for technique.

As part of the learning process and preparation for becoming successful members of collegiate dance programs, all M.F.A. students are required to participate in Ann Lacy School of American Dance and Arts Management programs including, but not limited to, entertainment technology training days, American Spirit Dance Company performances, dance audition days, M.F.A. thesis performances, and dance workshops.

### Acceptance to Candidacy

A student may be admitted to degree candidacy when he or she has met the following criteria.

1. Removed deficiencies.
2. Successfully completed 33 hours of graduate degree requirements with a minimum graduate GPA of 3.0.
3. Advanced to a minimum level of 4 in highest dance technique.
4. Advanced to a minimum level of 3 in second highest dance technique.
5. Demonstrated evidence of writing and research ability necessary to complete degree requirements.
6. Demonstrated progress toward becoming a valuable member of a college or university dance department on faculty rating rubric.
7. Filed the application for candidacy form with the graduate program coordinator and received approval of the graduate committee. This application should be filed following completion of 28 credit hours of graduate degree requirements.

### Graduate Committee

Following acceptance to candidacy, students work under the guidance of the graduate committee appointed by the dean.

## Thesis and Review

Qualified candidates for the M.F.A. in dance degree must enroll in the Graduate Thesis Preparation course. During this course, the graduate committee will review thesis proposals and evaluate them as satisfactory or unsatisfactory. If it is determined that a student is not making satisfactory progress, the proposal process will stop. The student will be required to enroll in the Graduate Thesis Preparation course the following year.

If a student's thesis proposal is accepted, the student may progress to the Graduate Thesis course. The standard written thesis is an extensive research paper related to tap, jazz, and/or musical theatre dance. The written thesis is more extensive in nature than the work products of the M.F.A. Research and Writing for Dance, Dance History, and America Dance History courses. In the fall semester a maximum of one student and in the spring semester a maximum of two students may be selected by the graduate committee for a dance production thesis in lieu of the standard written thesis. The dance production thesis is a production, approximately thirty minutes in length, comprised of original choreography. The production must demonstrate a specific concept which is explored, illustrated, or illuminated.

The student is responsible for casting, setting dances, rehearsing and teaching the cast, spacing and blocking dances, costuming the dances, and providing for everything required for creative aspects of the production. Students will be required to keep a journal of the creative and production process and to provide an analysis/evaluation of the process and of problems encountered, solutions developed, and possible alternatives for handling future dance productions.

During the Graduate Thesis course, the graduate committee will periodically review the student's work. If it is determined by the committee that a student is not making satisfactory progress, the process will stop. The student will not receive credit for the thesis and the student will be required to enroll in the Graduate Thesis course the next semester. Students may not be selected for a dance production thesis on any repeated attempts.

A post-thesis review/analysis before the graduate committee will follow the completion of the production or written thesis.

The acceptability of the thesis and the post-thesis presentation and review are determined by the graduate committee.

If a student does not successfully complete all degree requirements within three years of first enrollment in Graduate Thesis Preparation, the degree will not be granted.

## Graduation Levels

In order to graduate with the M.F.A. in dance, mastery of level 5 in one technique, level 4 in a second technique, and level 2 in a third technique and passing teaching proficiency evaluations are required. Students are leveled at the end of each semester to measure progress toward the required graduation levels. Students receive special technique evaluation and advisement from the tap, jazz, and ballet faculty

at the end of the first year and at the beginning of the final semester before planned graduation.

## Probation Policy

A student may be placed on probation whenever the student's cumulative GPA falls below 3.0, whenever the student receives a grade below a B (3.0) in a DANC or AMGT course, whenever the student earns "No Credit" for a DANC or AMGT course, or whenever the student receives a grade below a C (2.0) in any non-DANC or AMGT course.

Probationary students have 9 credit hours to achieve a cumulative GPA of 3.0 or higher. In any enrollment term during these 9 credit hours, the student must not receive any grade lower than a B (3.0) in any course. Failure to receive a grade of B (3.0) or higher in any class in any enrollment term while on probation and/or failure to achieve a cumulative GPA of 3.0 by the end of the 9 credit hours will result in dismissal from the M.F.A. in dance program.

A student is only allowed to retake a course once to replace a grade of C (2.0) or lower. The student must retake the course in which the student received a C (2.0) or below during his or her next enrollment term or as soon as it is offered again within the program of study. Students may not count grades of C (2.0) or below toward the MFA in Dance degree.

## MASTER OF FINE ARTS IN DANCE (M.F.A.)

Degree Requirements	Credit Hours: 61
<b>Dance Technique (as leveled)</b>	<b>19</b>
Ballet	9
Tap	4
Jazz	6
<b>Technique Electives</b>	<b>3</b>
(pointe, partnering, rhythm tap, theatre dance)	
<b>Choreography</b>	<b>6</b>
DANC 5283 Choreography I	3
DANC 5483 Choreography II	3
<b>Dance History and Research</b>	<b>11</b>
DANC 5613 Research and Writing for Dance	3
Dance 5623 History of Dance	3
Dance 5633 History of American Dance	3
Dance 5642 History of Teaching Dance	2
<b>Teaching Dance</b>	<b>6</b>
DANC 5422 Teaching Dance – Ballet	2
DANC 5522 Teaching Dance – Jazz	2
DANC 5722 Teaching Dance – Tap	2
<b>Business of Dance</b>	<b>9</b>
AMGT 5713 Management of Nonprofit Dance Organizations	3
AMGT 5383 Dance Production	3
AMGT 5393 Dance Academy Management	3
<b>Approved Electives</b>	<b>3</b>
Electives supporting the student's professional/educational goals	
<b>Thesis</b>	<b>4</b>
DANC 6991 Graduate Thesis Preparation	1
DANC 6993 Graduate Thesis (production or written)	3



Mark Edward Parker, Dean  
Mark Belcik, Associate Dean

**MASTER OF MUSIC**

MUSIC COMPOSITION

MUSIC THEATER

OPERA PERFORMANCE

PERFORMANCE

CONDUCTING

VOCAL COACHING





# WANDA L. BASS SCHOOL OF MUSIC

The Wanda L. Bass School of Music offers programs of private study, courses, and research leading to the Master of Music (M.M.) degree. Concentrations are offered in music composition, instrumental and vocal performance, opera performance, conducting, vocal coaching, and music theater. The administration of these programs is under the supervision of the dean, the coordinator of graduate studies, and the graduate commission of the school.

## Admission Requirements

For regular admission, the applicant must have a minimum undergraduate GPA of 3.0 and hold an appropriate Bachelor of Music degree from an NASM accredited institution with undergraduate preparation related to the graduate music curriculum. Adequacy of this preparation will be determined through transcript evaluation and advisory examinations in music theory, aural skills, history, sight-singing, keyboard (conducting and composition), foreign language diction (for singers), and in the proposed field of performance. Exams are given at the beginning of each semester. In addition, composition students must submit a composition portfolio and schedule an interview with the head of the composition area.

## Procedure for Admission

An application for admission to the M.M. program may be secured from the Office of Graduate Admissions. The completed form, together with an official transcript of college credits and two letters of recommendation, should be returned to the Office of Graduate Admissions prior to the scheduled audition. Graduate credits from other institutions will be accepted only by special permission (normally not exceeding 8 hours). The prospective graduate student should plan to audition at one of the regularly scheduled audition times or submit an audio recording or videotape at least ninety days prior to the initial semester of enrollment. All students must complete a successful audition and satisfy all university admission criteria before they will be admitted to the school.

Admission means only that the student will be permitted to enroll for courses in the graduate program. It does not imply acceptance to candidacy. Admission is in concert with the university's graduate program admission policy.

## Advisory Examination and Audition

The advisory examination and leveling audition are scheduled at the beginning of each semester during the regular academic year. Students are urged to review music history, literature, theory, sight-singing, and keyboard skills before taking this examination. Diction examinations are for voice students only. Students receiving less-than-satisfactory evaluation in any part of the advisory examination are required to enroll in a review course in the deficient area at the first course offering. Since these review courses

are not part of the degree curriculum, they do not carry a graduate number and their tuition and fees are not covered by scholarship aid. Each student is required to give a ten-minute prepared recital as part of the advisory exam the first semester at Oklahoma City University. At this time an entrance performance level is determined. The coordinator of graduate studies can provide detailed information.

## Seniors and Graduate Courses

Senior students who are graduating at the end of a semester or summer session may take courses for graduate credit under the following conditions: The credits must not be required or needed for the bachelor's degree; the total registration must not exceed 16 hours for a semester or 6 hours for a summer session; the student must either complete the requirements for the bachelor's degree at the end of the semester or session or be within 12 semester credit hours of completing the requirements for the bachelor's degree at the beginning of the semester or summer session in which graduate credit is requested; admission to courses taken for graduate credit must have the approval of the dean of the Bass School of Music; and not more than 9 semester hours taken while a senior may be approved for graduate credit.

## Acceptance to Candidacy

A student will be admitted to degree candidacy when he or she has met the following criteria:

1. Removed deficiencies.
2. Successfully completed 12 hours with an average of B (3.0) or above toward the degree and not less than 3 hours in the major subject. One semester of major applied study must be included.
3. Given satisfactory evidence of ability to complete all degree requirements.
4. Filed the application for candidacy form with the coordinator of graduate studies and received approval. This application should be filed following completion of 12 hours of graduate study and no later than November 1 for May graduation or April 1 for December graduation.
5. Reached performance level of G7 (see Applied Music Attainment Level section). Conducting majors must have reached G5 in their major instrument.

## Graduate Committee

Following acceptance to candidacy, students work under the guidance of their graduate committee. The committee includes three faculty members: the major applied teacher, the coordinator of graduate studies and the paper advisor (assigned by the coordinator of graduate studies).

## Comprehensive Review

A comprehensive review is administered by the student's committee prior to the required recital and takes the form of a preview recital and oral examination on the recital paper. The comprehensive review for the composition major includes submission of recordings of recital rehearsals as well as an oral examination of the thesis composition. This examination takes place at least fifteen days prior to

the scheduled recital. Any proposed change to the recital program after the comprehensive review must have committee approval.

### Recital/Recital Paper

Students with a performance concentration (instrumental, vocal, opera, music theater) present a full recital (48-53 minutes of performing time) and complete a recital paper. Students with a conducting concentration present a thirty-minute conducting recital and complete a recital paper. Students with a composition concentration present a full recital (50 minutes) of their works and submit a thesis composition in lieu of a recital paper. Note that it is not a requirement that the thesis composition be performed in the recital. However, a separate reading or performance of the thesis is encouraged.

Regardless of the number of applied hours earned toward the degree, a student must be studying for a minimum of one credit hour during the semester or summer term in which the graduate recital is presented.

The recital paper should deal with some aspect of the recital. It should demonstrate the student's ability to carry out individual research. The student must submit, in consultation with the paper advisor, one or more proposed topics to his or her graduate committee following admission to candidacy. The acceptability of the recital and the paper will be determined by the student's graduate committee.

## APPLIED MUSIC ATTAINMENT LEVEL

### Master of Music in performance

- G3** Minimum performance requirement for graduate credit
- G4** Normal graduate entering level
- G7** Level needed to submit application for candidacy
- G8** Level needed for recital and graduation

### Master of Music in conducting

- G4** Piano level for graduation
- G5** Level needed on applied major to submit application for candidacy
- G6** Applied major level needed for graduation

### Master of Music in composition

- G4** Piano level for graduation

### Academic Regulations

The degree of Master of Music is conferred upon fulfillment of the following requirements:

1. All work following candidacy must be taken at Oklahoma City University.
2. Students must maintain a minimum GPA of 3.0 in order to remain in good standing. A student must be in good standing to graduate.
3. No grades below C (2.0) are acceptable toward degree requirements. A maximum of 3 credits below B- are acceptable toward degree requirements. Students may not graduate with a grade of D or F on the transcript.

4. A course may be repeated only once. Students may have only two course repeats in graduate degree requirements. If, after repeating a course, a student fails to receive at least a C (2.0), the student will be automatically dismissed.
5. Graduate music students whose cumulative GPA drops below 3.0 at the end of the semester will receive written notification from the registrar that they have been placed on academic probation for the next semester. Should the student fail to raise the cumulative GPA above 3.0 during the next semester, he or she will be dismissed from the university.
6. All courses and requirements must be completed within six years of the initial enrollment in the master's program.
7. The student must comply with the established Thesis or Project Submission Policy and the Master's Thesis and Capstone Project Enrollment and Grading Policy. These policies are stated in the Academic Regulations section of this graduate catalog.
8. All new entering graduate students in performance, music theater, opera performance, and conducting are required to perform an audition for level in their instrument or voice. This audition is separate from the audition or submission of portfolio for admission to the university. Students should have a ten-minute recital prepared, along with typewritten copies of repertoire for each member of the jury. Composition and conducting students will also be leveled in piano. A new level will be determined at each subsequent jury.
9. All remedial course work as determined by the Advisory Examination must be completed with the grade of B- or better in order to remove the deficiency.
10. All voice students are required to audition for all opera and music theater productions and perform in them if cast. Performing in productions is by audition and therefore, performance is not guaranteed to any student.
11. Music students must receive permission from their applied music teachers and the dean prior to accepting musical engagements outside of the university. Permission to Perform Off-Campus forms are available on Starnet.

### Electives

Electives must fall within approved guidelines and must carry a graduate course number. No elective course may be used to correct a deficiency (i.e., a remedial course) and at the same time be used for elective credit toward the degree. Independent study or class study of a modern foreign language at the freshman or sophomore level is not acceptable as graduate-level elective work.

### Enrollment Restriction

Enrollment in excess of the normal 9 hours per semester is not encouraged. Enrollment in excess of 12 hours will be sanctioned only by action of the graduate commission.

## MUSIC COMPOSITION

Faculty: Black, Knight

<b>Program of Study</b>		<b>Credit Hours: (33) 35</b>
<b>Core Curriculum:</b>		<b>(14)16</b>
	Piano (G4 level)	(2)
MUS 5113	Theory in Perspective <b>or</b>	
MUS 5133	Nineteenth-Century Analysis	3
MUS 5123	Collegium Musicum	3
MUS 5213	Twentieth-Century Music, Style, and Structure	3
MUS 5102	Music Research and Writing	2
MUS 5423	Vocal Literature Seminar <b>or</b>	
MUS 5623	Orchestral Literature Seminar <b>or</b>	
MUS 5723	Organ Literature Seminar <b>or</b>	
MUS 5823	Keyboard Literature Seminar <b>or</b>	
MUS 6023	Guitar Literature Seminar	3
<b>Specialized Courses in Major Field:</b>		<b>15</b>
MUS 5073	Recital/Paper (Composition Project/ Graduate Composition Concert)	3
MUS 5013	Composition I	3
MUS 5173	Composition II	3
MUS 5613	Composition III	3
MUS 5913	Composition IV	3
<b>Electives</b>		<b>4</b>
(selected with the counsel of the composition professor): Theory, literature, orchestration, conducting, applied music, instrumental methods courses		

## MUSIC THEATER

Faculty: Birdwell, Christensen, Herendeen, Holleman, Keller, Kelly, McDaniel, Ragsdale, Reagan

<b>Program of Study</b>		<b>Credit Hours: 34</b>
<b>Required Courses:</b>		<b>14</b>
OMT 5223	Music Theater Analysis	3
AMV 5372-5472	Applied Voice	8
MUS 5583	Music Theater Literature Seminar	3
<b>Two of the following acting courses are required:</b>		<b>4</b>
OMT 5182	Acting III (Improvisation)	
OMT 5482	Acting IV (Advanced Acting)	
OMT 5582	Acting V (Period Movement)	
OMT 5682	Acting VI (Physical Skills)	
<b>One of the following courses is required:</b>		<b>3</b>
MUS 5323	Opera History I (1600-1850)	
MUS 5023	Opera History II (1850-present)	
MUS 5423	Vocal Literature Seminar	
MUS 5213	Twentieth-Century Music, Style, and Structure	
MUS 5133	Nineteenth-Century Analysis	
<b>Other Requirements:</b>		<b>13</b>
MUEN 5661	Music Theater Workshop	2
AMGT 5842	Contracts and Management for Performers	2
MUS 5073	Recital/Paper	3
MUS 5102	Music Research and Writing	2
DANC	Electives approved for graduate credit	

Students must attend dance leveling sessions at the beginning of each semester to enroll in any dance course other than a basic dance course.

Music theater students must demonstrate competency in English diction and must demonstrate basic competency in acting skills prior to enrolling in the graduate acting sequence.

## OPERA PERFORMANCE

Faculty: Birdwell, Christensen, Herendeen, Holleman, Keller, Kelly, McDaniel, Ragsdale

<b>Program of Study</b>		<b>Credit Hours: 37</b>
<b>Basic Opera Studies/Development:</b>		<b>19</b>
MUS 5033	Advanced Vocal Pedagogy	3
OMT 5582	Acting V (Period Movement)*	2
One additional acting class is required, choose from:		
OMT 5182	Acting III (Improvisation) <b>or</b>	
OMT 5482	Acting IV (Advanced Acting) <b>or</b>	
OMT 5682	Acting VI (Physical Skills)	2
DICT 5352	Advanced German Diction <b>or</b>	
DICT 5652	Advanced French Diction	2
AMV 5372-5472	Applied Voice	8
DANC	Electives approved for graduate credit	2
<b>Integration of Elements of Opera Performance:</b>		<b>4</b>
MUS 5262-5362	Opera Studio	2
AMGT 5842	Contracts and Management for Performers	2
<b>History and Theory:</b>		<b>9</b>
MUS 5113	Theory in Perspective <b>or</b>	
MUS 5213	Twentieth-Century Music, Style, and Structure	3
MUS 5323	Opera History I (1600-1850)	3
MUS 5023	Opera History II (1850-present)	3
<b>Other Requirements:</b>		<b>5</b>
MUS 5073	Recital/Paper (subject to committee approval)	3
MUS 5102	Music Research and Writing	2

Opera Performance students must demonstrate competencies in English, French, German, and Italian diction.

\*Opera Performance students must demonstrate basic competency in acting skills prior to enrolling in the graduate acting sequence.

## PERFORMANCE

Faculty: Anderson, Birdwell, Christensen, Holleman, Keller, Kelly, McDaniel, Monteiro, Pritchett, Ragsdale, Reagan, Schimek, Steffens, Zieba

Adjunct Faculty: Allen, Arnold, Cain, Fresonke, Harvey-Reed, King, LeBlanc, Owens, Resnick, Scott, von Dreau

### Program of Study Credit Hours: 32 Required Courses 17

MUS 5113	Theory in Perspective <b>or</b>	3
MUS 5133	Nineteenth-Century Analysis	3
MUS 5123	Collegium Musicum	3
MUS 5213	Twentieth-Century Music, Style, and Structure	3
	Applied Music	3
5372-5472	Major Performance Medium	8

### One of the following courses: 3

MUS 5423	Vocal Literature Seminar	3
MUS 5623	Orchestral Literature Seminar	3
MUS 5723	Organ Literature Seminar	3
MUS 5823	Keyboard Literature Seminar	3
MUS 6023	Guitar Literature Seminar	3

### Other Requirements: 12

MUS 5073	Recital/Paper	3
MUS 5102	Music Research and Writing	2
	Electives selected with advisor	7

Vocal Performance students must demonstrate competencies in English, French, German, and Italian diction.

## CONDUCTING

Faculty: Belcik, Ellefson, Mailman, Parker, Willoughby

### Program of Study Credit Hours: 34 Required Courses (26) 27

MUS 5113	Theory in Perspective <b>or</b>	3
MUS 5133	Nineteenth-Century Analysis	3
MUS 5123	Collegium Musicum	3
MUS 5213	Twentieth-Century Music, Style, and Structure	3
MUS 5142	Conducting Seminar I	2
MUS 5242	Conducting Seminar II	2
MUS 5342	Conducting Seminar III	2
MUS 5542	Conducting Seminar IV	2
	Applied Music	2

5372-5472	Major Performance Medium	4
	Applied Music	2

5371-5472	Piano	(1) 2
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MUS 5143	Score Reading and Analysis	3
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MUEN	Major Ensemble	1
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### One of the following courses: 3

MUS 5223	Choral Literature Seminar	3
MUS 5623	Orchestral Literature Seminar	3
MUS 5923	Wind Literature Seminar	3

### Other Requirements: (6) 5

MUS 5073	Recital/Paper	3
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MUS 5102	Music Research and Writing	2
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	Electives selected with advisor	(0) 1
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## VOCAL COACHING

Faculty: McDaniel, Koslowske, Osborne

### Program of Study Credit Hours: 35

#### Vocal Coaching Development 8

MUS 5422	Vocal Literature Seminar I: German Lieder	2
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MUS 5532	Vocal Literature Seminar II: French Mélodies	2
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MUS 5632	Vocal Literature Seminar III:	
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Italian and Spanish Song	2
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MUS 5732	Vocal Literature Seminar IV: Songs in English	2
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#### In consultation with the advisor, select 4 hours

#### from the following: 4

DICT 5352	Advanced German Diction	
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DICT 5652	Advanced French Diction	
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DICT 5452	Advanced Italian and Spanish Diction	
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DICT 5252	Advanced English Diction	
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#### Applied Music 12

5372-5472	Piano (8 credit hours)	8
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MUS 5752	Keyboard Skills	2
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MUS 5882	Opera/Musical Theater Coaching Project	2
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#### Select 6 credit hours from the following: 6

#### with a minimum of 3 hours from the theory area:

MUS 5113	Theory in Perspective	
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MUS 5213	Twentieth-Century Music, Style, and Structure	
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MUS 5133	Nineteenth-Century Analysis	
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MUS 5323	Opera History I (1600-1800)	
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MUS 5023	Opera History II (1800-present)	
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MUS 5123	Collegium Musicum	
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MUS 5583	Musical Theater Literature Seminar	
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#### Other Requirements 5

MUS 5073	Recital/Paper	3
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MUS 5102	Music Research and Writing	2
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## Language Proficiency

Demonstrated proficiency in the pronunciation and translation of English, French, German, and Italian, and thorough knowledge of the International Phonetic Alphabet are required before the student is permitted to enroll in MUS 5073 Recital/Paper. A student should also demonstrate fluency in English and a knowledge of Italian, French, or German equivalent to two years of undergraduate-level study before applying for graduation.



Mark Parker, Interim Dean  
David Herendeen, Interim Director

**MASTER OF ARTS**

THEATRE

TECHNICAL THEATRE—COSTUME DESIGN

TECHNICAL THEATRE—SCENE DESIGN

THEATRE FOR YOUNG AUDIENCES



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# SCHOOL OF THEATRE

Faculty: Asselin, Bellet, Marsh, Palladino, Pasto, Turner  
Adjunct Faculty: Adams, Bhaird, Cox

## Program Description

The School of Theatre offers a multidimensional, dynamic program that embodies the convictions of the liberal arts tradition of education—that the student is not just trained in professional skills, but educated as well. Four degree tracks are offered at the graduate level, including a Master of Arts in theatre, a Master of Arts in theatre for young audiences, a Master of Arts in technical theatre—costume design, and a Master of Arts in technical theatre—scene design. Teacher certification in the area of speech/drama/debate can be added to any of these degrees.

The critically acclaimed School of Theatre features curricular and cocurricular programs that boast academic balance, diversity, and broad educational value. In addition to meeting the needs of those students who desire professional theatre preparation, the liberal arts focus of the theatre program builds the intellectual breadth, depth, and creativity necessary for success in any field. Both academic and performance experiences are provided, including a six-show mainstage season, a touring company production, on-camera acting courses and experiences, and upperclass and graduate student presentations. Two of the mainstage plays are staged by adults for children and youth, and a touring company performs for prekindergarten through college-age students throughout the year, making the School of Theatre at Oklahoma City University a unique leader in the area of theatre for young audiences.

## The Faculty

The faculty of the School of Theatre comprises theatre professionals carefully chosen based on their educational, teaching, and performance backgrounds and their genuine commitment to student success. Faculty members are active performers, directors, designers, writers, and researchers, but their top priority is teaching.

The faculty is personally supportive and genuinely interested in each student's program of study, training, and experiences. No classes are taught by graduate students or teaching assistants. The close interaction between professors and students is an invaluable aspect of the educational experience at Oklahoma City University.

## Policy for Admission

In addition to meeting the Oklahoma City University graduate admission requirements, Master of Arts in theatre students must be accepted through audition. Admission to the Master of Arts in technical theatre program requires an interview, portfolio, and résumé.

The School of Theatre requires a writing sample from all applicants. Students for whom English is a second language

will be required to achieve a score of at least a 55 on the Test of Spoken English. There are also a number of prerequisites that every candidate for admission will be required to have taken or will be required to take at Oklahoma City University in order to be considered for admission into the School of Theatre.

## Prerequisites

Prerequisites required by both the theatre and theatre for young audiences tracks include two 3-hour courses of theatre acting, a 3-hour course in directing, two semesters of theatre history, a course in stagecraft or scene design (including backstage crew work), and a course in spoken American voice and diction. Prerequisites required by the Master of Arts in technical theatre—costume design include undergraduate course work in theatre, the history of costume, costume design and construction, costume cutting, pattern drafting and costume construction, as well as costume laboratory experience. Prerequisites required by the Master of Arts in technical theatre—scene design include undergraduate course work in theatre, basic drafting, basic lighting design, the history of costuming, the complete history of theatre, modern drama, stagecraft, and costume design. While all prerequisites are offered at Oklahoma City University, some are offered only at the undergraduate level.

## Probation Policy

The School of Theatre follows the university's academic probation policy. See the Academic Regulations section of this catalog.

## Graduation Requirements

Students must earn at least a 3.0 cumulative GPA to graduate. Any course with a grade below C (2.0) cannot be used as part of the minimum number of semester credit hours required for the degree. No more than two grades below B- (2.75) are acceptable on course work.

## General Regulations

1. Master of Arts in theatre students are required to audition for all school productions; if cast, they are to make themselves available for all scheduled rehearsals and performances.
2. Students in the School of Theatre must have the permission of the director before accepting outside theatrical engagements.
3. Failure to comply with the university's and School of Theatre's academic and general regulations may result in disciplinary action and/or loss of scholarship.

**THEATRE (M.A.)****Degree Requirements** **Credit Hours: 32****Required Courses:** **(22) 23**

MATR 5013	Play Structure	3
MATR 5113	Research and Writing for Theatre	3
MATR 5161	Graduate Seminar	1
MATR 5313	Multicultural Theatre	3
MATR 5413	Theory and Criticism	3
MATR 5513	Issues in Educational Theatre	3
MATR 5523	Movement for the Stage <b>or</b>	
MATR 5524	Styles of Acting	(3) 4
MATR 6983	Graduate Project/Paper or Thesis	3

**Electives:** **9–10**

Approval of advisor required for all electives.

**TECHNICAL THEATRE—COSTUME DESIGN (M.A.)****Degree Requirements** **Credit Hours: 35****Required Courses:** **24**

MATT 5123	Figure Drawing	3
MATR 5013	Play Structure <b>or</b>	
MATR 5313	Multicultural Theatre	3
MATT 5223	Watercolor <b>or</b>	
MATT 5623	Painting	3
MATT 6573	Costume Pattern Drafting, Cutting, and Construction	3
MATT 6643	Advanced Pattern Drafting, Cutting, and Construction	3
MATT 6663	Costume Design Projects	3
MATT 6763	Technical Problems of Costume Design	3
MATT 6983	Graduate Project/Paper or Thesis	3

**Electives to be taken from the following:** **11**

MATR 5503	Shakespeare	3
MATR 5413	Theory and Criticism	3
MATR 5813	Modern Drama	3
MATR 5524	Styles of Acting	4
MATT 6513	History of Costume	3
OMT 5223	Music Theater Analysis	3
DANC 5111	Basic Movement—Ballet	1
DANC 5311	Basic Movement—Jazz	1
DANC 5511	Basic Movement—Tap	1
DANC 5991	Theatre Dance	1

(Dance classes not to exceed three credit hours.)

**THEATRE FOR YOUNG AUDIENCES (M.A.)****Degree Requirements** **Credit Hours: 32**

MATR 5013	Play Structure	3
MATR 5113	Research and Writing for Theatre	3
MATR 5161	Graduate Seminar	1
MATR 5313	Multicultural Theatre	3
MATR 5413	Theory and Criticism	3
MATR 5513	Issues in Educational Theatre	3
MACT 6013	Children's Theatre	3
MACT 6102	History of Theatre for Young Audiences, Creative Drama, and Theatre-in-Education	2
MACT 6113	Creative Drama I	3
MACT 6212	Creative Drama II	2
MACT 6313	Acting and Directing for Theatre for Young Audiences	3
MACT 6983	Graduate Project/Paper or Thesis	3

**TECHNICAL THEATRE—SCENE DESIGN (M.A.)****Degree Requirements** **Credit Hours: 35****Required Courses:** **24**

MATR 5013	Play Structure	3
MATT 5363	Technical Problems	3
MATT 5573	Applied Scene Design	3
MATT 5673	Applied Lighting Design	3
MATT 5762	Special Design Projects (must be repeated twice with different content)	6
MATT 6643	Advanced Costume Design	3
MATT 6983	Graduate Project/Paper or Thesis	3

**Electives to be taken from the following:** **11**

MATR 5113	Research and Writing for Theatre	3
MATR 5313	Multicultural Theatre	3
MATR 5413	Theory and Criticism	3
MATR 5523	Movement for the Stage <b>or</b>	
MATR 5524	Styles of Acting	4
MACT 6013	Children's Theatre	3
OMT 5183	Opera and Music Theater Acting I	3



Dr. Marvel L. Williamson, Dean  
Dr. Lois Salmeron, Associate Dean

**MASTER OF SCIENCE IN NURSING**

NURSING ADMINISTRATION

NURSING EDUCATION

**MASTER OF SCIENCE  
IN NURSING/MASTER OF  
BUSINESS ADMINISTRATION**

**DOCTOR OF NURSING  
PRACTICE (DNP)**

**DOCTOR OF PHILOSOPHY (PHD)**





# KRAMER SCHOOL OF NURSING

## MASTER OF SCIENCE IN NURSING

The Master of Science in Nursing (M.S.N.) degree extends and expands the fulfillment of the missions of the university and the Kramer School of Nursing (KSN) already begun by the undergraduate nursing programs by preparing nurses to become effective leaders in service to their communities. Two functional tracks are available for the M.S.N. degree:

**Nursing education**—designed to prepare the nurse to teach in postsecondary nursing programs, including schools of practical nursing, associate degree programs, and baccalaureate and higher degree programs; and to provide comprehensive patient and/or staff education within the health care system.

**Nursing administration**—designed to prepare the nurse to serve in middle- and upper-management roles, including executive leadership, within health care organizations. This track includes courses taken from the Meinders School of Business related to finance and health care administration. Part-time or full-time study is available.

Both M.S.N. tracks require a minimum of 33 credit hours and provide a core of knowledge essential for advanced nursing related to nursing theory, research, and role preparation. Courses in the functional specialties complete the degree and prepare the graduate nurse for advanced practice as an administrator or educator.

All nursing courses are taught by doctorally prepared nurses or nursing leaders with post-master's education who are advanced specialists in their fields. The program also makes use of practicing professionals from within key areas as adjunct professors who possess doctoral degrees or other special qualifications. In this way, the program achieves the highest level of instruction and mentoring possible to assure an educational experience for students that leaves no doubt of their readiness to assume the role of nurse educator or administrator.

## Admission Requirements and Prerequisites

In order to be admitted to the M.S.N. program, the applicant must meet the following qualifications:

- Admission to the university
- B.S.N. from a nationally accredited (“recognized”) nursing program
- Undergraduate cumulative GPA of 3.0 or better or prior completion of a master's degree in another field
- Completion of a course in health assessment
- Completion of a course in statistics
- TOEFL score of 550 or higher if English is not the mother tongue
- Registered Nurse licensure or the international equivalent

## Off-Campus Site

Kramer School of Nursing offers the R.N.-to-B.S.N. and Master of Science in Nursing programs at Skelly Lodge, 27795 S. Skelly Road, Catoosa, OK 74015. This off-campus site has been approved by the Higher Learning Commission of the North Central Association of Colleges and Schools.

## Eligibility Statement

Due to the strenuous nature of nursing and practice orientation of Oklahoma City University's Kramer School of Nursing program, the school reserves the right to determine the eligibility of any student to enroll or continue in the nursing program. This decision is based on considerations including, but not limited to, characteristics required of a professional nurse. Eligibility is determined by the faculty's evaluation of a student's ability to perform the skills necessary to complete the course objectives, and includes attitudinal and behavioral components. These elements are re-evaluated each semester.

Although not required for admission, the following requirements must be met as specified once the M.S.N. student is admitted to the program: health requirements specified by each agency where clinical and practical experiences will occur, including immunizations, background check, drug screen, and health tests.

## Academic Probation

Kramer School of Nursing graduate students are subject to the Oklahoma City University graduate probation policy.

## M.S.N./M.B.A. Option

Students in the nursing administration track may also earn a Master's of Business Administration (M.B.A.) degree through the university by completing a total of 60 credit hours for both degrees. Pursuit of the M.S.N./M.B.A. option requires admission to both the Kramer School of Nursing M.S.N. program and the Meinders School of Business M.B.A. program. The student must meet admission requirements for each school. The M.S.N./M.B.A. degree may be worked on sequentially or concurrently and the M.B.A. option may be started at any time.

## NURSING EDUCATION TRACK

### Graduate Nursing Core

Credit Hours: 15

NURS 5103	Theoretical Foundations of Advanced Nursing Practice	3
NURS 5123	Nursing Informatics	3
NURS 5703	Ethics and Health Care Policy	3
NURS 6323	Advanced Nursing Research	3
NURS 6603	Master's Project <b>or</b>	
NURS 6613	Master's Thesis	3

### Role Preparation

18

NURS 5153	The Adult Learner	3
NURS 5203	Curriculum Development in Nursing Education	3
NURS 5403	Teaching Strategies for Nursing	3
NURS 6153	Nursing Education Evaluation Strategies	3
NURS 6503	Nursing Education Practicum	3

## NURSING ADMINISTRATION TRACK

### Graduate Nursing Core

Credit Hours: 15

NURS 5103	Theoretical Foundations of Advanced Nursing Practice	3
NURS 5123	Nursing Informatics	3
NURS 5703	Ethics and Health Care Policy	3
NURS 6323	Advanced Nursing Research	3
NURS 6623	Nursing Administration Capstone Project	3

### Role Preparation

21

ACCT 5083	Essential Concepts of Accounting	3
FIN 5083	Essential Concepts of Finance	3
NURS 6303	Administration of Nursing Services	3
FIN 6333	Health Care Financial Management	3
MGMT 6723	Medical Law and Regulations	3
MGM 6733	Strategy, Policy, Standards, and Quality Assurance for Health Care Executives	3

## ELECTIVES

NURS 5313	Sexual Issues in Counseling and Therapy	3
NURS 5503	Advanced Pathophysiology and Pharmacology	3
NURS 5653	Advanced Clinical Nursing	3
NURS 6001-3	Independent Study in Advanced Nursing	1-3
Others by permission of advisor		

## Master's Thesis or Capstone Project

All M.S.N. students are required to complete a project related to the role function track or a thesis based on research. Complete guidelines and requirements are specified in the *Kramer School of Nursing Student Handbook*.

## Academic Regulations

M.S.N. students must maintain a 3.0 cumulative GPA to progress without going on KSN probation. M.S.N. students must earn at least a B- (2.75) in courses with a NURS prefix; grades of C+ (2.25) or below are considered failing. This includes independent study nursing courses taken to meet a graduation requirement. In any other required course, the student must have a C (2.00) or higher. The student may have a grade of C (2.00) or C+ (2.25) in only two non-NURS courses required for the degree. Students may repeat only one nursing course. If the student earns a grade of C+ (2.25) or below on the repeated required course or on the first attempt of any other required nursing course, the student will be dismissed from the nursing program.

It is strongly recommended that students repeat any failed course at the next available offering. Withdrawal from a nursing course after two-thirds of the semester or session has transpired will be counted as one enrollment toward the course failure requirements described above. Non-attendance of classes does not constitute official withdrawal.

## DOCTOR OF NURSING PRACTICE (D.N.P.)

The D.N.P. completion program facilitates achievement of the university mission by creating expert clinicians with the abilities to affect health care of clients positively, provide leadership in health policy, and translate research into evidence-based practice. Students are provided the opportunity to expand and refine clinical skills by designing advanced practicum experiences that meet their goals.

The D.N.P. degree is 30 credit hours post-master's. The D.N.P. completion program is a part-time program designed for the working professional. A student taking the recommended six credit hours per semester, including the summer, will typically complete the program in 21 months.

All courses in the doctoral programs are taught by doctorally prepared nurses or terminally-degreed professionals in their respective fields. The highest standards in doctoral education are maintained.

## Admission Requirements and Prerequisites

In order to be admitted to the D.N.P. program, the graduate must meet the following requirements:

- Admission to the university
- Current active Advanced Practice Registered Nurse (APRN) licensure (international students will be considered on a case-by-case basis relevant to their country's equivalent)
- A master's degree in nursing
- Graduate GPA at or above 3.25 on a 4.0 scale
- Graduate Record Examination (GRE) is NOT required
- A score of at least 550 is required on the TOEFL if English is not the mother tongue
- A personally written essay describing how the D.N.P. degree will help the applicant achieve life and career goals
- A current curriculum vitae

## Eligibility Statement

Due to the strenuous nature of nursing and practice orientation of Oklahoma City University's Kramer School of Nursing programs, the school reserves the right to determine the eligibility of any student to enroll or continue in the nursing program. This decision is based on considerations including, but not limited to, characteristics required of a professional nurse. Eligibility is determined by the faculty's evaluation of a student's ability to complete the course objectives, and includes attitudinal and behav-

ioral components. These elements are re-evaluated each semester.

Although not required for admission, the following requirements must be met as specified once the D.N.P. student has been admitted to the program: health requirements specified by each agency where practicum experiences will occur, which may include immunizations, background check, drug screen, and health tests.

### Academic Probation

Kramer School of Nursing doctoral students are subject to the Oklahoma City University graduate probation policy.

#### D.N.P. Courses

Courses		Credit Hours
NURS 7103	Philosophy of Science	3
NURS 7113	Advanced Health Care Policy	3
NURS 7123	Advanced Theory Development	3
NURS 7212	Transcultural Health Care	2
NURS 7231-3	Grant Writing	1-3
NURS 7253	Translational Research and Evidence-Based Practice	3
NURS 8413	Population Health	3
NURS 8423	Clinical Practice Management and Information Systems	3
NURS 8443	Advanced Clinical Practicum I	3
NURS 8453	Advanced Clinical Practicum II	3
NURS 9103	D.N.P. Capstone Project	3

### Residency Requirements

The D.N.P. completion program is designed for individuals who work full-time and who may or may not be geographically located within driving distance of OCU. Therefore, the residency requirement will be met by maintaining year-round (including summers) continuous enrollment (unless on an approved leave of absence) and by coming to campus for all the following:

- On-campus class meetings held once a semester
- Oral defense of capstone project
- Other visits to campus required by faculty that are approved by the program Chair

### Capstone Project

D.N.P. students are to complete a clinical capstone project based on translational research and evidence-based practice. Complete guidelines and requirements are found in the *Kramer School of Nursing Student Handbook*.

### Academic Regulations

D.N.P. students must maintain a 3.0 cumulative GPA to progress without going on KSN probation. D.N.P. students must earn at least a B- (2.75) in all required courses; grades of C+ (2.25) or below are considered failing. This includes independent study nursing courses taken to meet a graduation requirement. Students may repeat only one nursing course. If the student earns a grade of C+ (2.25) or below on the repeated required course or on the first attempt of any other required course, the student will be dismissed from the nursing program. It is strongly recommended that

students repeat any failed course at the next available offering. Withdrawal from a nursing course after two-thirds of the semester or session has transpired will be counted as one enrollment toward the course failure requirements described above. Nonattendance of classes does not constitute official withdrawal.

## DOCTOR OF PHILOSOPHY (PH.D.)

The Ph.D. degree facilitates achievement of the university mission by preparing expert nurses in the roles of education and research to serve the community, state, and nation in the formation of future nurses and in the advancement of nursing knowledge.

While the primary focus of the Ph.D. at Kramer School of Nursing is nursing education, students may opt for a different specialty cognate.

The Ph.D. is 90 credits post-baccalaureate. Up to 33 credits from a master's degree may be applied to the 90 credit total, subject to approval. The Ph.D. program is designed for the working professional. A student taking the recommended six credit hours per semester, including summers, will typically complete the program in 10-12 semesters.

All courses in the doctoral programs are taught by doctorally prepared nurses or terminally-degreed professionals in their respective fields. The highest standards in doctoral education are maintained.

### Admission Requirements and Prerequisites

In order to be admitted to the Ph.D. program, the graduate must meet the following requirements:

- Admission to the university
- Registered Nurse licensure or the international equivalent
- A bachelor's degree and a master's degree, one of which must be in nursing. Applicants who hold a bachelor's degree in nursing may have a master's degree in a field related to nursing.
- Graduate GPA at or above 3.5 on a 4.0 scale
- Graduate Record Examination (GRE) is required, with a minimum total score of 1000, a minimum score of 500 on the Quantitative Reasoning section, and a minimum score of at least 4 on the Critical Thinking and Analytical Writing section
- A score of at least 550 is required on the TOEFL if English is not the mother tongue
- A personally written essay describing how the Ph.D. will help the applicant achieve life and career goals
- A current curriculum vitae

### Eligibility Statement

Due to the strenuous nature of nursing and practice orientation of Oklahoma City University's Kramer School of Nursing programs, the school reserves the right to determine the eligibility of any student to enroll or continue in the nursing program. This decision is

based on considerations including, but not limited to, characteristics required of a professional nurse. Eligibility is determined by the faculty's evaluation of a student's ability to complete the course objectives, and includes attitudinal and behavioral components. These elements are re-evaluated each semester.

Although not required for admission, the following requirements must be met as specified once the Ph.D. student has been admitted to the program: health requirements specified by each agency where any clinical practicum experiences may occur, which may include immunizations, background check, drug screen, and health tests.

## Academic Probation

Kramer School of Nursing doctoral students are subject to the Oklahoma City University graduate probation policy.

### Ph.D. Courses

#### Core:

NURS 7103	Philosophy of Science	3
NURS 7113	Advanced Health Care Policy	3
NURS 7123	Advanced Theory Development	3
NURS 7212	Transcultural Health Care	2
NURS 7231-3	Grant Writing	1-3
NURS 7243	Organizational and Leadership Theory	3
NURS 7303	Advanced Bioethics	3

#### Research and Statistics:

NURS 7403	Statistical Analysis I	3
NURS 8103	Qualitative Research Methods	3
NURS 8203	Quantitative Research Methods	3
NURS 8403	Statistical Analysis II	3
NURS 9903	Dissertation Seminar	3
NURS 9913, 9923, 9933	Dissertation	3 each

#### Cognate (Focus) Area:

To be determined in collaboration with the student and faculty advisor. For example, if the student selects a focus in nursing education, the following courses will be required:

NURS 5153	The Adult Learner*	3
NURS 5203	Curriculum Development in Nursing Education*	3
NURS 5403	Teaching Strategies for Nursing*	3
NURS 6153	Nursing Education Evaluation Strategies*	3
NURS 6503	Nursing Education Practicum*	3
NURS 7503	Higher Education Issues and Trends	3
NURS 7543	Evaluation of Educational Effectiveness	3
NURS 8503	Testing and Measurement	3
NURS 8513	Technology in Instructional Design	3
NURS 8543	Nursing Education Administration	3

\*Taught at the master's degree level

## Residency Requirements

The Ph.D. program is designed for individuals who work full-time and who may or may not be geographically located within driving distance of Oklahoma City University. Therefore, the residency requirement will be met by maintaining year-round (including summers) continuous enrollment (unless on an approved leave of absence) and by coming to campus for all the following:

- On-campus class meetings held once a semester
- Oral defense of candidacy exam
- Oral defense of dissertation proposal
- Oral defense of dissertation
- Other visits to campus required by faculty that are approved by the program chair

## Candidacy

The purpose of the Candidacy Exam is to demonstrate the student's ability to synthesize information learned in the doctoral courses taken to that point and readiness for the dissertation. Ph.D. students are to take their candidacy exams after completing all but 12 credit hours of required courses, but before taking NURS 9903 Dissertation Seminar. Complete guidelines and requirements are found in the *Kramer School of Nursing Student Handbook*.

## Dissertation

All students in the Ph.D. program are required to complete a dissertation. Complete guidelines and requirements are found in the *Kramer School of Nursing Student Handbook*.

## Academic Regulations

Ph.D. students must maintain a 3.0 cumulative GPA to progress without going on KSN probation. Ph.D. students must earn at least a B- (2.75) in all required courses; grades of C+ (2.25) or below are considered failing. This includes independent study nursing courses taken to meet a graduation requirement. Students may repeat only one nursing course. If the student earns a grade of C+ (2.25) or below on the repeated required course or on the first attempt of any other required course, the student will be dismissed from the nursing program. It is strongly recommended that students repeat any failed course at the next available offering. Withdrawal from a nursing course after two-thirds of the semester or session has transpired will be counted as one enrollment toward the course failure requirements described above. Nonattendance of classes does not constitute official withdrawal.



**COURSE OFFERING KEY**

**COURSE LISTINGS**

ARCHIVAL  
Not a current catalog  
Visit [okcu.edu](http://okcu.edu) for the current course catalog

## COURSE OFFERING KEY

(fall)	This course is offered every fall.
(fall-alternate) <sup>°</sup>	This course is offered every other fall.
(spring)	This course is offered every spring.
(spring-alternate) <sup>°</sup>	This course is offered every other spring.
(summer I)	This course is offered only in the summer I.
(summer II)	This course is offered only in summer II.
(TBA)	This course is not offered on a regular cycle. Students should contact their academic advisors for more information.
(no designation)	This course is offered regularly during the fall and spring semesters. It may also be available during the summer terms.

\* Denotes cross-listed course.

Course offering designations are offered only as a guide for long-range planning. All course offerings are subject to change without prior notice. Students are encouraged to contact their academic advisors or the Registrar's Office for current information on course offerings.

<sup>°</sup> Designation may include "odd" or "even" to indicate the course is offered in odd or even years.

## PETREE COLLEGE OF ARTS AND SCIENCES

### SCHOOL OF ADULT AND CONTINUING EDUCATION

#### MASTER OF ARTS IN MASS COMMUNICATIONS PROGRAM IN SINGAPORE (MAMC)

##### 5103 APPLICATIONS FOR INTEGRATED MARKETING COMMUNICATIONS: ADVERTISING AND PROMOTIONS 3 HOURS

This course involves the analysis of information development and delivery strategies and the evolution of these into creative executions. Students will learn audience identification, message strategy, message evaluation and media strategy as well as IMC planning tools. Students will use case and campaign components to develop strategies, rationales, and executions for a variety of marketing and creative solutions.

##### 5203 CORPORATE COMMUNICATIONS 3 HOURS

Creating and managing the image of a corporate organization demands a special understanding of public relations strategy, persuasion and internal and external communications techniques. This course focuses on the knowledge and skills necessary to building and maintaining the organization's corporate image.

##### 5303 ADVERTISING CREATIVE STRATEGIES 3 HOURS

The process of creativity, developing creative yet effective advertising and idea strategies and techniques for creative development

are explored in this lecture/workshop class. Students will learn specific creative thought processes such as mind-mapping, whole brain thinking, lateral thinking, and idea tracking. Students will participate in creative idea projects, learn how to discriminate between valid and invalid ideas and to make creative advertising decisions.

##### 5313 PUBLIC RELATIONS: SPECIAL EVENT PLANNING, CRISIS COMMUNICATION, AND MANAGEMENT TECHNIQUES 3 HOURS

This courses focuses on three distinct roles of the Public Relations professional. Students will learn how to strategically plan special events, integrating them into the overall public relations campaign. Students will also learn how to survive a public or internal crisis by creating communications plans and teams. Lastly, the course will examine the unique relationship, skills, and PR tools necessary for effective media management and publicity.

##### 5403 MEDIA MANAGEMENT: ISSUES, ETHICS, AND APPLICATIONS 3 HOURS

As students prepare for careers in mass communications, a thorough understanding of the various media outlets is essential. This course examines the organizational structure and operation of television and radio stations, advertising agencies, public relations firms, and newspapers and other print media. Students will participate in practical case studies designed to explore issues in media management policymaking, news coverage, client service, marketing, and future technologies, and the ethical concerns that attach to these issues.

##### 5513 CORPORATE MEDIA COMMUNICATIONS AND PRESENTATIONS 3 HOURS

This course focuses on specialized forms of corporate communications with applications to the contemporary marketplace. Advanced corporate scripting and the development of corporate presentations will be included in the course content.

##### 5603 PUBLICATION DEVELOPMENT AND DESIGN 3 HOURS

Students are introduced to the principles of developing and producing a variety of publications from the newspaper and magazine to brochure, newsletters, and specialized company publications. Editorial, advertising, fulfillment and marketing decisions will be discussed, along with typography, layout photos, and illustrations. Students also gain experience in the use of computerized page construction and graphics design.

##### 5703 STRATEGIC DEVELOPMENT FOR INTEGRATED MARKETING COMMUNICATIONS 3 HOURS

Students learn the basic tenets of researching, evaluating, and analyzing the product or client, target consumer or target publics, and competitive situation in order to develop creative integrated communications plans.

##### 6003 SPECIALIZED GRAPHIC DESIGN 3 HOURS

This course focuses on the specific knowledge and skills required to produce effective, appealing publications. Students will be introduced to principles of design, typography, art, color, printing, paper selection, and post-production processes, with hands-on computer experience in typesetting, photography, and line-art applications.

##### 6013 RESEARCH METHODS 3 HOURS

Research in mass communications industries has become an activity of major importance. This course is designed to acquaint students with the roles of research, and specifically includes strategies for topic development and analysis, survey research development, and questionnaire construction and design. Emphasis is

placed on developing specific and appropriate research methods as solutions to practical problems encountered within the industry.

**6113 INTERACTIVE AND NON-TRADITIONAL MARKETING STRATEGIES 3 HOURS**

This course explores non-traditional methods of creating word of mouth marketing campaigns, which include promotional tactics designed for Web sites, blogs, social networking sites and street-level grass-roots campaigns. The course includes analysis of the principles guiding guerilla marketing practices and how they differ from traditional campaigns. Students will complete a comprehensive guerilla marketing campaign, which includes setting objects, analyzing publics, developing strategies, tactics, and evaluation techniques.

**6173 THE PROFESSIONAL EXPERIENCE 3 HOURS**

Designed as a capstone course for students completing the M.A. degree, the course takes an integrative approach to complete a professional project for a client. Class members will work together as an agency. Projects may include the development of a comprehensive advertising or public relations campaign, scripting and producing corporate video, or designing a series of printed materials. Projects vary with each class.

## MASTER OF LIBERAL ARTS

### ART (ART)

**5003 ART THEORY 3 HOURS**

The emphasis of this course is based on the critical thinking associated with the aesthetic vocabulary of criticism, historical art theories and contemporary movements. Students will develop the skills necessary to articulate and defend a critical position about artists and works of art through writing. Students will enhance their analytical skills and bring a greater sophistication to using art theories and specific vocabulary when describing works of art in a variety of media.

**5023 BEGINNING PAINTING 3 HOURS**

This course provides an introduction to the application of various techniques and processes of oil painting.

**5043 INTRODUCTION TO SCULPTURE 3 HOURS**

Explore the basic methods and techniques of various sculptural and three-dimensional designs. Emphasis is on three-dimensional composition and form.

**5063 DIGITAL PHOTOGRAPHY 3 HOURS**

This is an introductory course in the digital image-making process. A strong emphasis is placed on understanding the digital SLR, point and shoot cameras, lighting, scanning, printing, and basic Adobe Photoshop as it relates to photography. A digital camera is required for this course. Prerequisite: none; however, a basic course in film photography is extremely helpful. Lab fee required. (spring)

**5123 PRINTMAKING 3 HOURS**

This course provides a variety of printmaking experiences including intaglio, relief printing, serigraphy, and monotypes.

**5143 FOUNDATION DRAWING 3 HOURS**

Using light and shadow, proportions, texture, perspective, and various techniques. Learning to see! The coordination of eye, hand and mind.

**5163 ART CAPSTONE 3 HOURS**

Instructor's permission required prior to enrollment.

**5203 INTERMEDIATE PHOTOGRAPHY 3 HOURS**

This is continuation of Basic Film Photography and includes special lighting and filter techniques.

**5213 BUSINESS OF ART 3 HOURS**

Principles of investment and selling art, including portfolio, exhibition, and business information.

**5223 LIFE DRAWING I 3 HOURS**

Working with the complexities of the nude human figure and dealing with the proportions, values, forms, anatomy, various techniques, and media included in this discipline. Loosening and the drawing style toward more facility.

**5443 INTRODUCTION TO CERAMICS 3 HOURS**

Introduction to the basic skills necessary to produce a finished piece of pottery. Techniques include pinch, coil, slab work, and basic throwing on the potter's wheel. Techniques and information about glazes, clay, kilns, and tools are included.

**5603 BASIC FILM PHOTOGRAPHY 3 HOURS**

This is an introductory course in fine art black and white film photography. Strong emphasis is placed on camera functions, acquiring the negative, and film and print processing. The goal is to establish an understanding of photography aesthetics while building work skills in camera and darkroom techniques. A short introduction to digital photography is given. Students must provide a camera with manual capabilities. Lab fees required. (fall)

**6163 GALLERY TECHNIQUES 3 HOURS**

Students are introduced to techniques of art-handling as well as art exhibition, installation, and repair. Course includes practicum and reading problems.

### BIOLOGY (BIOL)

**5853 DIRECTED STUDY 3 HOURS**

### CRIMINOLOGY (MSC)

**5613 SELECTED TOPICS IN CRIMINAL JUSTICE 3 HOURS**

### ENGLISH (ENGL)

**5063 CREATIVE WRITING: FICTION WORKSHOP, POETRY WORKSHOP, OR NONFICTION WORKSHOP 3 HOURS**

This course introduces students to the techniques of writing fiction, poetry, or creative nonfiction. The course emphasizes the critique of student manuscripts in a workshop setting. Students study the technical aspects of the designated genre and read, analyze and discuss published works by professional writers. Students may repeat the course for credit when the course carries a different subtitle and covers a different genre. (spring)

**5093 ADVANCED WRITING 3 HOURS**

Students study and apply principles of writing in a variety of forms, arranging individual projects including short stories, novels, poetry, magazine, articles, or other areas of interest. (fall, odd)

**5123 WRITING FOR STAGE AND SCREEN 3 HOURS**

Students examine stage and screen plays (manuscripts and videotapes). They study the nuances of each genre, discovering how to plot, construct scenes, create dialogue, develop characters, etc., and apply the techniques by writing original scripts to be read/performed in class and critiqued in a workshop format. (spring, odd)

**5133 LEGAL WRITING 3 HOURS**  
Students learn a systematic approach to legal case analysis, applying the system in practice exams and legal memos.

**5213 ADVANCED GRAMMAR AND USAGE 3 HOURS**  
This course focuses on the sound system of English, the morphological system, various approaches to grammar, and current usage.

**5463 LITERATURE FOR ADOLESCENTS 3 HOURS**  
In this course, we will consider what books are appropriate for middle and high school literature study. We will also consider current high school curriculum models in which novels not originally written for young adults or classical novels are usually assigned. We will also explore how young adult authors continue to use fairy/folk tale and fantasy traditions usually associated with children's literature.

**5823 WOMEN IN LITERATURE 3 HOURS**  
This course is an introduction to women's literary tradition from its emergence in the mid-nineteenth century through its current evolution. The study focuses on an evolving female aesthetic by examining recurring images, themes, and plots that emerge from women's social, psychological, and aesthetic experiences. (fall, even)

## GRADUATE EDUCATION (GRED)

**5023 ENGLISH LANGUAGE LEARNING IN THE CLASSROOM 3 HOURS**  
This course provides educators multiple methods of adapting instruction and materials to help English language learners understand academic content, develop academic and social language, and participate in classroom activities.

## HISTORY (HIST)

**5063 SEMINAR IN AMERICAN HISTORY 3 HOURS**  
Variable topics in American or non-American history. Some likely topics are the Vietnam War, dictators and tyrants of the twentieth century, and the American Civil War. Permission of instructor required. (TBA)

**5263 TOPICS IN HISTORY 3 HOURS**  
Variable topics in American or non-American history. Some likely topics are the Vietnam War, dictators and tyrants of the twentieth century, and the American Civil War. Permission of instructor required. (TBA)

## LIBERAL ARTS (MLA)

**5163 TOPICS IN THE LIBERAL ARTS 3 HOURS**  
This variable-content seminar focuses on different topics and issues within the liberal arts disciplines and/or social and cultural issues approached from the point of view of one or more of the liberal arts disciplines. The course may be repeated with different content.

**5763 SEMINAR IN PHOTOGRAPHY 3 HOURS**  
This variable-content seminar deals with such topics as history of photography, experimental photography, portrait photography, landscape photography, etc. The course may be repeated with different content.

**5813 AMERICAN BIOGRAPHIES 3 HOURS**  
Studies in the written biographies of great persons from American history. This course studies the important figures in business,

education, politics, the military, etc., who have shaped the history of America.

**5963 CHINESE STUDIES 3 HOURS**  
This is a variable-content seminar dealing with various topics and issues related to Chinese culture, history, and politics. The course may be repeated with different content.

**6003 MASTER'S SEMINAR: THE LIBERAL ARTS IN WESTERN CULTURE 3 HOURS**  
This course introduces the student to the history and function of the liberal arts in Western culture. Open-ended in nature, this foundation course is required of all M.L.A. students.

**6213 ASIAN THEATRE AND CULTURE 3 HOURS**  
This course explores the theatre of India, China, and Japan, relating performance conventions to the values and religious and social concerns of these countries.

**6303 THE ART OF PUBLIC SPEAKING 3 HOURS**  
The contemporary world has largely lost the ancient world's awareness of the importance of speaking well in public. But this fact has not changed: Those who are articulate and persuasive in oral discourse accrue tremendous power. Some of life's most critical evaluative moments are rhetorical—the interview, the sales presentation, the lecture, the sermon, the debate, even the witness chair. In this practice-oriented course, five distinct speaking assignments are given and critiqued.

**6313 UNDERSTANDING THE OPERA 3 HOURS**  
This course introduces the student to the mysterious and misunderstood world of the opera. How do plot and musical form, literary analogues, historical background, and cultural context shape this unique art form? Recorded works by Mozart, Rossini, Donizetti, Verdi, Puccini and Wagner, as well as literary analogues, are studied in coordination with productions by Oklahoma City University's Bass School of Music.

**6363 TOPICS IN POLITICS 3 HOURS**  
This course is a variable-content seminar focusing on issues and topics in contemporary politics, e.g., recent political elections, the historical role of political parties in the American system of government, techniques of modern political campaigns, etc. The course may be repeated with different content.

**6403 RHETORIC AND REALITY 3 HOURS**  
This course explores the power of words to "create" reality. It utilizes the writings of George Orwell, S.I. Hayakawa, William Lutz, and Richard Weaver, among others, to investigate both the folly and the terror of "telling it like it isn't."

**6463 ETHICS: BUSINESS AND PROFESSIONS 3 HOURS**  
This course involves a systematic examination of human behavior and the principles of moral decision making within the context of business and professional life. It begins with an overview of moral philosophy (theory, but heavily oriented toward practical application employing a case-study approach).

**6663 ISSUES IN BEHAVIORAL SCIENCE 3 HOURS**  
This is a variable-content seminar exploring issues arising in the context of one or more of the behavioral sciences. The course may be repeated with different content.

**6751-3 DIRECTED READING 1-3 HOURS**  
This course is designed for special projects and individual instruction as required by the student's curriculum and off-campus study-tour courses. Enrollment requires the permission of the M.L.A. director.



**6763 TOPICS IN RELIGION 3 HOURS**  
This is a variable-content seminar dealing with topics and issues in religion and theology. Previous contents include Tillich's Systematic Theology, Liberation Theology, faith journeys, world religions, and religion and American culture. The course may be repeated with different content.

**6991-3 INDEPENDENT STUDY 1-3 HOURS**  
This course allows students to work individually with an instructor on a special project of significant academic importance to the student's course of study. Enrollment requires permission of the instructor and the M.L.A. director.

## MASS COMMUNICATIONS (MASC)

**5003 MASS COMMUNICATIONS RESEARCH STRATEGIES AND SKILLS 3 HOURS**  
This course introduces students to the essential methods of information gathering as the foundation of work in all the media. Students work with both primary and secondary sources, learning successful strategies for interviewing; for designing, constructing and evaluating survey instruments; for undertaking library research; for using government documents; and for analyzing data. They also explore the use of computer databases and other technological research aids.

## MOVING IMAGE ARTS PROGRAM (MIAP)

**5043 SPECIAL TOPICS IN FILM STUDIES 3 HOURS**  
Proposed by the student and approved by the program director, a specific topic not included in other moving image arts film studies classes is studied. Instructor, course competencies, and subjects vary. May be repeated with a change in content. Prerequisite: approval of program director.

**5103 NONLINEAR EDITING 3 HOURS**  
Students are introduced to the fundamental production techniques of nonlinear editing. This course is a combination of lecture and editing sessions. Students are introduced to a variety of editing systems beginning with tape-to-tape and moving to digital editing.

**5113 PRODUCTION DESIGN 3 HOURS**  
Students learn the specifics of the production design/art department; its contributions, fundamentals, and applications as a means to communicate story elements. Guest lectures, discussions, and hands-on workshops focus on story breakdown, storyboarding, and execution of design concepts.

**5133 GREAT FILMS 3 HOURS**  
The course explores cinema as a serious art form, perhaps the major one of the 20th century. We focus on the interpretation of films through the techniques of cinematic analysis in order to learn the art of seeing. Although other approaches to film are presented, the auteur theory, that the director is the primary creative force behind a great film, predominates. We view and discuss the films to consider what the auteur (director) is saying, how the auteur is saying it, and how successfully the auteur says it. We consider such topics as whether the true cinema was the silent one; the tension between the cinematic and literary components of a film's structure; how the style of a film can reflect the cultural texture of its director; and the importance of film movements – the French New Wave, for example – on film history. The films viewed reflect different cultural experiences to provide an international dimension.

**5143 SPECIAL TOPICS IN FILM PRODUCTION 3 HOURS**  
Proposed by the student and approved by the program director, a specific topic not included in other moving image arts production classes is studied. Instructor, course competencies, and subjects vary. May be repeated with a change in content. Open only to M.L.A. students with the permission of the M.L.A. director.

**5223 INTRODUCTION TO CINEMATOGRAPHY 3 HOURS**  
Students master the fundamental systems and operations of the professional digital motion picture camera and accessories with a focus on camera care, maintenance, lens optics, and performance. Composition, movement, image continuity, and basic digital photography are included. Outside classroom assignments are given.

## PHILOSOPHY (PHIL) (MIAP)

**5113 HISTORY OF PHILOSOPHY I 3 HOURS**  
Systematic study of the major figures in the history of ancient and medieval philosophy (e.g., Plato, Aristotle, St. Augustine, St. Thomas Aquinas, Duns Scotus, Ockham, etc.) Open only to M.L.A. students with the permission of the M.L.A. director. (every third semester)

**5213 HISTORY OF PHILOSOPHY II 3 HOURS**  
Systematic study of the major figures in the history of modern philosophy from Descartes to Kant. Open only to M.L.A. students with the permission of the M.L.A. director. (every third semester)

**5313 HISTORY OF PHILOSOPHY III 3 HOURS**  
Systematic study of major figures and movements in contemporary philosophy (e.g., Hegel, Marx, Kierkegaard, Nietzsche, Husserl, Sartre, Heidegger, James, Dewey, Wittgenstein, Whitehead). Open only to M.L.A. students with the permission of the M.L.A. director. (every third semester)

**5563 TOPICS IN PHILOSOPHY 3 HOURS**  
Systematic treatment of a particular philosophical problem or area of philosophy (e.g., American philosophy, metaphysics, epistemology, philosophy of mathematics, philosophy of language, philosophy of mind, etc.). (TBA)

## POLITICAL SCIENCE (POLS)

**5223 MODERN JAPAN 3 HOURS**  
Traces the history of Japan from 1867 to the present, including the growth and ruin of Japan as a military power and rebirth as an economic giant.

**5363 INTERNATIONAL LAW 3 HOURS**  
A general survey and background history of the development of international law, its modern applications and changes. Emphasis on specific cases and issue. (TBA)

## TEACHING ENGLISH TO SPEAKERS OF OTHER LANGUAGES (TESL)

**5413 TECHNOLOGY IN THE CLASSROOM 3 HOURS**  
This course introduces technologies that can be used to facilitate classroom education. Students learn how to use current technologies and how to adapt them to meet the pedagogical purposes of a class.

# SCHOOL OF LIBERAL ARTS AND SCIENCES

## MASTER OF ARTS IN APPLIED SOCIOLOGY—NONPROFIT LEADERSHIP (SOC)

### 6003 SOCIOLOGICAL FOUNDATIONS OF NONPROFITS 3 HOURS

This course will differentiate the sociological literature on nonprofit organizations including the nature and evolution of nonprofits, theories of organizations, and the relationship between the third sector and business and government. Required.

### 6013 SOCIOLOGY OF LEADERSHIP I 3 HOURS

In this course students will assess the sociology of leadership and multi-disciplinary approaches to nonprofit leadership. This course will focus on the role of volunteers in nonprofit organizations and the implications for nonprofit organizations and leaders. Volunteers are the backbones of most nonprofit organizations and nonprofit executives must deal with the paradox of both leading and being led by volunteers (e.g., board of directors). The course will integrate multidisciplinary perspectives on voluntarism and civic engagements, and include the fundamentals of board development and relationships and the recruitment, development, and management of volunteers. Required.

### 6073 PRACTICUM IN NONPROFITS 3 HOURS

This course provides students with experiential learning in nonprofit organizations. The Practicum in Nonprofits is an elective for students interested in an internship with a local nonprofit organization. Elective.

### 6113 SOCIOLOGY OF LEADERSHIP II 3 HOURS

Sociological perspectives and classical case studies in organizations and leadership will provide a conceptual framework for the class. Students will also learn the fundamentals associated with managing employees and organizational resources. Required.

### 6213 RESOURCE MOBILIZATION AND DEVELOPMENT 3 HOURS

Organizational, human, and financial resources are essential to the emergence, evolution, and existence of nonprofit organizations. In this course, students will analyze consistent operational funding and future support through long-term, planned giving in nonprofit organizations. Required.

### 6313 LAW AND NONPROFIT ORGANIZATIONS 3 HOURS

This course will examine the implications associated with law for nonprofits and their leadership. Students will become familiar with legal issues and ethics and will learn how to relate to the legal community through board counsel. Required.

### 6413 NONPROFIT FINANCIAL OVERSIGHT 3 HOURS

Given the fiscal responsibilities of nonprofit leaders, it becomes imperative for them to possess a thorough understanding of their organization's finances and various reporting responsibilities to existing and potential donors. In addition, this course will help nonprofit leaders comply with federal reporting requirements. Required.

### 6513 STRATEGIC PLANNING AND PROGRAM DEVELOPMENT FOR NONPROFITS 3 HOURS

This course will cover the various models for planning in nonprofits and how those plans translate into the programs offered by the organization. Strategic planning is fundamental to any organization's success. This course draws upon information from the courses in the sociological foundations area to teach students the application of nonprofit planning and development. Required.

### 6613 RESEARCH DATA IN NONPROFITS 3 HOURS

This course provides an overview of research methods and will demonstrate how to find, interpret, and apply data from secondary sources. In addition, nonprofit leaders will learn how to conceptualize and implement a research plan for their organization. Required.

### 6713 NONPROFIT PROGRAM EVALUATION 3 HOURS

This courses covers the essentials of evaluating nonprofit organizations and teaches students how to develop comprehensive plans to conduct (or oversee) successful program evaluations. Conducting summative and formative evaluations is essential for nonprofits in meeting reporting requirements, marketing the program, seeking funding, evaluating the program, and designing new programs. Required.

### 6813 ADVOCACY FOR SOCIAL CHANGE 3 HOURS

This course provides an overview of research methods and will demonstrate how to find, interpret, and apply data from secondary sources. In addition, nonprofit leaders will learn how to conceptualize and implement a research plan for their organization. Required.

### 6913 MARKETING FOR NONPROFITS 3 HOURS

This applied course addresses various marketing strategies, including working with press to promote success stories for nonprofit organizations. Students will learn how to balance marketing organizational needs with promoting successes in accomplishing their mission. Nonprofit leaders require information to develop marketing strategies that promote the organization, encourage the support of potential volunteers and donors, and reinforce their niche among competing groups. Required.

### 6993 PROFESSIONAL PROJECT 3 HOURS

This course provides students with experience developing a final project focusing on program development, improvement, or evaluation of a nonprofit organization. Classes throughout the program will incorporate assignments that will assist students in this final directed project. Required.

## INTERDEPARTMENTAL (INDP)

### 6113 CONTEMPORARY TOPICS IN BEHAVIORAL SCIENCES 3 HOURS

### 6213 CONTEMPORARY TOPICS IN HUMANITIES 3 HOURS

### 6313 CONTEMPORARY TOPICS IN NATURAL SCIENCES 3 HOURS

**COMMON COURSE DESCRIPTION:** This is a variable topic course. Specific sections of this course may be offered by different departments depending upon instructor availability and student interest and will vary in subject matter, course requirements, and learning outcomes. Enrollment is by permission of the M.L.A.

program director only and is restricted to graduate students admitted in the M.L.A. program. Not available to students in the M.L.A. leadership/management track. Consult the director of the Master of Liberal Arts program for the complete list of titles of topics courses. May be repeated with a change in topic.

**6113 CONTEMPORARY TOPICS IN BEHAVIORAL SCIENCES: SOCIOLOGY OF MASS MEDIA AND CULTURE 3 HOURS**

This course examines the sociological effects of mass media on culture and society. The course provides students with a grounding in key issues in media sociology and examines the effects of media with an emphasis on television and its impact on the development of "Common Knowledge" and culture.

**6213 CONTEMPORARY TOPICS IN HUMANITIES: C.S. LEWIS: A NEW MYTHOLOGY FOR OUR MODERN WORLD 3 HOURS**

This course involves a study of selected works of C.S. Lewis's fiction, apologetics, and literary criticism. All his work, as one biographer wrote, reflect "a presence of mind." We will attempt to get at this unified view of his life in all his works. The first part of the course will focus on his life through his own words and those of one of his major biographers and editors, Walter Hooper. We will also view the film adaptation of his life, *Shadowlands*. His main work of apologetics that crystallizes his Christian themes, *Mere Christianity*, will be studied next. These themes as they inform his main literary genre—the modern Christian fantasy—and his new mythology (as opposed to the Greek or Roman Classical Mythology) will be read as guides to solving our modern spiritual, moral, and social problems.

**6313 CONTEMPORARY TOPICS IN NATURAL SCIENCES: ENERGY AND THE ENVIRONMENT 3 HOURS**

The science behind all known and proposed energy sources will be discussed with an emphasis on the environmental impacts of the energy source.

**TEACHING ENGLISH TO SPEAKERS OF OTHER LANGUAGES (TESL)**

**5013 PEDAGOGICAL GRAMMAR 3 HOURS**

This course involves both a study of English grammar and a discussion of the teaching of grammar in ESL. Using an eclectic approach, students examine the morphological and syntactical system of English and explore the theoretical and practical issues of the teaching of grammar in ESL/EFL.

**5053 DIRECTED READING 3 HOURS**

**5063 SEMINAR 3 HOURS**

**5093 INDEPENDENT STUDY 3 HOURS**

**5103 STUDIES IN LINGUISTICS 3 HOURS**

A study of language in general, this course examines the universals and the kinds of rules and structures of language, with a focus on phonology, morphology, syntax, and semantics. Explored also are the social, physiological, and psychological aspects of language use and language learning in light of cultures and learning patterns. Historical and computational linguistics are briefly discussed. (fall)

**5113 AMERICAN ENGLISH PHONOLOGY 3 HOURS**

This course examines the features of American English phonology, including the consonant and vowel systems, stress, intonation, and adjustments in connected speech. We also discuss and demonstrate effective techniques for teaching pronunciation in ESL/EFL classes, look at the role of pronunciation in the language curriculum, and discuss methods for testing and evaluating pronunciation. (spring)

**\*5143 INSTRUCTIONAL STRATEGIES IN WRITING 3 HOURS**

This course provides opportunities for students to expand their understanding of writing as they tutor other students in grammar, usage, organization, focus, conciseness, development, specificity, and general language skills. In addition to tutoring, students work on their own writing projects. Cross-list MLaw 5143. (TBA)

**5163 ISSUES IN TEACHING ENGLISH TO SPEAKERS OF OTHER LANGUAGES 3 HOURS**

**5413 TECHNOLOGY IN THE CLASSROOM 3 HOURS**

This course introduces technologies that can be used to facilitate classroom education. It teaches how to use current technologies and how to adapt them to meet the pedagogical purposes of the class. May be dual-listed with EDUC 4413.

**5513 ESL AND EFL ASSESSMENT 3 HOURS**

A survey of assessment in English as a second or foreign language. This course focuses on the theory, construction, and use of both standard and teacher-made tests for language skills. Basic statistical procedures in interpreting test results are discussed. (spring, summer)

**5713 PSYCHOLINGUISTICS 3 HOURS**

This course explores psychological aspects of language with a focus on language acquisition, production, and comprehension. (fall)

**\*6103 FOUNDATIONS OF READING 3 HOURS**

See ELED 6103. (fall)

**6363 LANGUAGE AND CULTURE 3 HOURS**

This course explores the relationship between language and culture from a sociolinguistic perspective.

**6873 PRACTICUM IN TEACHING ENGLISH TO SPEAKERS OF OTHER LANGUAGES 3 HOURS**

This course gives students practical experience in TESOL, allowing them to apply the theories and teaching strategies learned in Theory and Methods of Teaching English to Speakers of Other Languages (TESL 5423). This practice takes place both in and out of the classroom.

**\*6903 RESEARCH METHODS 3 HOURS**

See GRED 6903.

**6983 THESIS IN TEACHING ENGLISH TO SPEAKERS OF OTHER LANGUAGES 3 HOURS**

(TBA)

## EDUCATION

**ABS – EDUCATION/APPLIED BEHAVIORAL STUDIES**

**ECED – EDUCATION/EARLY CHILDHOOD MONTESSORI CERTIFICATION**

**ELED – EDUCATION/ELEMENTARY CHILDHOOD MONTESSORI CERTIFICATION**

**GRGD – GRADUATE EDUCATION**

## MASTER OF EDUCATION APPLIED BEHAVIORAL STUDIES (ABS)

**5091-6 INDEPENDENT STUDY**

**5213 ISSUES IN MENTAL AND PHYSICAL HEALTH 3 HOURS**

This course will explore issues regarding the relationship between physical and emotional health—primarily from mental health, coping, and counseling perspectives. The roles of adjustment, lifestyle, and social factors on stress and wellness are discussed.

**5313 SEXUAL ISSUES IN COUNSELING 3 HOURS**

This course will focus on psychosexual development throughout the life span, interviewing and counseling techniques, and ethical sexual therapy for sexual dysfunctions, addictions, paraphilias, and challenges related to aging and illness. Prerequisite: ABS admission.

**5314 ASSESSMENT I 4 HOURS**

Students will learn how to administer, score, and interpret personality tests for adults and children. Extra fees may be required. Prerequisite: ABS admission.

**5363 TOPICS 3 HOURS**

**5413 CRISIS INTERVENTION 3 HOURS**

Special intervention strategies relevant to counseling will be discussed which may include posttraumatic stress, sexual assault, partner violence, grief and bereavement, and workplace violence.

**5503 ADDICTION 3 HOURS**

An overview of the addiction process, what constitutes an addiction, and the treatment methods available through counseling and other means.

**5513 DEATH AND DYING 3 HOURS**

As the last stage in life span development, Death and Dying is an important course to take and an important concept to adjust to. We'll explore a variety of issues such as coping with chronic illness, death awareness, stages of dying, hospice, suicide, euthanasia, funeral customs, children's experience, and traumatic death—and their impacts on each individual. Where possible, we will arrange relevant field trips.

**5564 MARRIAGE & FAMILY THERAPY 4 HOURS**

An overview of the major marriage and/or family counseling theories for use in a variety of settings. Prerequisite: ABS 5713 and permission.

**5613 GERONTOLOGY 3 HOURS**

Understanding of developmental experiences and their impacts on adjustment. Mental health issues and community resources will be a primary focus. Intervention strategies from a counseling perspective will be discussed.

**5703 BEHAVIOR PATHOLOGY 3 HOURS**

This course further investigates abnormal human behavior and dysfunction as it relates to the DSM disorders. Schizophrenia, neurosis, psychosis, multiple personality, and depression are among the topical issues studied. Prerequisite: ABS admission.

**5713 COUNSELING THEORIES 3 HOURS**

Traditional theories and techniques of counseling will be covered as well as the personality theory underlying them. This course will address how to move from theory to practice. Development of basic counseling skills and awareness of self will be covered. Extra fees may be required. Prerequisite: ABS admission.

**5813 CAREER DEVELOPMENT 3 HOURS**

This course will focus primarily on life style and career choice, the decision making process, career counseling, and vocational choice. Prerequisite: ABS admission.

**6314 ASSESSMENT II 4 HOURS**

A deeper investigation into the administration, scoring, and interpretation of intelligence tests, primarily, for adults and children. Extra fees may be required. Prerequisite: ABS 5314.

**6513 SOCIOCULTURAL FOUNDATIONS 3 HOURS**

This course will explore multi-cultural counseling, socio-cultural theories, research, and practice in society. Other areas covered will be the inherent diversity of individuals including gender, race, culture, religion, communication and work styles, beliefs, values, and socioeconomic status, as well as the impact of society and culture on behavior. Prerequisite: ABS admission.

**6714 ADVANCED COUNSELING TECHNIQUES 4 HOURS**

A more detailed investigation of theories and techniques of counseling. This course will focus on the more structured and systematic techniques for psychotherapeutic intervention. For graduate students in counseling. Prerequisite: ABS 5713 and permission.

**6743 GROUP PROCESS 3 HOURS**

This course includes a theoretical and experiential component to group process, group dynamics, and group counseling. Examples of skills and concepts discussed include group formation, communication, stages of group growth, problem solving, cohesion, team building, leadership, decision making, and conflict resolution. Prerequisite: ABS admission.

**6776 PRACTICUM 6 HOURS**

field experience in professional counseling whereby students will provide introductory counseling services in a mental health clinic, counseling center, or other human services agency. A minimum of 150 clock hours are required. Prerequisite: 33 ABS hours, plus candidacy status.

**6813 PERSONALITY & HUMAN DEVELOPMENT 3 HOURS**

This human growth and development course will cover personality and development throughout the entire life span. Prerequisite: ABS admission.

**\*6903 RESEARCH METHODS 3 HOURS**

See GRED 6903. Prerequisite: ABS admission.

**6975 PROFESSIONAL ORIENTATION/ETHICS 5 HOURS**

Relevant ethical issues studied will include confidentiality, privacy, multiple relationships, supervision, the counseling relationship, and research. Codes of ethics, standards of practice, and preparation will be covered. This course will also include the capstone project. Prerequisites: 24 hours of ABS course work.

**6979 INTERNSHIP 9 HOURS**  
Advanced field experience in counseling whereby students will provide direct face-to-face intervention and diagnostic assessment with clients under the auspices of an on-site supervisor. The internship is to be taken toward the end of the master's degree in counseling. A minimum of 300 clock hours are required. Prerequisite: ABS 6776.

## EARLY CHILDHOOD EDUCATION (ECED)

**5022 MONTESSORI PROJECT I 2 HOURS**  
The goals of this course are to enable teachers to observe young children objectively and to design materials to offer a more individualized approach to learning for Early Childhood teachers. (fall)

**5113 SENSORY MOTOR LEARNING 3 HOURS**  
This course examines the relationships among motor, intellectual, and ego development. Activities designed for independence and responsibility are presented with opportunities for teachers to structure these activities for their classrooms. An introduction to movement exploration for young children is part of the course. (summer)

**5122 MONTESSORI PROJECT II 2 HOURS**  
The goals of this course are to enable teachers to observe young children objectively and to design materials to offer a more individualized approach to learning for Early Childhood teachers. (spring)

**5163 MONTESSORI SEMINAR I 3 HOURS**  
Weekend seminar taken with approved Montessori Internship only. Permission of the Montessori coordinator is required. (fall)

**5203 PERCEPTUAL DEVELOPMENT 3 HOURS**  
This course explores perceptual development in children three to six years of age, including visual, auditory, and kinesthetic perception. The Montessori sensorial activities are demonstrated and teachers of preschool, kindergarten, and primary children are shown activities they can use in their classrooms to enhance perceptual development. (summer)

**5213 LANGUAGE AND READING DEVELOPMENT 3 HOURS**  
This course considers the developing ability of children between the ages of three and eight to use oral and written symbol systems as effective means of communication. The writings of Piaget, Montessori, Luria, Bruner, and other educators and psychologists are discussed, and the interfaces among reading, writing, and speaking are explored. (summer)

**5242 MATERIALS CONSTRUCTION AND DESIGN 2 HOURS**  
The goals of this course are to enable teachers to observe young children objectively and to design materials to offer a more individualized approach to learning. (summer)

**5263 MONTESSORI SEMINAR II 3 HOURS**  
Weekend seminar taken with approved Montessori Internship only. Permission of the Montessori coordinator is required. (spring)

**5303 EVALUATION OF YOUNG CHILDREN 3 HOURS**  
This course provides an understanding of the evaluative process of young children. Various tests and diagnostic instruments are presented that assess the social maturity, developmental levels, and intellectual ability of young children. The student learns to analyze a test and set up an individualized program. An important aspect of

the course is evaluation of the current issues related to the testing of young children. A comprehensive diagnostic and prescriptive case study is developed. (spring, summer)

**5504 PSYCHOLOGICAL BASES OF LEARNING AND GUIDING YOUNG CHILDREN 4 HOURS**

This course examines the many variables involved in learning as well as contemporary ideas related to the learning process. The theoretical approaches for guidance in teaching the young child are analyzed. For upper-division students with permission. Early Childhood majors take a 3 hour course. Montessori majors take a 4 hour course. (summer)

**5603 BASIC CONCEPTS OF PRIMARY MATHEMATICS 3 HOURS**

This course focuses on ways to enhance the development of mathematical ideas in young children three through eight years of age. Ways to design "mathematical environments" within a teacher's classroom are discussed and useful materials are examined. (summer)

## ELEMENTARY EDUCATION (ELED)

**5002 MONTESSORI OVERVIEW 2 HOURS**

This course focuses on Montessori's philosophy of educating children ages three through six. It provides an objective view of the Montessori approach and seeks to place the ideas of Dr. Montessori in the context of contemporary psychological and educational thought. (summer)

**5104 MONTESSORI ELEMENTARY MATHEMATICS I 4 HOURS**

The Montessori curriculum for the child ages six to nine, including the concept of number and quantitative relationships for fundamental operations, the laws of arithmetic, fundamental operations, and fractions are presented. The philosophy behind the Montessori approach to mathematics and how it relates to child development are covered. (summer)

**5163 MONTESSORI ELEMENTARY SEMINAR I 3 HOURS**

Variable-content seminar focusing on particular elements of the Montessori curriculum, including geometry. (fall)

**5212 MONTESSORI ELEMENTARY GEOMETRY 2 HOURS**

Beginning geometry for children ages six to nine in the Montessori elementary classroom. (summer)

**5214 MONTESSORI ELEMENTARY LANGUAGE I 4 HOURS**

The Montessori philosophy of language development and the Montessori language curriculum for children ages six to nine are offered. Included are oral language, reading and writing, and grammar functions. Other newer approaches to language curriculum, including children's writing and literature and how they interface with Montessori's curriculum, are presented. (summer)

**5263 MONTESSORI ELEMENTARY SEMINAR II 3 HOURS**

Variable-content seminar focusing on a particular element of the Montessori curriculum, including more geometry, the computer, and classroom management. (spring)

**\*6103 FOUNDATIONS OF READING 3 HOURS**

Advanced study in the process of reading, skill developments, reading instruction, and learning theory as it applies to reading education. Cross-listed TESL 6103. (fall)

**6304 MONTESSORI ELEMENTARY SCIENCE AND SOCIAL STUDIES I 4 HOURS**

The Montessori philosophy and approach as it relates the child to his or her own culture is presented, including the study of history, biological sciences, and practical life exercises. (summer)

## GRADUATE EDUCATION (GRED)

**5003 RESEARCH AND WRITING 3 HOURS**

Introduction to graduate studies. This course is designed to help students become proficient in library research and writing research papers. It introduces students to the skills and knowledge essential for successful graduate studies and future growth. Required for all international students in the M.Ed. program and strongly recommended for students on probation.

**5023 ENGLISH LANGUAGE LEARNERS IN THE CLASSROOM 3 HOURS**

This course provides educators multiple methods of adapting instruction and materials to help English language learners understand academic content, develop academic and social language and participate in classroom activities.

**5123 STUDENTS WITH EXCEPTIONALITIES 3 HOURS**

The course includes information, methods, and techniques for teaching exceptional children. Consideration of mentally retarded, learning disabled, gifted, and other categories covered by PL94142 is emphasized.

**5813 ACHIEVING YOUR GOALS 3 HOURS**

This course explores the strengths of the individual and how to develop potential. It focuses on the dynamic nature of the human spirit and utilizes each person's life experiences to plan and achieve personal and career goals. Techniques include identification and clarification of possibilities, managing achievement through commitment and problem solving, and measuring results. (spring, summer)

**\*6903 RESEARCH METHODS 3 HOURS**

This course is designed to introduce the student to research methods relevant to applied behavioral studies and counseling. A statistical component is included. Cross-listed with ABS 6903, TESL 6903 and KES 5503.

## MASTER OF SCIENCE IN CRIMINOLOGY (MSC)

**5063 SELECTED TOPICS IN CRIMINOLOGY 3 HOURS**

Selected Topics generally consists of current issues facing the criminal justice system. (TBA)

**5091-6 INDEPENDENT STUDY 1-6 HOURS**

Generally, working with a professor, students study one particular aspect of the criminal justice system.

**5103 CRIME VICTIMS 3 HOURS**

Analysis of the victimology model. Emphasis is on the victim, the academic institutional perspective, the criminal justice perspective, and the statistical approach.

**5263 INTERNATIONAL CRIMINAL JUSTICE SYSTEMS 3 HOURS**

The growth of the extended economic and cultural orders demands that students be well versed in diverse approaches to common social problems and social solutions. Through comparisons of

varied criminal justice systems, students assess the effectiveness of each and gain insights into the cultural influences at work in different parts of the world. Participants will meet with criminal justice experts to discuss cross-cultural comparisons between the U.S. and other nations.

**5273 LAW AND THE SOCIAL SCIENCES 3 HOURS**

In this course, students analyze the theories underlying diverse studies of law and society and explore the creation and administration of laws. Students examine the connections between law, criminal justice and social justice to understand the implications of law for professionals in criminal justice and social service professions. (fall)

**5363 THEORIES OF JUSTICE 3 HOURS**

This course explores one of the most prominent theoretical constructions of justice compared to other concepts of justice: John Rawls' Theory of Justice.

**5403 ELITE DEVIANCE 3 HOURS**

The study of corporate crime in America and abroad. Students discuss and apply major criminologists' theories and analyze existing policies.

**5413 COMMUNITY SANCTIONS 3 HOURS**

This course examines approaches to both the theoretical assumptions and the practical techniques of probation and parole. A review of research findings in probation and parole is presented.

**5513 JUVENILE JUSTICE 3 HOURS**

An overview of the theories developed to explain juvenile delinquency as well as an assessment of the relationship between the system of juvenile justice and the delinquent. An analysis of various strategies that may be effective in preventing juvenile delinquency or diverting individuals from the criminal justice system.

**5603 ADVANCED RESEARCH METHODS 3 HOURS**

In this course students create, synthesize, and defend one of four types of a mixed method research design. Students are expected to have had a basic research course, which included qualitative and quantitative data methods.

**5713 RESOCIALIZATION OF LAW VIOLATORS 3 HOURS**

A major objective of correctional agencies has been to change persons convicted of crime so that they are reformed, resocialized, treated, or modified. This course deals with the issue of such changes and examines techniques of producing changes. (summer)

**5803 NORM VIOLATION 3 HOURS**

Examination of the social changes and pressures that encourage greater social deviance such as civil disobedience, delinquency, and extensive rejection of prevalent values and norms of society.

**5823 RACE, GENDER, AND CRIME 3 HOURS**

This course critically examines major theories, research findings, policies, and controversies concerning race/ethnicity, gender, class, sexuality and crime. (spring)

**5863 ADVANCED STUDIES IN CRIMINOLOGICAL THEORY 3 HOURS**

This course is an advanced theory course on criminological theory. Students complete an in-depth analysis of contemporary theories. (spring)

**5903 DEVIANCE AND SOCIAL CONTROL 3 HOURS**

An examination of major theoretical statements regarding social control as a determining force in social organizations. Emphasis is

on internal mechanisms of social control and fundamental institutions of social control. (Summer)

**6103 CRITICAL ISSUES IN JUSTICE 3 HOURS**

This course analyzes contemporary issues confronting the criminal justice system. The topics change over-time, reflecting current issues facing the system, e.g., the death penalty, restorative justice, or ethics. (fall)

**6213 CRIMINAL JUSTICE EVALUATION 3 HOURS**

The study of the role of evaluation in criminal justice agencies. The case for evaluation, models for evaluation, tools for evaluation and planning, evaluation and planning agencies and departments, and grants are all given consideration. (fall)

**6303 STATISTICAL APPLICATIONS IN CRIMINAL JUSTICE 3 HOURS**

Students learn to use statistical analysis in their research. Computer application and statistical interpretation are stressed. (spring)

**6403 POLICE AND SOCIETY 3 HOURS**

This course is a general study of substantive criminal law. It includes problems in defining crimes, conspiracy, intent, attempts, justification, criminal responsibility, and sentencing. (Spring)

**6871-6 PRACTICUM OR FIELD STUDY 1-6 HOURS**

Students sign a contract and are placed with criminal justice agencies for a minimum of forty hours per credit hour. Students will keep field notes, be evaluated at the practicum site, and write a paper directly related to the practicum assignment. (TBA)

**6983-6 PROBLEM IN LIEU OF THESIS 3-6 HOURS**

Recommended for students intending to pursue graduate studies beyond the master's level. Involves two semesters of work. (TBA)

**MASTER OF SCIENCE IN HEALTH AND HUMAN PERFORMANCE (KES)**

**5103 BIOMECHANICAL ANALYSIS OF MOVEMENT 3 HOURS**

A course in the advanced study of physical laws and mechanical concepts with an emphasis on those relevant for the analysis of human movement. Includes mathematical computation and application to selected activities in sport and exercise, gait, industry, and orthopedics, as well as the collection of motion data in the area of biomechanics including cinematography, high speed videography, anthropometry, manual and automatic digitization, isokinetics, force measurement devices, and electromyography.

**5203 DIAGNOSTIC TESTS AND MEASUREMENTS IN EXERCISE SCIENCE 3 HOURS**

Students study and apply descriptive and empirical statistics for measurement and research (statistical notation, measures of central tendency and variability, probability and sampling techniques, linear regression and correlation and advanced statistical inference). Prerequisite: completion of an undergraduate course in statistics.

**5303 PHYSIOLOGICAL BASIS OF HUMAN PERFORMANCE 3 HOURS**

An advanced practical experience in ECG methodology and interpretation of exercise testing of cardiorespiratory, diabetic, obese, and elderly patients. Comprehensive analysis of skeletal muscle, metabolic and cardiorespiratory responses to exercise. Topics include performance and adaptations in the athlete, aging and responses to exercise thermoregulation during exercise, and energy balance and body composition.

**5403 NEUROLOGICAL BASIS FOR MOTOR LEARNING AND CONTROL 3 HOURS**

A study of the principles of coordination and control of movement. Emphasis is on the neurophysiological mechanisms that apply to the processes of voluntary movement and the study of the relationship of natural and situational factors to the acquisition and performance of movement behaviors. The course deals with how individuals learn movement skills; the interaction of cognitive, affective, and psychomotor learning domains; application of learning theories to the skills of physical education, physical therapy, and athletics.

**\*5503 RESEARCH METHODS 3 HOURS**

See GRED 6903.

**5603 GROUP DYNAMICS 3 HOURS**

See ABS 6743.

**5703 ISSUES IN SPORTS LAW 3 HOURS**

Provides an understanding of the American legal system with an emphasis on the resolution of sport business legal disputes by means of civil litigation, mediation, arbitration, and trial procedures. Examines the traditional areas of contract law and tort law as they relate to problems confronting the exercise leader, athletic director, teacher/coach, or sport manager. Scrutinizes the legal structure of sport and focuses on special topics of television and media, trademark law, gender discrimination, facility safety, handicap access, professional sport, drug testing, antitrust laws, gambling, and tax laws. Graduate students will be required to complete an in-depth legal issues project.

**5803 ADVANCED HUMAN NUTRITION 3 HOURS**

The content of this course focuses on the metabolism of food by various tissues of the body and its relation to exercise. The student will understand how carbohydrates, lipids, and proteins are converted into energy. The role of diet in the development and treatment of some chronic diseases will also be discussed along with the application of nutritional principles to enhance overall lifestyles.

**5909 ADVANCED PRACTICUM/CAPSTONE PROJECT 9 HOURS**

The graduate student will conclude his or her course work with an intensive field or laboratory experience in exercise physiology, exercise leadership, or sport management. Emphasis will be on independent work and research experience, and assignments many include assisting with research projects and collecting pilot study data. This course will be designed in close consultation with graduate committee faculty and industry sponsoring organizations. This course is intended to develop a greater breadth and depth of important management issues dealing with a specific segment of the sport and/or exercise industry. This course requires a written project to be submitted to a graduate faculty committee for evaluation. Concludes as the student presents orally his or her project and defends conclusions against questions raised by the faculty review committee.

# WIMBERLY SCHOOL OF RELIGION AND GRADUATE THEOLOGICAL CENTER

## MASTER OF RELIGIOUS EDUCATION (REL)

### 5103 OLD TESTAMENT INTERPRETATION 3 HOURS

A thorough survey of Old Testament history and literature involving a study of biblical analytical methodology and its application to Old Testament interpretation.

### 5123 NEW TESTAMENT INTERPRETATION 3 HOURS

An intensive survey of the New Testament followed by consideration of problems and methods related to the interpretation of early Christian literature in the twentieth-century.

### 5213 MODERN TRENDS IN THE WORLD'S RELIGIONS 3 HOURS

A survey of philosophical and theological movements in India, China, and the Middle East, with emphasis on ways in which ideas are expressed in institutions and in the common life of major non-Western religious traditions.

### 5223 CRITICAL ISSUES IN CHRISTIAN ETHICS 3 HOURS

An examination of Christian ethical thought vis-a-vis political, economic, and social theory and practice, with a focus on the response of citizens and institutions to critical issues. (spring, even)

### 5303 TOPICS IN CHURCH HISTORY 3 HOURS

Survey of key periods, personalities, events, movements, and ideas against the sociocultural backdrop of successive periods in the history of Christianity. Attention is given to the relationship of United Methodist traditions to those of other churches and movements.

### 5313 HISTORY OF THE UNITED METHODIST TRADITION 3 HOURS

A survey of the history of Methodism from John Wesley to the present. Major attention is given to persons and situations in American culture that have shaped the movement.

### 5403 MAJOR THEMES IN THEOLOGY 3 HOURS

A study of the process by which humans come to understand and articulate faith, drawing upon the Scriptures, tradition, experience, and reason. Attention is given to the work of theologians in the past and to contemporary theological work.

### 5413 UNITED METHODIST DOCTRINE AND POLITY 3 HOURS

A study of United Methodist doctrine and doctrinal standards as contained in the General Rules, Social Principles, and contemporary statements and of the historical development of United Methodist polity, denominational structure, and local church organization.

### 5453 MISSION OF THE CHURCH IN THE CONTEMPORARY WORLD 3 HOURS

An exploration of what mission has been in the past, the world to which the church is sent in mission today, and implications for the theology of mission and the way the church may authentically engage in mission in a variety of situations.

### 5603 NATURE AND WORK OF CHRISTIAN EDUCATION 3 HOURS

A survey of the historical and theological sources for religious education, the context for teaching and learning in the church, and the development of competence in teaching based on theories of teaching-learning. Students begin to develop their self-understanding as educators and their own philosophy of religious education. This course fulfills the teaching-learning certification requirement. (fall, odd)

### 5633 THE BIBLE IN CHRISTIAN EDUCATION 3 HOURS

An examination of relating biblical interpretation and teaching. The course focuses on the nature of interpretation from a developmental perspective in order to determine what it means to teach Scripture to people in different age groups and stages of faith development. Appropriate methodologies for biblical study are analyzed and evaluated. (fall, even)

### 5643 RELATING THEOLOGY TO CHRISTIAN EDUCATION 3 HOURS

A study of major theological themes and issues in terms of their relevance and application to Christian education and of ways in which teachers and students may "do theology" as an integral part of the educational process. (spring, odd)

### 5653 ADMINISTRATION AND LEADERSHIP 3 HOURS

An examination of facets of administration and leadership in Christian education based on organizational development principles, including group decision making, conflict management, communication, staff relationships, volunteer development, and evaluation of programs and personnel—all with reference to programming at various age levels. (spring, even)

### 5663 THE BIBLE IN YOUTH MINISTRY 3 HOURS

An examination of the task of relating biblical interpretation and teaching in youth ministry. (fall, even)

### 5673 RELATING THEOLOGY TO YOUTH MINISTRY 3 HOURS

A study of major theological themes and issues in terms of their relevance and application to ministry with youth and of the ways in which teachers and students may "do theology" as an integral part of the educational process. (spring, odd)

### 5703 MINISTRY WITH CHILDREN AND FAMILIES 3 HOURS

An exploration of the church's ministry with children. Models, resources, and issues in children's religious education are surveyed. Skills in program planning, implementation, and evaluation of educational programs for children in the church in cooperation with appropriate councils, committees, and organizations are enhanced. Specific educational models and ministries with families are considered. (spring, odd)

### 5713 MINISTRY WITH YOUTH 3 HOURS

An exploration of ministries with youth. Models, resources, and issues in youth religious education are presented. Skills in program planning, implementation, and evaluation of educational programs for youth in the church in cooperation with appropriate councils and organizations are enhanced. (fall, odd)

### 5723 MINISTRY WITH ADULTS 3 HOURS

An exploration of ministries to young, middle, and older adults. Models, resources, and issues in adult religious education are presented. Skills in planning, implementation, and evaluation of adult educational programs based on educational theory and practice are enhanced. (spring, even)



**5733 ADOLESCENT WORLD 3 HOURS**

The personal, social, and spiritual development of the adolescent in relationship to the Christian faith. The resources of the church directed toward the religious needs of youth.

**5763 RITES AND RITUALS  
IN THE FAITH PILGRIMAGE 3 HOURS**

An exploration of the nature and functions of rites of passage and rituals of the church with implications for the congregation's educational ministry. (fall, odd)

**5833 SEMINAR IN NEW TESTAMENT 3 HOURS**

Special topics in the New Testament not normally covered in standard courses.

**5843 SEMINAR IN HEBREW BIBLE 3 HOURS**

Special topics in the Hebrew Bible not normally covered in standard courses.

**5853 SEMINAR IN CHURCH HISTORY 3 HOURS**

Special topics in church history not normally covered in standard courses.

**5863 SEMINAR IN THEOLOGY 3 HOURS**

Special topics in theology not normally covered in standard courses.

**5873 SEMINAR IN RELIGION 3 HOURS**

Special topics not normally covered in standard courses.

**5881-3 SEMINAR IN RELIGIOUS  
EDUCATION 1-3 HOURS**

Special topics not normally covered in standard courses, e.g., attendance at the National CEF conference.

**5891-3 SPECIAL TOPICS 1-3 HOURS**

A variable-credit course designed to meet needs of students such as the Summer School on Chemical dependency. Special topics not normally offered in standard courses.

**5951-3 READINGS IN RELIGION/  
RELIGIOUS EDUCATION 1-3 HOURS**

Extensive reading in the student's field of interest or with respect to problems and issues beyond the usual class format. Students who have approved undergraduate courses in selected fields may, with the director's permission, enroll in advanced reading courses in the topic for graduate credit.

**5981 INTERNSHIP IN RELIGIOUS  
EDUCATION 1 HOUR**

Experiential education of students working in an appropriate church-related setting. Involves both a weekly class/academic setting and a church setting. Offered as credit/no-credit.

**5993 RESEARCH PROJECT/  
THESIS IN RELIGION 3 HOURS**

The development of a professional project on theoretical research or ministry design and evaluation of its implementation, or the preparation of a master's-level thesis through research into a body of literature or a survey to obtain empirical data. Thesis must be completed within two years of enrollment in MREL 5993. In extraordinary cases an extension may be granted.

## MEINDERS SCHOOL OF BUSINESS

### ACCOUNTING (ACCT)

**5013,  
5083\* ESSENTIAL CONCEPTS  
IN ACCOUNTING 3 HOURS**

Basic concepts of financial and managerial accounting from a user perspective; topics include form and content of basic financial statements, financial statement analysis, and accounting differences among service, retail, and manufacturing.

\*ACCT 5083 is available for enrollment by MSN/Nursing Administration track students only

**5113 FINANCIAL REPORTING  
AND ANALYSIS 3 HOURS**

This course focuses on examining financial statements to understand the meaning and impact of alternative accounting principles, to critically evaluate the quality of the information, to interpret ratios in real world situations, and to estimate future earnings and valuation. (fall, summer I)

**5123 ACCOUNTING THEORY 3 HOURS**

A study and evaluation of alternative theory, practices, and generally accepted accounting principles of financial accounting and the bases for conclusions reached by the Financial Accounting Standards Board and other financial accounting standard-setting bodies. (fall)

**5193 SPECIAL TOPICS IN  
FINANCIAL ACCOUNTING 3 HOURS**

A variable-credit course designed to meet the needs of students with specific interest in a specialized financial accounting topic. (TBA)

**5213 CORPORATE GOVERNANCE, SOCIAL  
RESPONSIBILITY, ETHICS, AND  
ENTERPRISE RISK MANAGEMENT 3 HOURS**

This course covers the provisions of the Sarbanes-Oxley Act of 2002, which include changes in corporate governance and the documentation, review, and testing of internal controls related to the safeguarding of corporate assets. It also addresses the ethical environment and choices of accountants today. Prerequisite: ACCT 4313, MGMT 2213. (spring)

**5223 FORENSIC ACCOUNTING 3 HOURS**

An overview of the methodology of fraud examination including prevention, detection, and investigation concerning occupational fraud, financial reporting fraud, and asset misappropriation. Prerequisite: ACCT 4313. (spring)

**5233 COST ACCOUNTING APPLICATIONS 3 HOURS**

Application of cost topics to real-world situations and analysis of problems and communication of solutions within a business context. Prerequisite: ACCT 3213 (spring)

**5313 AUDITING POLICIES,  
FRAMEWORKS, AND PRACTICES 3 HOURS**

Application of technical auditing skills and techniques based on mastery and interpretation of AICPA and PCAOB auditing standards and pronouncements as well as contemporary frameworks for enterprise risk management and fraud prevention and detection. Topics include attest methods involved in audit planning, control structure review, procedures selection, procedural execution, and communication of audit findings and results. Prerequisite: ACCT 4313 (fall)

**5403 ACCOUNTING FOR MANAGERS 3 HOURS**

The generation, communication, and use of accounting data to assist management in product costing, planning, control, and decision making. This course is for M.B.A. students only and cannot be credited toward the M.S.A. degree. Prerequisite: ACCT 5013 or ACCT 2113 and ACCT 2213.

**5413 ENTITY TAXATION 3 HOURS**

Students are introduced to issues pertaining to the subchapter C corporate structure, consolidated corporations, multistate corporations, partnerships, S corporations, trusts and estates, and exempt entities. Students are briefly introduced to taxation of international transactions, including transfer pricing. Students are required to complete various computer research projects and are required to prepare a subchapter C corporate return, a partnership return, a subchapter S corporate return, and a trust return. Participation in a group that prepares and presents a discussion of a technical tax topic is also required. Prerequisites: ACCT 3413, ACCT 4413. (fall, summer II)

**5423 TAX PROCEDURE 3 HOURS**

Examines federal tax procedure at the administrative level and in litigation; organization of the I.R.S.; legal and practical aspects of Treasury regulations; administrative rulings; closing and compromise agreements; deficiency and jeopardy assessments; waivers; refund claims; mitigation of statute of limitations; tax collections; civil penalties; and the rights and privileges of the taxpayer. Prerequisite: ACCT 3413, ACCT 4413. (spring)

**5433 CORPORATE TAXATION 3 HOURS**

Examines the taxation of corporations and their shareholders, corporate formation, capital structure, transactions between corporations and their shareholders, transfers to corporation, dividends and other distributions, stock redemptions and liquidations, stock dividends, corporate reorganizations and divisions, carryovers of tax attributes, limitations on carryovers. Prerequisite: ACCT 3413, ACCT 4413. (fall)

**5443 PASS-THROUGH ENTITY TAXATION 3 HOURS**

Examines the taxation of flow-through entities, including partnerships, S corporations, limited liability partnerships (LLPs), and limited liability companies (LLCs). With respect to partnerships, explores tax problems of the organization and operation of partnerships including the treatment of partnership distributions, withdrawal of a partner during his or her lifetime, dissolution of the partnership, sales or exchanges of partnership interests. With respect to S corporations and LLCs, explores entity classification and the formation and operation of both entity forms, including eligibility, election, revocation, termination, and accounting rules. Prerequisite: ACCT 3413, ACCT 4413. (spring)

**5493 SPECIAL TOPICS IN TAXATION 3 HOURS**

A variable-credit course designed to meet the needs of students with specific interest in a specialized taxation topic. (TBA)

**5513 ACCOUNTING INFORMATION SYSTEMS AND EDP CONTROL 3 HOURS**

This course covers computer-based accounting and related integrated systems and software. Reporting objectives, transaction trails, security, documentation, and internal EDP controls are emphasized. Prerequisite: ACCT 4313, IT 1003.

**6533 MULTINATIONAL ACCOUNTING 3 HOURS**

A study of accounting and audit concepts, standards, methods, and practices in different countries; accounting problems associated with multinational corporate operations; translation of subsidiaries' financial statements for consolidation in financial statements of the parent company in the home country; foreign systems of

taxation and U.S. taxation of foreign source income; comparative accounting systems; and financial reporting of foreign and multinational corporations. Prerequisites: MGMT 5503 and graduate-level accounting. (TBA)

**COMPUTER SCIENCE (CSCI)****5003 INTRODUCTION TO OBJECT-ORIENTED PROGRAMMING 3 HOURS**

A rapid review of fundamental programming concepts and techniques followed by an introduction to object-oriented concepts, design, and programming. The completion of programming assignments will comprise a significant portion of the course. Two hours of lecture and two hours of lab per week. Prerequisite: experience in programming in a high-level language.

**5103 THEORY OF COMPUTING 3 HOURS**

A course on the theoretical foundations of computation. Topics include finite-state machines, regular languages, context-free grammars, push-down automata, Turing machines, decidability, and complexity theory. Prerequisites: one language beyond Basic (C or C++ preferred) and MATH 3503.

**5203 LOGIC FOR COMPUTER SCIENCE 3 HOURS**

A survey of historical and modern logic with emphasis on applications in computer science. Topics include Boolean algebra, truth tables, verification of argument validity, development of proofs using propositional and first-order predicate logic, the correctness and completeness of first-order logic, normal forms, and Herbrand's theorem. Automated proof techniques such as resolution and unification are covered. Additional material covered may include topics such as fuzzy logic and multivalued logics. Prerequisites: MATH 2004.

**5303 EMBEDDED AND REAL-TIME OPERATING SYSTEMS 3 HOURS**

A continuation of CSCI 4313. Additional topics include device I/O, interrupts, timers, task scheduling, and hardware OS. Two hours of lecture and one hour of lab each week. Prerequisite: CSCI 4313. (TBA)

**5403 SOFTWARE ENGINEERING 3 HOURS**

A study of the principles and techniques for methodical construction of quality software. Topics include software requirements specification, programming paradigms, module specification techniques, testing and validation procedures, and proof of program correctness. An individual or team project may constitute a significant part of the course. Two hours of lecture and two hours of lab each week. Prerequisite: CSCI 3114.

**5413 ALGORITHM DESIGN AND ANALYSIS 3 HOURS**

A study of the analysis of algorithms and the application of analysis on the design of efficient algorithms. The course treats both the derivation of primarily theoretical results and the practical task of designing efficient algorithms. Topics include: sorting, tree structures, graph algorithms, NP-completeness, dynamic programming, greedy algorithms, distributions and Markov processes, and a brief introduction to parallel algorithms. Prerequisites: CSCI 3114 and CSCI 3503.

**5503 COMPUTER ORGANIZATION AND ARCHITECTURE 3 HOURS**

A study of the structure, organization, and logical design of computers from an advanced perspective. Topics include digital arithmetic and logic, computer structures, machine cycles, interrupts, memory organization, I/O schemes, the integration

of operating systems, instruction sets, and addressing. No prior knowledge of electronics is presumed. Two hours of lecture and two hours of lab each week. Prerequisite: At least one programming language.

**5513 COMPUTER SYSTEM ARCHITECTURE 3 HOURS**

A study of high-performance computer architectures. Topics may include a study of instruction set architecture, instruction execution, synchronization, micro-operations, global memory, parallel processing, overlap and pipeline processing in a von Neumann type architecture, "RISC" architectures, and supercomputers. Prerequisite: MS 5503. (fall)

**5603 DATABASE DESIGN 3 HOURS**

A quantitative study of the tools and methodology of database design. The intent is to equip students to design a conceptual database, specify its implementation, and predict the performance of the system when implemented. Topics include B- security trees, database structures and schemas, advanced query languages, and system performance. Students may be asked to pass an entry exam before enrollment is allowed. Two hours of lecture and two hours of lab each week. Prerequisite: CSCI 3613.

**5703 ARTIFICIAL INTELLIGENCE 3 HOURS**

A study of artificial intelligence techniques including concept learning, state-space problem solving, searching AND/OR trees and graphs, genetic algorithms, and resolution. Programming exercises in C++ and/or LISP and PROLOG are assigned. Two hours of lecture and two hours of lab each week. Prerequisite: MS 5203. (TBA)

**5803 COMPUTER GRAPHICS 3 HOURS**

An integrated study of the software, data structures, mathematics, and algorithms of image manipulation, computer graphics, and computer-assisted design. Topics include raster techniques, geometric transformations of two and three dimensions, object modeling, illumination models, shading models, basic animations, and strategies for creating representations of three dimensional objects. Two hours of lecture and two hours of lab each week. Prerequisite: MATH 2104 or equivalent proficiency in calculus and analytic geometry. (TBA)

**5981-6 M.S. DEGREE PROJECT 1-6 HOURS**

A major project to be completed under the supervision of a member of the graduate faculty. The project proposal must be approved by the graduate faculty prior to enrollment in the course. The course may be repeated for a maximum of 6 semester hours of credit. Permission of instructor required.

**6063 SPECIAL TOPICS 3 HOURS**

A graduate seminar presenting state-of-the-art research topics in computer science. Course content varies at the professor's discretion. Prerequisites: as designated by the professor. (TBA)

**6203 ADVANCED OBJECT-ORIENTED PROGRAMMING 3 HOURS**

An advanced study of object-oriented programming and design concepts. Subjects include classes, methods, polymorphism, inheritance, and object-oriented design. C++ and Smalltalk are studied in depth. Other object-oriented languages discussed include Java. A group project is required. Two hours of lecture and two hours of lab each week. Prerequisites: Proficiency in C++ or CSCI 4303. (fall)

**6303 DISTRIBUTED OPERATING SYSTEMS 3 HOURS**

A continuation of CSCI 4313. Additional topics include telecommunications, networking, naming, consistency and replication, fault

tolerance, and security. The client/server architecture is covered in detail. Encoding, entering, and running programs comprise a significant part of the course. Two hours of lecture and two hours of lab each week. Prerequisite: CSCI 4313.

**6403 ADVANCED ALGORITHM DESIGN 3 HOURS**

A study of advanced techniques in algorithm design. This course has a primary focus on the issues and techniques of parallel programming. The lab component of the course provides for practice of the examined techniques and algorithms. Topics include string processing, compression, encryption algorithms, and integral transformations. Other topics may include geometric algorithms, parsing, probabilistic algorithms, and linear programming. Two hours of lecture and two hours of lab each week. Prerequisite: MS 5413. (spring)

**6503 COMPUTER NETWORK ARCHITECTURE 3 HOURS**

An advanced study of the architectural principles and specific mechanisms required for the exchange of data among computers, terminals, and other data processing devices. Topics include architecture, access protocols, and internetworking. Two hours of lecture and two hours of lab each week. Prerequisites: CSCI 4313 and MS 5503. (spring)

**6603 POSTRELATIONAL DATABASE SYSTEMS 3 HOURS**

A study of emerging database technologies. Topics selected from object-oriented databases, multidatabase systems, data warehousing, Web-enabled databases, intranet databases, XML databases, and/or other new database developments. Prerequisites: CSCI 3114 and MS 5603. (spring)

**6613 INTELLIGENT DATABASE SYSTEMS 3 HOURS**

A continuation of MS 5603. This course presents advanced database system concepts, including current and future trends. Programming projects and library research are required. Two hours of lecture and two hours of lab each week. Prerequisite: MS 5603. (fall)

**6703 KNOWLEDGE DISCOVERY TECHNIQUES 3 HOURS**

This course presents the mathematical basis of a variety of knowledge discovery techniques and their implementation on computers to model multidimensional data. In the laboratory, students analyze large matrix and database data using application programs and programs they write in C++, Matlab, and Oracle. Two hours of lecture and two hours of lab each week. Prerequisite: MS 5203. (spring)

**6981-6 M.S. DEGREE RESEARCH 1-6 HOURS**

Research to be completed under the supervision of a member of the graduate faculty. The research proposal must be approved by the graduate faculty prior to enrollment in the course. The course may be repeated for a maximum of 6 semester hours of credit.

**6003 COMPUTER SCIENCE GRADUATE CAPSTONE 3 HOURS**

A capstone course required of all graduate computer science students. Students are required to develop a presentation on some current topic in computer science. The course also includes assessment and assessment-oriented topics. Should be taken in the student's final semester.

## ECONOMICS (ECON)

### 5043 ESSENTIAL CONCEPTS IN STATISTICS AND COMPUTER APPLICATIONS 3 HOURS

This course covers introductory statistical techniques such as the collection, organization, summarization, and presentation of data and a brief overview of probability concepts and distributions. It then proceeds with sampling distributions, hypothesis testing, simple and multiple regression, analysis of variance (ANOVA), and nonparametric methods along with computer applications utilizing these concepts. It introduces the use of a spreadsheet.

### 5053 ESSENTIAL CONCEPTS IN MACRO AND MICROECONOMICS 3 HOURS

This course has the dual purpose of providing review for those students with previous study and serving as an introductory course for others. The subject matter reflects major concepts found in traditional introduction to macro- and microeconomic courses. Unlike traditional courses, however, emphasis is on a number of selected topics that research efforts indicate are often used by management in large American corporations. In addition, there are a number of concepts that these efforts indicate are not used extensively yet could be—and, perhaps, should be—understood by managers. For this reason, these topics are also emphasized. As an additional objective of the course, attempts are made to integrate or relate these concepts to areas of business study such as management and finance.

### 5203 MANAGERIAL ECONOMICS 3 HOURS

Economic principles are at work at the economy-wide level (macroeconomics); at the interfirm, intraindustry, and interindustry levels (microeconomics); and at the intrafirm level (operations research/management science). This course is concerned primarily with the second of the above and, to some extent, with the last. Thus it provides an understanding of the more or less immediate environment of the firm and of some of the intrafirm decision problems and analytical concepts and methods that pertain to these problems. It studies the product markets under competitive and monopoly conditions, analysis of factor productivities, cost, pricing principles and practices, and problems of estimation of demand and cost. These subjects are treated primarily from the standpoint of managers in the private sector rather than that of the public agencies or the society as a whole. Prerequisite: ECON 5053 or ECON 2013 and ECON 2113.

### 5213 MANAGEMENT SCIENCE AND QUANTITATIVE ANALYSIS 3 HOURS

This course is concerned with efficiency and effectiveness in operating manufacturing facilities as well as service-oriented operations. This course involves the study and application of techniques of operations as analytical tools in solving managerial problems that occur in the business world. This includes learning about topics such as linear allocation models and allocating resources, network models, inventory control, and computer simulation, forecasting with a strong emphasis on quantitative models that help managers to make decisions. Prerequisite: ECON 5043 or ECON 2123 and IT 5603.

## FINANCE (FIN)

### 5023, 5083\* ESSENTIAL CONCEPTS IN FINANCE 3 HOURS

Fundamental concepts such as time value of money and risk-return relationships in finance are presented in detail. Financial deci-

sions faced by modern business enterprises are analyzed in the framework of financial theories. These decisions include capital budgeting, long-term financing, dividend policy, short-term financial management, and performance evaluations. The course provides a solid foundation that allows students to proceed confidently and successfully to the study of finance in health care financial management or in the core of their M.B.A. program.

\*ACCT 5083 is for MSN/Nursing Administration track students only

### 5303 FINANCIAL POLICY FOR MANAGERS 3 HOURS

Fundamental concepts such as time value of money and risk-return relationships in finance are presented in detail. Financial decisions faced by modern business enterprises are analyzed in the framework of financial theories. These decisions include capital budgeting, long-term financing, dividend policy, short-term financial management, and performance evaluations. Prerequisites: FIN 5023 or FIN 3023 and ACCT 5403.

### 6313 INVESTMENTS MANAGEMENT 3 HOURS

Analysis of capital markets in the U. S., their functions, the participants in the market, and the laws pertaining to participating in those markets. Technical and fundamental investment strategies are examined as are portfolio risk management techniques. Prerequisite: FIN 5303.

### 6323 MONEY AND CAPITAL MARKETS 3 HOURS

Sources, uses, and flow of funds in the money markets and the capital markets are analyzed, with explicit attention to the financial instruments and financial institutions involved. Encompasses an understanding of the processes of money creation and capital formation in an advanced commercial society. Prerequisite: FIN 5303.

### 6333 HEALTH CARE FINANCIAL MANAGEMENT 3 HOURS

A wide range of health care financial management topics are covered, including third-party reimbursement, financial analysis, regulation, legislation, competing public demands, and contemporary health care finance problems. Prerequisite: FIN 5303.

### 6343 CORPORATE FINANCIAL STRATEGIES 3 HOURS

This course involves theory and procedure of finance functions of individual business firms, fund raising, planning, and controlling firm finances from the treasurer's point of view. Prerequisite: FIN 5303.

### 6353 SPECIAL TOPICS IN FINANCE 3 HOURS

Involves individual or small-group research of special topics or current issues in finance. Prerequisite: FIN 5303.

### 6363 INTERNSHIP IN FINANCE 3 HOURS

The internship allows students to gain practical work experience while integrating knowledge and abilities gained in earlier finance courses. The intern must work with the internship coordinator and a faculty member, along with the sponsor for an organization external to the university, to develop an internship proposal. A written research report is required. Prerequisites: completion of all required finance courses, advanced standing in the M.B.A. program, and completion of an approved proposal.

### 6523 MULTINATIONAL CORPORATE FINANCE 3 HOURS

Explores financial policies and practices of companies involved in international operations. Foreign exchange markets, forecasting exchange rate, risks of foreign exchange fluctuation, and hedging techniques are reviewed. Fundraising in international money and capital markets, working with capital management, and invest-

ment practices of multinational firms are considered. Other topics include capital budgeting, financial structure, and cost of capital for multinational corporations. Prerequisites: MGMT 5503 and FIN 5303.

## **INFORMATION TECHNOLOGY (IT)**

### **5603 INFORMATION TECHNOLOGY AND OPERATIONS MANAGEMENT 3 HOURS**

This course seeks to expand student's knowledge of the role of technology in the planning and management of organizations and covers both information technology topics and operations management topics. Students gain understanding of management information systems, decision support systems, expert systems, database management systems, and enterprise systems. These systems facilitate the effective management and control of an organization's operations. Operations management topics include materials requirement planning, enterprise resource planning, quality assurance, supply chain management and decision theory. Prerequisite: ECON 5043 or ECON 2123.

### **6613 SYSTEMS ANALYSIS AND DESIGN 3 HOURS**

This course exposes students to structured systems analysis and design through implementation of the systems development life cycle. Students prepare a comprehensive group case involving systems proposal, cost estimation, interpersonal interviewing techniques, process modeling, data modeling, network modeling, interface design, file and database construction, security concerns, and maintenance issues. Prototyping and rapid development techniques are discussed. Prerequisites: IT 5603 and permission of the instructor.

### **6623 ADVANCED DATABASE MANAGEMENT 3 HOURS**

This course provides students with skills required to develop data structures in order to store organizational memory. The course begins with review of SQL through comprehensive assignments, followed by instruction in Oracle, and then database management and development techniques. Topics include flat file, hierarchic, network and relational database models; data modeling using Logical Data Structures; Structured Query Language; data normalization; storage concerns and data warehousing; and distributed database systems. Upon completion of this course, the student will be able to conceptualize, develop, test, and maintain a complete database system on either microcomputer or mainframe systems. Large blocks of time will be spent in the lab and working directly with the instructor. Prerequisites: IT 6613 and IT 2313 or other programming language and permission of the instructor.

### **6633 STRATEGIC INFORMATION SYSTEMS MANAGEMENT 3 HOURS**

This course examines the use and implementation of information systems for strategic and competitive advantage in an organization. The focus is on analysis of frameworks, which provides students understanding of the elements of competitive advantage from an upper-management perspective. This foundation of frameworks is linked to the organization's information systems through the use of case studies and augmented with real-world examples. Topics include a sampling of Commercial Enterprise Software packages and various implementation methodologies. Students are required to develop a Request For Proposal for the acquisition of an Enterprise Software package and to evaluate multiple alternatives to meet the needs of a case study organization. Prerequisite: IT 5603.

### **6643 ADVANCED NETWORKING 3 HOURS**

This course is a conceptual and technological survey of the structure of distributed information systems architectures, operating

systems, network operating systems, data management systems, application development environments, peripheral technology, and user interfaces. Interoperability between these architectural components is explored and technology and trends in each architectural element are reviewed. Students learn how a network group works in an information technology department within an organization. Student are exposed to home pages, graphics, search engines, and other Internet items. We discuss accomplishing electronic commerce over the Internet and how businesses will evolve with the use of the Internet. Prerequisite: IT 5603.

### **6653 ELECTRONIC COMMERCE 3 HOURS**

Creating a winning e-business provides students with practical ideas on planning and creating an e-business. No previous e-business knowledge or experience is necessary. The course helps students learn about key business elements of planning and starting an e-business from the ground up. Creating a winning e-business takes a practical case-based and hands-on approach to planning and starting an e-business. Numerous e-business examples are used to illustrate important concepts. A specially designed team project is included. Prerequisite: IT 5603.

### **6663 BUSINESS SYSTEMS INTERNSHIP 3 HOURS**

The internship allows students to gain practical work experience while integrating knowledge and abilities gained in earlier information technology courses. The intern must work with the internship coordinator and a faculty member, along with the sponsor for an organization external to the university, to develop an internship proposal. A written research report is required. Prerequisites: completion of all required information technology courses, advanced standing in the M.B.A. program, and completion of an approved proposal.

## **MANAGEMENT (MGMT)**

### **5003 ESSENTIALS OF BUSINESS ENGLISH 3 HOURS**

This course prepares nonnative speakers of English who do not meet the university's English prerequisite with a foundation of language, academic, and cultural skills necessary to successfully enter a program of graduate study in business. Areas of concentration include English business concepts and terminology, business case studies, oral English for business, academic research and related written English skills for graduate business course work, and acculturation in the U. S. business community. This course is the prerequisite for entering the M.B.A. program if English requirements have not been met.

### **5033 ESSENTIAL CONCEPTS IN MANAGEMENT AND MARKETING 3 HOURS**

This course blends the basic principles of management and marketing into an integrated system, placing an emphasis on managerial activities within a dynamic internal and external environment. Management is viewed from a global, long-term perspective with an emphasis on understanding how an organization develops and implements its strategies in today's rapidly changing world. Management topics include analysis of the organization's external and internal environments and how managers are engaged in the creation, planning, implementation, and control of strategies at all levels of the firm. Marketing topics include a basic understanding of core principles of marketing, market segmentation and positioning, consumer and organizational buying, and the marketing mix elements. This course does not fully address each topic area presented, but introduces students to management and marketing concepts and provides general familiarity with each topic area.

**5503 THE WORLD ECONOMY AND INTERNATIONAL BUSINESS 3 HOURS**

A foundation course for understanding the world economy and the international economic forces that affect every activity in the private or public sector of our economy. It provides a comprehensive introduction to international monetary systems, worldwide patterns of trade and investment, international money and capital markets, balance of payments issues, and an overview of financial, managerial, marketing, and strategic planning problems confronted by multinational finance. The determinants of trade and foreign investment are discussed, and international institutions that regulate trade and capital flows are surveyed.

**5703 LEGAL AND ETHICAL ENVIRONMENT OF BUSINESS 3 HOURS**

This course examines areas of law and ethics that relate to the contemporary business environment. Areas of study include contracts, torts, white collar crime, product liability, anti-competitive practices, consumer protection, employment practices, business organizations, and the legal and ethical responsibilities of business managers.

**5713 ORGANIZATIONAL AND MANAGERIAL PROCESSES 3 HOURS**

This course enhances the student's ability to manage organizations and their members. The primary objective is to increase understanding of organizational behavior theory, research and practice at the individual, intragroup, and intergroup levels. Topics covered in the first module include individual differences; values, attitudes, and the perceptual process; motivation theories; and learning and reinforcement theories. Module two includes interpersonal communication, group behavior, leadership, decision-making, power and politics, and conflict and negotiation. The third module comprises organizational structure and design, organizational culture, and organizational change and development. Prerequisite: MGMT 5033 or MGMT 3123.

**6543 GLOBAL COMPETITIVE STRATEGY AND ADMINISTRATIVE POLICY 3 HOURS**

Examines issues and problems arising in managing an international business, emphasizing decisions facing top managers in multinational corporations. The case material focuses on issues such as global strategy, long-range planning, preparation and evaluation of foreign direct investment proposals, entry and ownership strategies, financing decisions, control of global operations, organization and human resource management. Prerequisites: MGMT 5503 and advanced standing in the M.B.A. program. This is the capstone course and must be taken in the semester that the student is graduating.

**6551-3 SEMINAR IN INTERNATIONAL BUSINESS 1-3 HOURS**

Advanced topics, current problems, and results of recent research in international business are discussed in detail. Topic areas are assigned to students, each of whom acts as discussion leader. Faculty members from other universities and leaders from business or government are invited to speak at the seminar. The focus of the seminar may vary in different semesters. Topics are announced in advance. Each offering is identified in the current schedule and on the student's transcript. Prerequisites: permission of the instructor and advanced standing in the M.B.A. program.

**6563 SPECIAL TOPICS IN INTERNATIONAL BUSINESS 3 HOURS**

Involves individual or small-group research of special topics in international business selected by students with approval of the instructor and chair of the international business program. The

objective of this course is to allow students to develop expertise in a region of the world or a certain industry. It may also aim to develop in-depth expertise about a specific topic in a functional area. Written research report required. Prerequisites: M.B.A. core courses, FIN 6523 or MKTG 6513.

**6573 INTERNATIONAL BUSINESS INTERNSHIP 3 HOURS**

The internship allows students to gain practical work experience while integrating knowledge and abilities gained in earlier management courses. The intern must work with the internship coordinator and a faculty member, along with the sponsor for an organization external to the university, to develop an internship proposal. A written research report is required. Prerequisites: completion of all required management courses, advanced standing in the M.B.A. program, and completion of an approved proposal.

**6723 MEDICAL LAW AND REGULATIONS 3 HOURS**

Medical laws and regulations pertaining to the obligations and liabilities of health and health care institutions, health agencies, and practitioners. Some case study analysis is performed by students.

**6733 STRATEGY, POLICY, STANDARDS, AND QUALITY ASSURANCE FOR HEALTHCARE EXECUTIVES 3 HOURS**

A leadership course especially designed for healthcare executive students. The focus of the course is on competitive strategic planning, strategic leadership, policy and standard setting, and quality improvement relative to healthcare organizations.

**6753 SPECIAL TOPICS IN MANAGEMENT 3 HOURS**

Study of current topics in business and management.

**6761 MEDICAL TERMINOLOGY 1 HOUR**

A course designed to increase students' medical terminology vocabulary, thus improving their ability to communicate effectively with medical, nursing, and paramedical professionals.

**6813 STRATEGIC HUMAN RESOURCES MANAGEMENT 3 HOURS**

An examination of the overall role and functions of human resource management in relation to an organization's strategic planning process. Emphasis is on human resource issues of strategic importance to an organization's top management. Course focuses on the broader issues of human resource management policy, practice, and trends. Prerequisite: MGMT 5713. (spring)

**6823 EMPLOYMENT, PLACEMENT, AND PERSONNEL PLANNING 3 HOURS**

A review of the basic elements of employee performance, with analysis of the factors involved in employment, placement, and personnel planning. This course blends theory and practice so the student may better understand the policies and procedures required for recruitment selection and personnel planning. Prerequisite: MGMT 6813. (fall, odd)

**6833 COMPENSATION AND MOTIVATION THEORY 3 HOURS**

An interdisciplinary course designed to study the theories, practices, and techniques involved in developing and implementing total compensation programs for public and private organizations. The relationship of motivation theory to compensation theory is emphasized in an effort to develop the optimum package for employee productivity and satisfaction and organizational costs. Topics include compensation theory, conceptual framework for job satisfaction, job design, relationship of incentive compensation packages, and international compensation. Prerequisite: MGMT 6813. (spring, even)

**6843 TRAINING AND DEVELOPMENT  
IN ORGANIZATIONS 3 HOURS**

This course acquaints students with aspects of learning in organizations. Begins by discussing organizational learning and then focuses more narrowly on specific ways in which learning is achieved through the training and development functions. Topics include how learning is linked to organizational strategy, how to determine that training is needed, issues regarding the design of training programs, current training techniques, evaluation strategies, and management development practices. Prerequisite: MGMT 6813. (fall, odd)

**6853 GLOBAL HUMAN RESOURCE  
MANAGEMENT 3 HOURS**

This course provides students with knowledge of human resources in the global environment and includes course work in strategic human resource management, organizational effectiveness and employee development, global staffing, global compensation and benefits, international assignment management, and international employee relations and regulations. Among other text materials, this course uses materials prepared by the Society for Human Resource Management (SHRM) to prepare students for the Global Professional in Human Resources (GPHR) certification examination administered by the Human Resources Certification Institute (HRCI). Those who pass this examination are entitled to use the GPHR designation as a part of their title. Prerequisite: MGMT 6813. (spring, even)

## MARKETING (MKTG)

**5103 STRATEGIC MARKETING  
DECISIONS 3 HOURS**

This course is concerned with crafting marketing strategies and making marketing decisions. At the end of the course, students should be able to structure and solve rather complex marketing problems. Faced with a business situation, students learn to sort through the myriad facts and data, structure a decision framework of relevant information, and develop a strategy that is comprehensive, detailed, and workable. Students learn to communicate their strategies both in writing and orally. The course relies not only on the decision tools of marketing (concepts, theories, analytical methods, etc.), but also on decision tools from other areas such as statistics, accounting, finance, economics, psychology, and communications. Prerequisite: MGMT 5033 or MKTG 3013.

**6113 BUYER BEHAVIOR 3 HOURS**

Marketing begins and ends with consumers, from determining consumer needs to providing consumer satisfaction. A clear understanding of consumers is therefore critical in successfully managing the market function in any organization. This course introduces students to the study of consumer behavior. In many cases, the perspective is that of a marketing manager who needs an understanding of consumer behavior in order to develop and implement effective marketing strategies. The goal of the course is to provide students with the concepts, frameworks, and tools needed to understand consumption-related behaviors and to evaluate marketing strategies intended to influence those behaviors. Prerequisite: MKTG 5103. (spring, even)

**6123 SERVICES MARKETING 3 HOURS**

Designed for students with career interests in services industries as well as in goods industries with high service components. The course focuses on the unique challenges of managing services and delivering quality service to customers. Course content includes understanding and managing customer expectation and evaluations of services, designing services that meet or exceed

customer expectation, managing the effective delivery of services, and communicating realistic and effective services promises to customers. Prerequisite: MKTG 5103. (spring, odd)

**6133 MARKETING RESEARCH  
AND ANALYSIS 3 HOURS**

A study of the collection, analysis, and reporting of marketing information needed for management decisions. Emphasis is on research procedure and techniques. This course provides students with a broad introduction to the marketing research process and hands-on elementary understanding of how marketing research activities are implemented by professional marketing researchers. Upon completion of this course, students will know the language of marketing research and understand the steps necessary to develop valid and reliable marketing research study to analyze consumers, competition, and various marketing opportunities. Prerequisite: MKTG 5103. (spring)

**6143 MARKETING OF HEALTH SERVICES 3 HOURS**

An overview of health services marketing including the following: organizing for marketing; psychographic, demographic, and epidemiological analysis of the market; analysis of the product, price, place, and promotion; competitor analysis; market opportunity and demand for forecasting; and market strategy. Prerequisite: MKTG 5103. (fall)

**6153 SPECIAL TOPICS IN MARKETING 3 HOURS**

Involves individual or small-group research of special topics or current issues in marketing. Prerequisite: MKTG 5103. (TBA)

**6163 INTERNSHIP IN MARKETING 3 HOURS**

The internship allows students to gain practical work experience while integrating knowledge and abilities gained in earlier marketing courses. The intern must work with the internship coordinator and a faculty member, along with the sponsor for an organization external to the university, to develop an internship proposal. A written research report is required. Prerequisites: completion of all required marketing courses, advanced standing in the M.B.A. program, and completion of an approved proposal.

**6173 SALES FORCE LEADERSHIP 3 HOURS**

This course deals with the responsibilities and decisions confronting today's sales manager in the context of the theory, principles, and practice of sales force leadership for manufacturing, wholesaling, and service enterprises. The comprehensive discussion topics include selling strategies, organizing the selling unit, territory analysis and planning, recruiting and selection, coaching and training, motivating achievement, forecasting and quotas, assessing performance, and compensating and rewarding the sales force. Experiential projects, case study, role-playing, and professional speakers enhance the learning experience. Prerequisite: MKTG 5103.

**6183 SUPPLY AND VALUE  
CHAIN ANALYSIS 3 HOURS**

This advanced course studies the managerial decisions and strategies required in designing and managing complex global supply chains. Leading-edge concepts, techniques, and frameworks for better supply chain performance are discussed, with the major content of the course inclusive of three modules: supply chain process integration, supply chain decision making based on analysis of company and industry-level metrics, and the use of supply chain technology to augment decision-making capability. A variety of instructional tools including lectures, case discussions, guest speakers, games, videos, and group presentations are employed. Prerequisite: MKTG 5103. (fall)

**6513 MULTINATIONAL MARKETING MANAGEMENT 3 HOURS**

A study of the scope, challenges, and strategies of international marketing. The structures of multinational markets, including economic factors, foreign cultures, nationalism, and government regulations, are covered. Emphasis is on foreign market research, international distribution channels, international product policy, international promotion, and pricing policy. Marketing problems arising from differing degrees of foreign involvement such as exporting, licensing, and establishing foreign subsidiaries are examined. Prerequisites: MGMT 5503 and MKTG 5103.

## PROJECT MANAGEMENT (PMGT)

**5923 PROJECT MANAGEMENT PROFESSIONAL 3 HOURS**

This course is designed to prepare the student for the Certified Project Management Professional (PMP®) Examination with a rigorous review of Project Management best practices that include guidance of those knowledge and experience areas required. The course will cover the standards used in conjunction with the Guide to Project Management Body of Knowledge (PMBOK® Guide). Students who are already PMP certified may apply to have this course waived.

**5933 ADVANCED TOPICS IN PROJECT MANAGEMENT 3 HOURS**

This course examines current topics in the project management field and provides a comprehensive review of the Project Management Body of Knowledge (PMBOK®). Several of the PM knowledge areas are studied in greater detail than what is allowed in the traditional PM certification course. Topic areas may include project planning and scheduling, risk management, resource procurement, management and quality control, international project management, managing multiple projects and other advanced topics of study included in the PgMP certification. Prerequisites: PMGT 5923 or PMP certification.

**6943 PROJECT MANAGEMENT CAPSTONE AND SIMULATION 3 HOURS**

This course, which is intended to be taken as the last course, focuses on reviewing, consolidating and applying all the key disciplines that have previously been taught throughout the MBA and PM courses. The Capstone course develops an integrated and applied understanding of overall program and project management practices and techniques. Prerequisites: All other MBA core classes and PMGT 5923 or PMP certification and PGMT 5933.

## ANN LACY SCHOOL OF AMERICAN DANCE AND ARTS MANAGEMENT

### ARTS MANAGEMENT (AMGT)

**5383 DANCE PRODUCTION 3 HOURS**

A study of audio, visual, and computer technology used within the modern dance studio, dance school or academy, or collegiate dance program to support instruction and performances. Entertainment technology terminology and communication will be emphasized. M.F.A. in dance students only.

**5393 DANCE ACADEMY MANAGEMENT 3 HOURS**

This course focuses on establishing, building, and operating a successful university or performing arts company-based academy. All aspects of studio management are covered, including site location; physical plant requirements; classes to be offered; development of teaching staff; promotion; office management; and production

of recitals, tours, and concerts. The student develops a complete business plan portfolio for a dance academy affiliated with a professional performing arts company or university based on research and synthesis of course related materials. M.F.A. in dance students only.

**5713 MANAGEMENT OF NONPROFIT DANCE ORGANIZATIONS 3 HOURS**

An introduction to the management of nonprofit dance organizations from the perspective of the management and artistic leadership, the course covers organizational structure, boards of directors, staffing, budgeting, finance, marketing, fundraising, operations, and artistic administration. M.F.A. in dance students only.

**5742 CONTRACTS AND MANAGEMENT FOR PERFORMERS 2 HOURS**

For the student planning a professional performance career, this course is designed to provide basic but important information about contract law for performers, organizational structures in the performing arts, performing arts unions, artist agents and managers, unemployment insurance, and workers' compensation. M.F.A. in dance or as required by graduate degrees.

## DANCE (DANC)

**5091 PARTNERING 1 HOUR**

The study of finely balanced maneuvers performed by a female dancer with the assistance of a male partner. This class is offered both for the classical ballet technique and for the music theater stage. Open to students with dance degree requirements only.

**5111, 5311, 5511 BASIC MOVEMENT: BALLET, JAZZ, TAP 1, 1, 1 HOUR**

Introductory courses to ballet, jazz, or tap technique for the beginner. Dance department permission required.

**5211, 5411, 5611 BEYOND BASIC MOVEMENT: BALLET, JAZZ, TAP 1, 1, 1 HOUR**

Prerequisite: The Basic Movement class in the same technique. Dance department permission required.

**5191 POINTE 1 HOUR**

Pointe technique taught with specific attention to uses in American music theater dance sequences. Open to students with dance requirements only.

**5193 BALLET A 3 HOURS**

Leveled technique classes concerned with ballet especially as it relates to the American musical theater stage. Classes are taught as movement labs and include academic assignments. Prerequisite: Leveling and approval by the dance department.

**5283 CHOREOGRAPHY I 3 HOURS**

Choreography I is an in-depth study of theory and fundamentals of choreography and composition in all dance forms. Students are presented with a wide variety of choreographic challenges requiring attention to issues including style, casting, music, audience, and ethnic/cultural influences. Students research choreographic theory and create choreographic exercises building in complexity. M.F.A. students only.

**5293 BALLET B 3 HOURS**

Leveled technique classes concerned with ballet, especially as it relates to the American music theatre stage. Classes are taught as movement labs and include academic assignments. Prerequisites: Leveling and approval by the dance department.



**5391-2 JAZZ A 1-2 HOURS**  
Leveled courses designed to familiarize students with the styles and innovations of twentieth-century American jazz dance. Prerequisite: Leveling and approval of the dance department.

**5422 TEACHING DANCE – BALLET 2 HOURS**  
This course prepares students to be professional teachers of ballet through the theoretical research and study of ballet pedagogy and the application of best teaching practices. M.F.A. students only.

**5483 CHOREOGRAPHY II 3 HOURS**  
Choreography II is a continuation of work begun in Choreography I with increasing focus on choreographing within a workshop environment for dancers of varying ages and abilities. Students compare and contrast styles and choreographic processes related to age and ability factors. Students analyze and critique their own choreographic exercises and the work of peers and professional choreographers. Prerequisite: DANC 5283. M.F.A. students only.

**5491-2 JAZZ B 1-2 HOURS**  
Leveled courses designed to familiarize students with the styles and innovations of twentieth-century American jazz dance. Prerequisite: leveling and approval of the dance department.

**5522 TEACHING DANCE – JAZZ 2 HOURS**  
This course prepares students to be professional teachers of jazz through the theoretical research and study of jazz pedagogy and the application of best teaching practices. M.F.A. students only.

**5591 TAP A 1 HOUR**  
Leveled courses using the techniques and terminology of tap steps, combinations, and dances as used in music theater. Prerequisite: Leveling and approval by dance department.

**5551 TAP B 1 HOUR**  
Leveled courses using the techniques and terminology of tap steps, combinations, and dances as used in music theater. Prerequisite: Leveling and approval of the dance department.

**5613 RESEARCH AND WRITING FOR DANCE 3 HOURS**  
This course focuses on dance research and scholarly writing. The student will explore multiple research methodologies used on the collegiate level to prepare students to succeed in graduate school and in the professional world. This course prepares graduate students for the challenges of scholarly research and reflective writing required for both the research-based thesis and the performance-based thesis project. Students will develop work products related to proposal composition, scholarly publication, dramaturgical elements, and professional networking through oral and written word.

**5623 HISTORY OF DANCE 3 HOURS**  
This course focuses on primitive dance through ballet and modern. The student examines the impact of economic, social, cultural, and historic forces on these dance forms, and traces the evolution of dance. Students produce an extensive research project based on a specific dance form. M.F.A. students only.

**5633 HISTORY OF AMERICAN DANCE 3 HOURS**  
This course focuses on the development of American music theater dance, tap, and jazz. The student examines the impact of economic, social, cultural, and historic forces on these dance forms. Students produce an extensive research project comparing and contrasting the evolutionary stages of one or more dance forms. Prerequisite: DANC 5623. M.F.A. students only.

**5642 HISTORY OF TEACHING DANCE 2 HOURS**  
This course focuses on the evolution of teaching ballet, tap, jazz, and music theater dance. The student researches historical figures in the evolution of dance pedagogy, traces changes in teaching theories and practices, and compares and contrasts current dances teachers with those of the past. Students produce an extensive research project examining historical teaching theories. Prerequisites: DANC 5633. M.F.A. students only.

**5722 TEACHING DANCE – TAP 2 HOURS**  
This course prepares students to be professional teachers of tap through the theoretical research and study of tap pedagogy and the application of best teaching practices. M.F.A. students only.

**5991 THEATER DANCE 1 HOUR**  
This course is designed to expose the dancer to the dynamic style pieces used in music theater choreography. One section focuses on rhythm tap and tap improvisation.

**6991 GRADUATE THESIS PREPARATION 1 HOUR**  
Planning course taken the semester before the Graduate Thesis production course. Students work with faculty advisory committee to develop and plan the graduate thesis production. M.F.A. students only.

**6993 GRADUATE THESIS 3 HOURS**  
**Option One:** The thesis synthesizes all M.F.A. in dance goals: technical dance proficiency, choreographic proficiency, teaching proficiency, and application of arts management knowledge. The student produces an approximately thirty-minute thesis production with original choreography. The student is responsible for casting, setting dances, rehearsing and teaching the cast, spacing and blocking dances, costuming the dancers, and developing everything required for creative aspects of the production. Each student is required to keep a journal of the creative and production process and to provide an analysis/evaluation of the process and of problems encountered, solutions developed, and possible alternatives for handling future dance productions. Journals should reflect application of theoretical research into dance history, choreography, pedagogy, and arts management.

**Option Two:** The research option produces an extensive thesis paper and public presentation related to tap, jazz, and/or musical theater dance. Thesis topics must be approved by the graduate committee and build upon the research and knowledge gained through the M.F.A. dance history and dance pedagogy courses.

## BASS SCHOOL OF MUSIC

### MASTER OF MUSIC DICTION (DICT)

**5252 ADVANCED ENGLISH DICTION 2 HOURS**  
In-depth study of lyric English diction, including various theories for approaching the singing of English in opera, art song, and musical theater. Dialect variations are introduced.

**5352 ADVANCED GERMAN DICTION 2 HOURS**  
In-depth study of German diction. (spring, odd)

**5452 ADVANCED ITALIAN AND SPANISH DICTION 2 HOURS**  
In-depth study of lyric Italian and Spanish diction, including dialects.

**5652 ADVANCED FRENCH DICTION 2 HOURS**  
In-depth study of French diction. (fall, even)

## OPERA AND MUSIC THEATER (OMT)

### 5223 MUSIC THEATER ANALYSIS 3 HOURS

In-depth study of literary and other source materials of musical theater composition and those compositions. (TBA)

### 5382 ACTING OPERA AND MUSIC THEATER III—IMPROVISATION 2 HOURS

A course exploring current techniques of improvisation as an aid to character development and for nonscripted storytelling. The course deals with techniques in game theory, group expression, musical/vocal improvisation, physicalization and improvisational theory, play making, pantomime, ongoing drama, story dramatization and role playing. Prerequisite: permission of director of opera/music theater.

### 5482 ACTING: OPERA & MUSIC THEATER IV—ADVANCED ACTING 2 HOURS

This course will continue acting training with special emphasis on the analysis and preparation of contemporary scenes and monologues. The course draws on a variety of approaches including Stanislavsky, Meisner, and the Viewpoints approach of Anne Bogart and Tina Landau. Students apply class exercises and analysis to scenes and monologues. Prerequisite: permission of director of opera/music theater.

### 5582 ACTING OPERA AND MUSIC THEATER V—PERIOD MOVEMENT, BODY AND IDENTITY 2 HOURS

This course provides students with an approach to advanced physical skills and movement as they relate to period music, period clothing, period styles of movement, and period awareness of the character profile. Students are introduced to a variety of techniques concerned with ideal posture for performance function. Prerequisite: permission of director of opera/music theater.

### 5682 ACTING OPERA AND MUSIC THEATER VI—PHYSICAL SKILLS 2 HOURS

This is an introductory course to physical skills used in theater. The course introduces students to the fundamentals of stage combat, basic punches, falls, knife, sword, staff work and movement with music. Students also receive instruction in clown art: juggling and magic. Prerequisite: permission of director of opera/music theater.

### 5882 OPERA/MUSICAL THEATER COACHING PROJECT 2 HOURS

This course, along with the Recital/Paper, represents the culmination of the Master of Music in vocal coaching. The work in this course, which involves serving as musical director for a production of opera or musical theater, is done with the major teacher and with the approval of the student's graduate committee.

## MUSIC ENSEMBLE (MUEN)

### 5061 GRADUATE SYMPHONY ORCHESTRA 1 HOUR

By audition

### 5161 GRADUATE WIND PHILHARMONIC 1 HOUR

By audition

### 5261 GRADUATE JAZZ ARTS ENSEMBLE 1 HOUR

By audition

### 5261 CHAMBER MUSIC ENSEMBLE 1 HOUR

Chamber music ensembles for piano, string, percussion and wind instruments

### 5461 GRADUATE UNIVERSITY SINGERS 1 HOUR

Large Mixed Choir, by audition

### 5661 MUSIC THEATRE WORKSHOP 1 HOUR

This course addresses the particular challenges of the singing-acting process through group exercises and the preparation and presentation of musical theater songs and scenes. Emphasis is on expanding the performers' expressive capacity. Methods of lyric, song, and scene analysis are applied to musical theater literature.

### 5761 GRADUATE CHAMBER CHOIR 1 HOUR

By audition

## THEORY, COMPOSITION AND LITERATURE (MUS)

### 5013 COMPOSITION I 3 HOURS

An advanced and comprehensive study of composition in a variety of media. Composition major or permission of instructor

### 5023 OPERA HISTORY II (1850-PRESENT) 3 HOURS

This course is a chronological study of opera, focusing on major operatic centers of development, significant composers, their music, and great singers, including recording and video excerpts. (spring)

### 5033 ADVANCED VOCAL PEDAGOGY 3 HOURS

An in-depth study of the vocal instrument, including vocal anatomy, vocal acoustics and vocal function. Particular attention is paid to solving vocal problems, correcting misuse of the voice, and communicating accurately and efficiently about vocal technique. Prerequisite: MUED 3431 or permission of the instructor. (Offered on demand)

### 5073 RECITAL/PAPER 3 HOURS

This course represents the culmination of the Master of Music degree. The work in this course is done with the major teacher and with the approval of the student's graduate committee.

### 5102 MUSIC RESEARCH & WRITING 2 HOURS

The development of specific skills and techniques for accomplishing research for a thesis project or paper. (fall)

### 5113 THEORY IN PERSPECTIVE 3 HOURS

A survey of the evolution of music through an examination of musical changes as they become evident, with an emphasis on styles and compositional techniques. (fall)

### 5123 COLLEGIUM MUSICUM 3 HOURS

The study of music by means of research, preparation, and performance of certain compositions, both instrumental and vocal. Attention is focused on the styles, forms, and performance practices of the different periods of music. (fall)

### 5133 NINETEENTH-CENTURY ANALYSIS 3 HOURS

This course covers the major genres of nineteenth-century music, including, but not limited, to symphony, art song, opera, solo concerto, solo sonata, chamber music, piano character pieces, and tone poem. Any one genre may be privileged more than others during a given semester.

**5143 SCORE READING AND ANALYSIS 3 HOURS**

The course is designed to explore score reading and analysis techniques through score study, listening, lecture, and class discussion as they relate to musical interpretation.

**5173 COMPOSITION II 3 HOURS**

An advanced and comprehensive study of composition in a variety of media. Composition major or permission of instructor.

**5212, 5312 COMPOSITION 2, 2 HOURS**

An elective course in composition. (Offered on demand)

**5213 TWENTIETH-CENTURY MUSIC, STYLE, AND STRUCTURE 3 HOURS**

A study of twentieth-century pitch organization, rhythm, form, media, techniques, and systems. (spring)

**5223 CHORAL LITERATURE SEMINAR 3 HOURS**

(Offered on demand)

**5262, 5362 OPERA STUDIO 2, 2 HOURS**

This course addresses the particular challenges of the singing-acting process through group exercises and the preparation and presentation of opera arias and scenes. Emphasis is on expanding the performers' expressive capacity. Methods of role preparation and scene analysis are applied to arias and opera scenes.

**5313 COMPOSITION 3 HOURS**

Study of theory and techniques of composition. Original compositions employing these techniques. (fall)

**5323 OPERA HISTORY I (1600-1850) 3 HOURS**

This course is a chronological study of opera, focusing on major operatic centers of development, significant composers, their music, and great singers, including recording and video excerpts. (fall)

**5413 EIGHTEENTH-CENTURY COUNTERPOINT 3 HOURS**

A specialized approach to the contrapuntal techniques of the eighteenth-century culminating with the writing of two-part inventions and three-voice fugues. (spring)

**5422 VOCAL LITERATURE SEMINAR I: GERMAN LIEDER 2 HOURS**

A survey of German solo song literature with representative composers and poets presented in a historical, musical, and literary context.

**5423 VOCAL LITERATURE SEMINAR 3 HOURS**

A survey of solo song literature, with representative composers and poets presented in a historical, musical, and literary context, and with particular emphasis on the nineteenth-century German lied and French melodie. (spring)

**5513 ORCHESTRATION 3 HOURS**

The study of idiomatic writing for the instruments of the orchestra. Arranging of short compositions for small ensembles of varying instrumentation. (fall)

**5572 KEYBOARD SKILLS (AMR) 2 HOURS**

Students become equipped with keyboard skills used in many everyday situations as a keyboardist—either as an organist, pianist, or harpsichordist.

**5532 VOCAL LITERATURE SEMINAR II: FRENCH MÉLODIES 2 HOURS**

A survey of French solo song literature with representative composers and poets presented in a historical, musical, and literary context.

**5583 MUSIC THEATER LITERATURE SEMINAR 3 HOURS**

A survey of the history and literature of operetta and musical comedy, with emphasis on the influence of each form upon the others. (fall)

**5613 COMPOSITION III 3 HOURS**

An advanced and comprehensive study of composition in a variety of media. Composition major or permission of instructor.

**5623 ORCHESTRAL LITERATURE SEMINAR 3 HOURS**

A study of representative symphonic and chamber literature by means of analysis and discussion of form, style, and instrumentation. (spring)

**5632 VOCAL LITERATURE SEMINAR III: ITALIAN AND SPANISH SONG 2 HOURS**

A study of representative symphonic and chamber literature by means of analysis and discussion of form, style, and instrumentation. (spring)

**5723 ORGAN LITERATURE SEMINAR 3 HOURS**

A specialized study of music for the organ from early periods into the twentieth century. (Offered on demand)

**5732 VOCAL LITERATURE SEMINAR IV: SONGS IN ENGLISH 2 HOURS**

A survey of English-language solo song literature with representative composers and poets presented in a historical, musical, and literary context.

**5823 KEYBOARD LITERATURE SEMINAR 3 HOURS**

(Offered on demand)

**5913 COMPOSITION IV 3 HOURS**

An advanced and comprehensive study of composition in a variety of media. Composition major or permission of instructor.

**6023 GUITAR LITERATURE SEMINAR 3 HOURS**

(Offered on demand)

**CONDUCTING (MUS)****5142 CONDUCTING SEMINAR I 2 HOURS**

Advanced conducting and score reading techniques. Prerequisite: permission of the instructor. (Offered on demand)

**5242 CONDUCTING SEMINAR II 2 HOURS**

Prerequisite: 5142 or permission of the instructor. (Offered on demand)

**5342 CONDUCTING SEMINAR III 2 HOURS**

Prerequisite: 5242 or permission of the instructor. (Offered on demand)

**5542 CONDUCTING SEMINAR IV 2 HOURS**

Prerequisite: 5342 or permission of the instructor. (Offered on demand)

# SCHOOL OF THEATRE

## MASTER OF ARTS IN THEATRE FOR YOUNG AUDIENCES (MACT)

### 6013 CHILDREN'S THEATER 3 HOURS

As the arts are now a required part of the core curriculum and artists, educators, and church and community leaders alike are required to provide quality theatrical experiences for young people (ages five to eighteen), majors and nonmajors are introduced to the theory, criticism, and techniques applicable to theatre for young audiences. Students engage in play reading and the study of child development, children's literature, and learning theory as they specifically relate to theatre for young audiences. (fall)

### 6102 HISTORY OF THEATER FOR YOUNG AUDIENCES, CREATIVE DRAMA, AND THEATER-IN-EDUCATION 2 HOURS

A study of the history, theory, and criticism of theatre for young audiences, creative drama and theatre-in-education through play reading, script study, and investigation. Prerequisites: MACT 6013 and 6113. (spring)

### 6113 CREATIVE DRAMA I 3 HOURS

Creative drama is a process appropriate for all ages (from young children to senior citizens) and in a variety of situations (from the K-12 classroom, youth groups, and therapy to theatre). Majors and nonmajors learn to design, lead, and implement creative drama in a variety of aims, including, but not limited to, its documented potential to help students achieve educational goals (especially in reading, writing, math, language development, and the arts); develop creativity, engagement, and persistence; enhance understanding of self and others; prepare students for jobs; and prepare participants for theatrical endeavors. (spring)

### 6212 CREATIVE DRAMA II 2 HOURS

Advanced study of creative drama, including the design and leading of creative drama activities with young people in workshop classes that meet on campus. Prerequisite: MACT 6113. (fall)

### 6313 ACTING AND DIRECTING FOR THEATRE FOR YOUNG AUDIENCES 3 HOURS

Students explore and apply theory, criteria, skills, and techniques that are both appropriate and will raise standards in the areas of acting and directing for theatre for young audiences. (fall)

### 6951-6 DIRECTED READINGS 1-6 HOURS

These courses are designed for special projects and individual instruction as required by the student's curriculum. (Offered on demand)

### 6963 SPECIAL TOPICS IN CHILDREN'S THEATRE 3 HOURS

Revolving course content. (Offered on demand)

### 6971-4 THEATRE PERFORMANCE PRACTICUM 1-4 HOURS

Credit hours may be earned for participation in Oklahoma City University theatre productions. (Offered on demand)

### 6983 GRADUATE PROJECT/PAPER OR THESIS 3 HOURS

Graduate students are required to present a proposal, secure approval of the School of Theatre, and undertake a project and a corresponding written component or write a master's thesis.

**6991-4 INDEPENDENT STUDIES 1 HOUR**  
Individual project for graduate students in theatre for young audiences. (Offered on demand)

## MASTER OF ARTS IN THEATRE (MATR)

**5013 PLAY STRUCTURE 3 HOURS**  
Structural analysis of American and European plays at the graduate level for directors, designers, and teachers.

**5113 RESEARCH AND WRITING FOR THEATRE 3 HOURS**  
Introduces graduate students in theatre to the basic skills in academic research and writing, concentrating on the tools, resources, and objectives particular to the field of theatre studies and performance. (fall)

**5161 GRADUATE SEMINAR 1 HOUR**  
A course that introduces graduate theatre students to the differences between undergraduate and graduate expectations in the discipline and explores the possibilities for inquiry and research or research and performance so as to choose an appropriate master's thesis topic or project. (fall)

**5213 HISTORY OF THE THEATRE 3 HOURS**  
The development of traditional Western theatre from the Greeks to the twentieth century, with detailed study of representative plays. (spring, even)

**5313 MULTICULTURAL THEATRE 3 HOURS**  
An examination of nontraditional theatre forms including Asian, ethnic-American, and postmodern theatre, with a detailed study of representative plays. (spring, odd)

**5314 AUDITION TECHNIQUES 4 HOURS**  
Students prepare résumés, research résumé pictures, and prepare a variety of monologues culminating in an audition video. (fall, even)

**5321 BEGINNING FENCING 1 HOUR**

**5413 THEORY AND CRITICISM 3 HOURS**  
This seminar looks at the relationships between dramatic criticism and writing and theatrical practice, especially the impact of contemporary literary and dramatic theory on twentieth-century theatrical modes. (spring)

**5421 INTERMEDIATE FENCING 1 HOUR**

**5503 SHAKESPEARE 3 HOURS**

**5513 ISSUES IN EDUCATIONAL THEATRE 3 HOURS**  
An exploration of theatre-specific issues (including but not limited to acting, coaching, acting pedagogy, adjudication, arts education mandates, contemporary issues in the arts, and theatre promotion) to prepare students for participation in educational theatre in primary, secondary, higher education, and professional theatre. Includes educational outreach, missions, programs, and theatre for young audiences components.

**5523 MOVEMENT FOR THE STAGE 3 HOURS**  
Development of movement skills and physical characterization for advanced acting students. (spring, even)

**5524 STYLES OF ACTING 4 HOURS**  
Specialized skills and techniques for acting in period plays, including Greek tragedy, Restoration comedy, and Shakespeare. (spring, odd)

**5613 DIRECTING I 3 HOURS**  
Beginning study and practice in play direction, including play analysis, blocking, communications skills, and working with actors. (fall)

**5713 DIRECTING II 3 HOURS**  
Advanced study of play directing, including how to choose an appropriate one-act play script for production, how to secure permission to stage a play, rehearsal organization, actor and designer communication, marketing, publicity, how to maintain a production account, front-of-house responsibilities, the directing of a one-act play, and postproduction responsibilities. (spring, odd)

**5813 MODERN DRAMA 3 HOURS**

**6413 ADVANCED ORAL INTERPRETATION 3 HOURS**  
Directed studies in theory, analysis, and performance of prose, poetry, and drama by an individual. (fall, odd)

**6713 ON-CAMERA ACTING 3 HOURS**  
An introduction to the basic principles of professional on-camera acting for film and television.

**6813 ADVANCED ON-CAMERA ACTING 3 HOURS**  
Advanced on-camera acting for film and television, concentrating on scene study.

**6903 RELIGIOUS DRAMA 3 HOURS**  
This course, after discussions of the nature of the relationship between religion and drama, traces the development of religious drama from its beginning in Greece to the present day, focusing on a survey of uses of drama in contemporary religious practice and consideration of religious themes in modern drama. (fall, even)

**6963 SPECIAL TOPICS 3 HOURS**  
Revolving course content. (Offered on demand)

**6951-6 DIRECTED READINGS 1-6 HOURS**  
These courses are designed for special projects and individual instruction as required by the student's curriculum. (Offered on demand)

**6971-4 THEATRE PERFORMANCE PRACTICUM 1-4 HOURS**  
Credit hours may be earned for participation in Oklahoma City University theatre productions. (Offered on demand)

**6983 GRADUATE PROJECT/PAPER OR THESIS 3 HOURS**  
Graduate students are required to present a proposal, secure approval of the School of Theatre, and undertake a project and a corresponding written component or write a master's thesis.

**6991-4 INDEPENDENT STUDIES 1-4 HOURS**  
Individual projects for graduate students in theatre. (Offered on demand)

## **MASTER OF ARTS IN TECHNICAL THEATRE (MATT)**

**5123 FIGURE DRAWING 3 HOURS**

**5223 WATERCOLOR 3 HOURS**

**5363 TECHNICAL PROBLEMS 3 HOURS**  
A study of advanced scenographic techniques and selected technical problems. (Offered on demand)

**5541 MAKE-UP LAB 1 HOUR**  
This class acquaints students with the proper tools and procedures for applying stage make-up for both small and large stages. (fall)

**5573 APPLIED SCENE DESIGN 3 HOURS**  
Advanced techniques and individual practice in scene design. (Offered on demand)

**5623 PAINTING 3 HOURS**

**5641 TV/FILM MAKE-UP LAB 1 HOUR**  
The purpose of this class is to acquaint students with the proper tools and procedures for the application of make-up for on-camera use. (spring)

**5673 APPLIED LIGHTING DESIGN 3 HOURS**  
Advanced techniques and individual practice in lighting design. (Offered on demand)

**5762 SPECIAL DESIGN PROJECTS 2 HOURS**  
See academic advisor for requirements. This course may be repeated twice with different content. (Offered on demand)

**6513 HISTORY OF COSTUME 3 HOURS**  
This class is an overview of history dealing with climate, architecture, customs, vocations, clothing/costume terms of each period, and plays/musicals/operas that fit into each historical period. (fall)

**6573 COSTUME PATTERN DRAFTING, CUTTING, AND CONSTRUCTION 3 HOURS**  
This course shows students how to develop and approach pattern drafting and teaches the more complicated method of drafting, draping and cutting costume patterns. It is for advanced costume design students. (spring, even)

**6643 ADVANCED PATTERN DRAFTING, CUTTING AND CONSTRUCTION 3 HOURS**  
This class teaches the more advanced methods of construction and organization. Prerequisite: MATT 6573. (fall, even; spring, odd)

**6663 COSTUME DESIGN PROJECTS 3 HOURS**  
This class deals with the overall designs of specific scenes in total. All scenes dealt with contain specific costume problems. (fall)

**6763 TECHNICAL PROBLEMS OF COSTUME DESIGN 3 HOURS**  
This class focuses on specific costume requirements for a musical, opera, or three-act play. (fall, even)

**6983 GRADUATE PROJECT/PAPER OR THESIS/COSTUME DESIGN 3 HOURS**  
This class is an actual production from start to finish by the student with complete designs, time-shares, budgets, notes from production meetings, dresser assignments, production organization charts, and production follow-up paper. (Offered on demand)

**6983 GRADUATE PROJECT/PAPER OR THESIS/SCENE DESIGN 3 HOURS**  
Graduate students are required to present a proposal, secure approval of the School of Theatre, and undertake a project and corresponding written component or write a master's thesis. (Offered on demand)

**6991-4 INDEPENDENT STUDY 1-4 HOURS**  
Individual projects for graduate students in technical theatre. (Offered on demand)

# KRAMER SCHOOL OF NURSING

## MASTER OF SCIENCE IN NURSING (NURS)

### 5103 THEORETICAL FOUNDATIONS OF ADVANCED NURSING PRACTICE 3 HOURS

Analysis and evaluation of nursing theories and their application to practice, administration, education, and research.

### 5123 NURSING INFORMATICS 3 HOURS

Collection, processing, and communication of information for the support of nursing practice, administration, education, and research through records and database management, media, and other technologies.

### 5153 THE ADULT LEARNER 3 HOURS

Application of theories of adult growth and development and adult learning theories to design strategies for meeting the educational needs of generationally diverse clients.

### 5203 CURRICULUM DEVELOPMENT IN NURSING EDUCATION 3 HOURS

Domains of learning and curriculum theory, design, implementation, and evaluation of nursing education curricula. Analysis of selected curricula using established standards.

### \*5313 SEXUAL ISSUES IN COUNSELING AND THERAPY 3 HOURS

This course focuses on psychosexual development throughout the life span, interviewing and counseling techniques, and sexual therapy for sexual dysfunctions, addictions, paraphilias, and challenges related to aging and illness. Cross-listed with ABS 5313.

### 5403 TEACHING STRATEGIES FOR NURSING 3 HOURS

Educational theories and strategies for teaching and learning are integrated to address diverse needs and learning styles. The influence of legal and ethical issues on education is also addressed. Prerequisite: NURS 5153.

### 5503 ADVANCED PATHOPHYSIOLOGY AND PHARMACOLOGY 3 HOURS

Expansion of the experienced professional nurse's knowledge of pathophysiology and pharmacology to prepare for advanced nursing roles.

### 5653 ADVANCED CLINICAL NURSING 3 HOURS

Clinical practicum and seminar designed and arranged by students with faculty approval to develop additional expertise in an identified area of professional practice.

### 5703 ETHICS AND HEALTH CARE POLICY 3 HOURS

Nursing and health care public policy development from agenda setting, policy formation, policy implementation, and policy evaluation at the national, state, and local levels by application of the ethics theories of deontology, teleology, and virtue ethics.

### 6001-3 INDEPENDENT STUDY IN ADVANCED NURSING 1-3 HOURS

Variable course content designed to meet specific student needs. Requires permission of professor.

### 6153 NURSING EDUCATION EVALUATION STRATEGIES 3 HOURS

Theories and strategies for evaluation of learning in classroom and clinical environments. Prerequisite: NURS 5203

### 6303 ADMINISTRATION OF NURSING SERVICES 3 HOURS

Analysis of organizational theory and structure, organizational psychology, personnel and operations management, and organizational change within nursing care delivery systems.

### 6323 ADVANCED NURSING RESEARCH 3 HOURS

Development of a research or scholarly project proposal that contributes to nursing knowledge to enhance practice, education, administration, or research. Analysis of quantitative and qualitative research methodologies, theories of evidence based practice, and application of problem-solving in professional practice. Prerequisites: Statistics course and NURS 5103.

### 6503 NURSING EDUCATION PRACTICUM 3 HOURS

Seminar and practicum experiences designed and arranged by the student with faculty approval, to provide guided practice in planning, providing, and evaluating nursing education. Prerequisite: Completion of at least 12 credit hours toward the M.S.N., including completion of or concurrent enrollment in the 12 credit hours of core courses for the Nursing Education track.

### 6603 MASTER'S PROJECT 3 HOURS

Implementation of the project developed in Advanced Nursing Research with production of a final scholarly product. Prerequisite: NURS 6323 and completion of at least 18 credit hours toward the M.S.N.

### 6613 MASTER'S THESIS 3 HOURS

Implementation of the study developed in Advanced Nursing Research with production of a final written thesis. Prerequisite: NURS 6323 and completion of at least 18 credit hours toward the M.S.N.

### 6623 NURSING ADMINISTRATION CAPSTONE PROJECT 3 HOURS

Seminar and practicum experience designed and arranged by the student with faculty approval to provide experience with administration of personnel, finances, and operations at the executive level. The student is responsible for developing a project with faculty approval to complete during these practicum hours that provides an opportunity to demonstrate synthesis of knowledge acquired throughout the program. Prerequisites: Completion of at least 18 credit hours towards the M.S.N., including or concurrent with NURS 6503.

### 6703 MASTER'S PROJECT (CONTINUED ENROLLMENT) 3 HOURS

Implementation of the project developed in Advanced Nursing Research with production of a final scholarly product. Prerequisites: NURS 6323 and completion of at least 18 credit hours toward the M.S.N.

### 6713 MASTER'S THESIS (CONTINUED ENROLLMENT) 3 HOURS

Implementation of the study developed in Advanced Nursing Research with production of a final written thesis. Prerequisites: NURS 6323 and completion of at least 18 credit hours toward the M.S.N.

## DOCTOR OF NURSING PRACTICE (D.N.P.) (NURS)

### 7103 PHILOSOPHY OF SCIENCE 3 HOURS

This course is focused on the understanding of current methods of epistemology as interpreted through an understanding of the history of science. The role of the scientist and scholar are explored as natural outcomes of professional development both in individuals and in the discipline. An understanding of the current state of

science, post modernism, and future trends is gained by exploring cross disciplinary methods of generation of knowledge.

**7113 ADVANCED HEALTH CARE POLICY 3 HOURS**

This course focuses on advanced health care policy formulation and trends at local, state, national, and international levels. Students interpret multiple complex influences on the regulation, funding, and delivery of health care. These influences may include economics, culture, the media, health care reform, politics and special interests, environment, ethics, and other issues. Special attention is given to political and professional strategies for creating and enacting effective policy change.

**7123 ADVANCED THEORY DEVELOPMENT 3 HOURS**

This course explores various approaches to theory development. Strategies for concept identification, specification of relationships, and theory clarification are discussed. Students explore theory construction, application, evaluation, and testing, as well as the relationship between theory development and research. The coursework involves production of a midrange theory. Prerequisite: NURS 5103.

**7212 TRANSCULTURAL HEALTH CARE 3 HOURS**

This course explores meanings and expressions of person, health, illness, nursing, and caring in clients with diverse cultural backgrounds. Patterns of human interaction that foster health and quality of life are analyzed. Health-damaging patterns of interaction, such as stereotyping, discrimination, and marginalization are examined within a theoretical framework and submitted to ethical reflection. Students engage in dialogue and networking with providers and consumers to understand the context of transcultural health care.

**7231-3 GRANT WRITING 1-3 HOURS**

This course deals with the search for and procurement of funds from both public and private grant funding sources. Topics include interpretation of instructions, producing a successful proposal, the proposal review process, managing grants received, and writing reports.

**7253 TRANSLATIONAL RESEARCH AND EVIDENCE-BASED PRACTICE 3 HOURS**

This course integrates research into practice with a focus on identifying, summarizing, and appraising evidence for best practices. Students explore such issues as the identification of practice and system problems, evaluation of research studies and systematic reviews, development and implementation of evidence-based practice guidelines, and use of evidence-based practice to improve outcomes for clients and health care systems.

**8413 POPULATION HEALTH 3 HOURS**

This course examines health care issues related to populations. Measures of population health and global health indicators are applied to evaluate the health status of selected populations. Students explore global and lifespan health care issues with an emphasis on factors that create vulnerability for specific populations. The influence of moral, ethical, economic, and access issues on the health of populations is examined. The effects of emerging health threats to populations are identified.

**8423 CLINICAL PRACTICE MANAGEMENT AND INFORMATION SYSTEMS 3 HOURS**

This course provides an overview of issues relevant to managing a clinical practice. Topics include personnel and facilities management; business and other permits; licensing and liability concerns; vendors and supplies; hazardous waste disposal; contracts with third party payers; billings and collections; marketing and customer

service; and other aspects of practice management. Students also learn about medical records systems; data sharing with labs, hospitals, and third party payers; inventory software; computerized financial systems; and other aspects of data management.

**8443 ADVANCED CLINICAL PRACTICUM I 3 HOURS**

This course provides individualized experience that enhances clinical expertise in the selected advanced practice specialty role. The student selects a practice environment with approval of faculty and develops objectives that demonstrate integration of knowledge gained in the program. Prerequisite: completion of at least 18 credit hours.

**8453 ADVANCED CLINICAL PRACTICUM II 3 HOURS**

This course provides an opportunity for the student to continue the Advanced Clinical Practicum I experience or develop a new focus. The student selects a practice environment with approval of faculty and develops objectives that demonstrate synthesis of knowledge gained in the program. Prerequisite: NURS 8443.

**9103 DNP CAPSTONE PROJECT 3 HOURS**

The student designs and implements a doctoral nursing practice project related to a selected population or practice environment. Prerequisite: completion of all coursework except NURS 8443 and NURS 8453.

## DOCTOR OF NURSING PRACTICE (D.N.P.) (NURS)

**7103 PHILOSOPHY OF SCIENCE 3 HOURS**

This course is focused on the understanding of current methods of epistemology as interpreted through an understanding of the history of science. The role of the scientist and scholar are explored as natural outcomes of professional development both in individuals and in the discipline. An understanding of the current state of science, post modernism, and future trends is gained by exploring cross disciplinary methods of generation of knowledge.

**7113 ADVANCED HEALTH CARE POLICY 3 HOURS**

This course focuses on advanced health care policy formulation and trends at local, state, national, and international levels. Students interpret multiple complex influences on the regulation, funding, and delivery of health care. These influences may include economics, culture, the media, health care reform, politics and special interests, environment, ethics, and other issues. Special attention is given to political and professional strategies for creating and enacting effective policy change.

**7123 ADVANCED THEORY DEVELOPMENT 3 HOURS**

This course explores various approaches to theory development. Strategies for concept identification, specification of relationships, and theory clarification are discussed. Students explore theory construction, application, evaluation, and testing, as well as the relationship between theory development and research. The coursework involves production of a midrange theory. Prerequisite: NURS 5103.

**7212 TRANSCULTURAL HEALTH CARE 3 HOURS**

This course explores meanings and expressions of person, health, illness, nursing, and caring in clients with diverse cultural backgrounds. Patterns of human interaction that foster health and quality of life are analyzed. Health-damaging patterns of interaction, such as stereotyping, discrimination, and marginalization are examined within a theoretical framework and submitted to ethical

reflection. Students engage in dialogue and networking with providers and consumers to understand the context of transcultural health care.

**7231-3 GRANT WRITING 1-3 HOURS**

This course deals with the search for and procurement of funds from both public and private grant funding sources. Topics include interpretation of instructions, producing a successful proposal, the proposal review process, managing grants received, and writing reports.

**7243 ORGANIZATIONAL AND LEADERSHIP THEORY 3 HOURS**

This course examines the theoretical basis for behaviors displayed by organizations and the personnel within them. Students explore leadership strategies for producing successful outcomes by analyzing organizational structure, change theory, reward systems, environmental psychology and culture, and other related factors. Patterns and predictors of behaviors within and between formal organizations are analyzed and interpreted by the application of theory and research findings.

**7303 ADVANCED BIOETHICS 3 HOURS**

This course applies philosophical approaches to the development of bioethical reasoning in terms of metaethics and normative ethics. Students consider how the interplay of abstract

**7403 STATISTICAL ANALYSIS I 3 HOURS**

This course covers intermediate statistical analysis, including the logic of statistical inference, probability and sampling, tests of statistical hypotheses, error theory, confidence interval estimates and procedures, introduction to analysis of variance, and selected nonparametric methods. The content also addresses bivariate correlation techniques, measures of association, and simple linear regression. Students use selected statistical computing software for relevant data analysis. Prerequisite: an introductory statistics course.

**7503 HIGHER EDUCATION ISSUES AND TRENDS 3 HOURS**

This course focuses on issues in post-secondary education in the United States and abroad. Students explore the history of higher education, trends, legal concerns, the evolution of curriculum and educational philosophies, private versus public funding, college and university governance, tenure, academic freedom, and other topics.

**7543 EVALUATION OF EDUCATIONAL EFFECTIVENESS 3 HOURS**

This course focuses on development and implementation of various methodologies for evaluation of educational effectiveness. Integration of professional, ethical, and legal implications facilitates development of methods and strategies that advance the quality of the educational environment. Analysis of research concerning the impact of evaluation processes provides a foundation for evidence-based practices. Prerequisite: MSN with an education focus or nurse educator certification.

**8103 QUALITATIVE RESEARCH METHODS 3 HOURS**

This course examines qualitative research as an approach to the generation of knowledge. Students will analyze philosophical foundations and relationships between research questions and specific qualitative methods. Threats to reliability and validity of qualitative research are evaluated. Integrated into all aspects of research are considerations of ethics, human and animal protections, and scientific integrity. Prerequisite: NURS 6323.

**8203 QUANTITATIVE RESEARCH METHODS 3 HOURS**

This course examines research designs for description, exploration, correlation, and causal inference. Threats to research validity are analyzed, as are issues of design sensitivity and power, in experimental, quasi-experimental, and non-experimental methods. Integrated into all aspects of research are considerations of ethics, human and animal protections, and scientific integrity. Prerequisites: NURS 6323 and NURS 7403.

**8403 STATISTICAL ANALYSIS II 3 HOURS**

This course deals with selected multivariate procedures including, but not limited to, multifactor analysis of variance and covariance; complex hypothesis testing; multiple, partial, and curvilinear correlation and regression; and sampling theory applied to regression analysis and correlation coefficients. Students expand their ability to use statistical computing software for data analysis of greater complexity. Prerequisite: NURS 7403

**8503 TESTING AND MEASUREMENT 3 HOURS**

This course examines the processes of testing and measurement in the educational environment. Methodological and statistical analysis of instruments and evaluation results is emphasized. Professional, ethical, and legal implications are examined in the development and selection of effective testing and measurement instruments. Analysis of research concerning testing and measurement tools provides a basis for development and selection of instruments. Prerequisites: MSN with an education focus or nurse educator certification; NURS 8203; NURS 7403.

**8513 TECHNOLOGY IN INSTRUCTIONAL DESIGN 3 HOURS**

This course explores technology that is available to enhance instructional design. The theoretical aspect of instructional technology is examined. Current technologic instructional methods are discussed and the influence of instructional technology on learning outcomes is examined based on theoretical support. Each student has the opportunity to design and evaluate curricular materials that include technologic innovations.

**8543 NURSING EDUCATION ADMINISTRATION 3 HOURS**

This course focuses on personnel, financial, regulatory, and operations management of nursing education units in a variety of settings including academia, health care agency education departments, and client education agencies. Students examine the relationship of the education unit to the parent organization.

**9903 DISSERTATION SEMINAR 3 HOURS**

During this course the student engages in the writing of the dissertation proposal and prepares it for defense. Prerequisite: satisfactory completion of the Candidacy Exam.

**9913 DISSERTATION I 3 HOURS**

**9923 DISSERTATION II 3 HOURS**

**9933 DISSERTATION III 3 HOURS**

**9941-3 DISSERTATION IV 3 HOURS**

During this series of courses the student proceeds with data collection and analysis, interpretation of results, and writing and defense of the final dissertation. A minimum of 9 credit hours (NURS 9913, 9923, and 9933) is required for the dissertation. The student registers for each consecutive course during every semester, including summers, when working on the dissertation. If the dissertation and defense are not completed by the end of NURS 9933, the student must enroll every semester thereafter in NURS 9941-3 until the dissertation is completed. Prerequisites: NURS 9903 and formal approval of the dissertation proposal.





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## ACADEMIC DEANS

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School of American Dance and  
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Marvel L. Williamson, Dean, Kramer  
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Melanie Shelley, Associate Dean, School  
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## UNIVERSITY LEADERSHIP

James Abbott, Assistant Vice President,  
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**Liz Hedrick, Associate Vice President, Administrative Services/Chief Human Resources Officer** • B.A., M.Ed., University of Oklahoma.

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**Vicki Patterson, Director of External Relations, State of Texas** • B.S.E., Henderson State University; M.S.E., University of Central Arkansas.

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**Victoria K. Swinney, Director, Dulaney-Browne Library** • B.A., Wartburg College; M.L.I.S., University of Oklahoma; M.A., Middlebury College; Ph.D., Texas Woman's University.

## THE FACULTY

### PETREE COLLEGE OF ARTS AND SCIENCES

**Mark Y. A. Davies, Dean**

**Stuart John Asprey, Assistant Professor of Art** • B.A., Humboldt State University; M.F.A., University of Oklahoma. 2009-

**Susan C. Barber, Professor of Biology, Associate Provost** • B.S., Howard Payne University; M.S., Oklahoma State University; Ph.D., University of Oklahoma. 1983-

**Regina J. Bennett, Associate Professor in English** • B.A., Ph.D., University of Oklahoma; M.L.A., Oklahoma City University. 1996-

**Sharon Betsworth, Associate Professor** • B.A., Luther College; M.Div., Wesley Theological Seminary; Th.M., Princeton

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**John Curtis Branch, Professor of Biology** • B.S., Northwestern Oklahoma State University; M.S., Ph.D., University of Oklahoma; J.D., Oklahoma City University. 1964-

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**Jacques Buttin, Associate Professor of Modern Languages** • Licence des Lettres d'Anglais, Licence de Linguistique, Grenoble, France. 1969-

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**Carter Blue Clark, Professor of History** • B.A., M.A., Ph.D., University of Oklahoma. 1998-

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**Jerry Stewart, Associate Professor of Photography** • B.A., B.S., Jacksonville State University; M.F.A., Georgia State University. 1991-

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## MEINDERS SCHOOL OF BUSINESS

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**Jane Austin, Associate Professor of Accounting** • B.S., M.B.A., Central State University; Ed.D., Oklahoma State University; C.P.A. 1981-

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## ANN LACY SCHOOL OF AMERICAN DANCE AND ARTS MANAGEMENT

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## WANDA L. BASS SCHOOL OF MUSIC

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## SCHOOL OF THEATRE

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**A**

Academic Appeals  
 Meinders School of Business, 71  
 Petree College of Arts and Sciences, 44  
 Wimberly School of Religion, 60

Academic Deans, 120

Academic Dismissal, 36

Academic Honesty, 33

Academic Load  
 Meinders School of Business, 71  
 Petree College of Arts and Sciences, 44  
 Wimberly School of Religion, 60

Academic Probation and Dismissal, 36  
 Business and Accounting, 70  
 Dance, 77  
 Music, 80  
 Nursing, 87  
 Theatre, 84

Academic Regulations, 29  
 General Requirements, 30

Acceptance of Candidacy, 12  
 Ann Lacy School of American Dance and  
 Arts Management, 76  
 Bass School of Music, 79  
 Education, 53  
 Meinders School of Business, 70  
 Wimberly School of Religion, 60

Accounting, 68

Accreditation, 7

Adding Courses, 16, 30

Administrators, 120

Admission Inquiries, 12

Admission Procedure, 12  
 Application, 12  
 Application Fee, 12  
 General Admission Policy, 12  
 International Student Admission, 13  
 Nondegree-Seeking Students, 12  
 Readmission, 36  
 Recommendations, 12  
 Transcripts, 12  
 Transfer Credit, 12

Admission Requirements, 12  
 Ann Lacy School of American Dance and  
 Arts Management, 76  
 Bass School of Music, 79  
 Kramer School of Nursing, 87  
 Meinders School of Business, 69  
 Petree College of Arts and Sciences  
 Applied Behavior Studies, 51  
 Creative Writing, 54  
 Criminology, 55  
 Health and Human Performance, 56  
 Liberal Arts, 47  
 Mass Communications Program  
 in Singapore, 46  
 Nonprofit Leadership, 49  
 TESOL, 50  
 Wimberly School of Religion,  
 Master of Religious Education, 56  
 School of Law, 74  
 School of Theatre, 84

Advising  
 Meinders School of Business, 70  
 TESOL, 50

Alcohol and Drug Education, 26

Ann Lacy School of American Dance  
 and Arts Management, 75  
 Acceptance to Candidacy, 76  
 Admission Requirements, 76  
 Dance, 25  
 Faculty, 124  
 Graduate Committee, 76  
 Graduation Levels, 77  
 Master of Fine Arts in Dance, 76, 77  
 Post-Thesis Presentation and Review, 77  
 Pre-Thesis Review, 77  
 Probation Policy, 77  
 Seniors and Graduate Courses, 76  
 Thesis, 77

Apartment Living, 23

Appeals  
 Academic Dismissal, 36  
 Meinders School of Business, 70  
 Academic Honesty, 33  
 Grievance Procedure for Grade Appeal, 35  
 Petree College of Arts and Sciences, 44  
 Wimberly School of Religion, 60  
 Plagiarism, 33

Application Fee, 12

Application for Admission, 12

Applied Behavioral Studies, 51

Area Map, 4

Arts and Sciences, School of  
 see Petree College of Arts and Sciences

Assessment, 8

Assistant/Associate Deans, 120

Association of Collegiate Business  
 Schools and Programs, 7

Athletics, 24

Attendance, 30  
 and Financial Aid, 18  
 Meinders School of Business, 71

Auditing Courses, 31

**B**

Banning Hall, 23

Bass School of Music, 78  
 Academic Regulations, 80  
 Acceptance of Candidacy, 79  
 Accreditation, 7  
 Admission Procedures, 79  
 Admission Requirements, 79  
 Advisory Examination and Audition, 79  
 Applied Music Attainment Level, 80  
 Audition, 79  
 Comprehensive Review, 79  
 Concurrent Enrollment, 79  
 Electives, 80  
 Enrollment Restriction, 80  
 Faculty, 124  
 Graduate Committee, 79  
 Graduate Degrees  
 Master of Music  
 Conducting, 82  
 Music Composition, 81  
 Music Theater, 81  
 Opera Performance, 81  
 Performance, 82  
 Vocal Coaching, 82  
 Language Proficiency, 82  
 Recital/Recital Paper, 80  
 Seniors and Graduate Courses, 79

Board of Trustees, 120

Bookstore Book Bucks, 17

Busey Institute for Enterprise  
 & Leadership, 63

Business Administration, 64

Business School  
 see Meinders School of Business

**C**

C. G. Jung Lectureship, 26

Campus Map, 3

Campus Police, 26

Campus Technology Services, 41

Cancellation of Courses Policy, 32

Candidacy, 12  
 Ann Lacy School of American Dance and  
 Arts Management, 76  
 Bass School of Music, 79  
 Education, 53  
 Meinders School of Business, 70  
 Wimberly School of Religion, 60

Career Services, 42

Center for Interpersonal Studies  
 Through Film and Literature, 40

Certificate in Creative Writing, 54

Certification Studies in the United  
 Methodist Church, 59

Cheer and Pom, 25

Cokesbury Court Apartments, 23

Commencement, 36

Comprehensive Examinations  
 TESOL, 50

Computer and Information Resources, 41

Computer Labs, 41

Computer Science, 71

Concurrent Undergraduate and  
 Graduate Enrollment, 13  
 Ann Lacy School of American Dance and  
 Arts Management, 76  
 Bass School of Music, 79

Continuing Professional Education  
 Program, 63

Core Beliefs and Values, 8

Corporate Directors Institute, 63

Corporate Education Benefits Program, 20

Counseling, 26  
 see also Advising, Applied  
 Behavioral Studies

Course Cancellation Policy, 32

Course Descriptions, 92  
 Accounting, 103  
 Applied Behavioral Studies, 98  
 Arts Management, 110  
 Computer Science, 104  
 Criminology, 100  
 Dance, 110  
 Economics, 106  
 Education  
 Applied Behavioral Studies, 98  
 Early Childhood Education, 99  
 Elementary Education, 99  
 Graduate Education, 100

Finance, 106

Health and Human Performance, 101

Information Technology, 107

Interdepartmental, 96

Liberal Arts, 93

Management, 107  
Marketing, 109  
Mass Communications Program  
in Singapore, 92  
Music, 111  
Nonprofit Leadership, 96  
Nursing, 116  
Project Management, 110  
Religious Education, 102  
Teaching English to Speakers of Other  
Languages (TESOL), 97  
Theatre, 114  
Course Numbering Systems, 31  
Creative Writing, 54  
Criminology, 55  
Cultural Enrichment Events, 26

## D

Dance, 25  
see also Ann Lacy School of American  
Dance and Arts Management  
Degree Requirements, 30  
see also Ann Lacy School of American  
Dance and Arts Management; Bass  
School of Music; Kramer School of  
Nursing; Meinders School of Business;  
Petree College of Arts and Sciences;  
School of Adult and Continuing Education;  
School of Theatre; Wimberly School of  
Religion and Graduate Theological Center  
Degree Programs, Graduate, 10  
Delta Mu Delta Business Honorary  
Society, 24  
Directions to Oklahoma City University, 4  
Disability Services  
see Student Health and Disability  
Services Office  
Discipline, Student, 30  
Dismissal, 36  
Distinguished Speakers Series, 26  
Diversity, 9  
Doctor of Nursing Practice, 88  
Doctor of Philosophy, Nursing, 89  
Draper Hall, 23  
Dropping Courses, 16, 30  
Drug and Alcohol Education, 26  
Dulaney-Browne Library, 41  
Faculty, 126

## E

Early Childhood Education, 53  
Elementary Education, 53  
ELS Language Centers, 42  
E-mail, 16, 41  
Emeritus Faculty, 126  
Endowed Chairs and Professorships, 20  
Endowed Scholarships, 19  
English Proficiency, 13  
Examinations  
Final, 32  
Expenses and Financial Aid, 14  
Extracurricular Activities, 24

## F

Faculty, 121  
Faculty Emeritus, 126  
Falsification of Records  
see Academic Honesty  
Family Educational Rights and  
Privacy Act of 1974, 27  
Federal Financial Aid Programs, 19  
Fees, 15  
Film Institute, 26  
Final Examinations, 32

Finance, 66  
Financial Aid Programs, 19  
Financial Assistance, 17, 19  
Financial Information, 15  
Application Procedures, 17  
Assistance Available, 17  
Bookstore Book Bucks, 17  
Eligibility, 17  
Endowed Scholarships, 19  
Fees, 15  
Payment of Tuition, 15  
Refund Distribution, 18  
Renewal, 19  
Return of Unearned Federal Funds, 18  
Satisfactory Academic Progress (SAP), 18  
Tuition Adjustments, 16  
Withdrawals, 16  
Financial Support, International Students, 13  
Food Service, 23

## G

Gift Scholarships, 20  
Grade Appeal, 35  
Grade Points, 31  
Graduate Admission, 11  
Graduate Certificate in Creative Writing, 54  
Graduate Degree Programs, 10  
Graduation Honors, 37  
Graduation Procedures and  
Commencement, 36  
Great Wall M.B.A. Program, 40  
Grievance Procedure for Grade Appeal, 35  
Guidelines for the Graduate Thesis, 33

## H

Health Administration, 66  
Health and Human Performance, 56  
Health Service  
see Student Health Service and  
Disability Concerns  
Higher Learning Commission of the  
North Central Association of Colleges  
and Schools, 7, 130  
History of the University, 7  
Honesty, 33  
Honorary Organizations, 24  
Housing, 23  
Human Resources, 66

## I

Identification Cards, 17  
IELTS, 13  
Incomplete Courses, 31  
Petree College of Arts and Sciences, 44  
Wimberly School of Religion and  
Graduate Theological Center, 60  
Information Technology, 67  
Insurance, 27  
for International Students, 16  
International Business and Finance, 67  
International Education, 39  
International Students  
Admission, 13  
ELS Language Centers, 13, 42  
English Proficiency, 13  
Fees, 15  
Financial Support, 13  
Organizations, 24  
Transcript Evaluation, 13  
Intramural Sports, 25

## J

J.D./M.B.A., 65  
Junior Varsity Athletics, 24

## K

Kramer School of Nursing, 86  
Academic Probation, 87  
Accreditation, 7  
Admission Requirements  
and Prerequisites, 87  
Course Descriptions, 116  
Doctor of Nursing Practice, 88  
Doctor of Philosophy, 89  
Eligibility, 87  
Faculty, 125  
Master of Science in Nursing, 87  
M.S.N./M.B.A., 87  
Master's Thesis or Capstone Project, 88  
Off-Campus Site, 87

## L

Law School Accreditation, 7  
Learning Enhancement Center, 42  
Liberal Arts, 46  
Library, Dulaney-Browne, 41  
Faculty, 126  
Love's Entrepreneurship Center, 63

## M

Maps  
Campus, 3  
Oklahoma City Area, 4  
Marketing, 68  
Mass Communications, 46  
Master of Arts in Applied Sociology—  
Nonprofit Leadership, 49  
Master of Arts in Mass Communications, 46  
Master of Arts in Teaching English to  
Speakers of Other Languages (TESOL), 50  
Master of Arts in Technical Theatre—  
Costume Design, 85  
Master of Arts in Technical Theatre—  
Scene Design, 85  
Master of Arts in Theatre, 85  
Master of Arts in Theatre for  
Young Audiences, 85  
Master of Business Administration, 65  
Finance, 66  
Generalist, 65  
Health Administration, 66  
Human Resources, 66  
In China, 40  
Information Technology, 67  
International Business and Finance, 67  
International Business and  
Information Technology, 67  
International Business and  
Marketing, 67  
J.D./M.B.A., 65  
Marketing, 68  
M.S.N./M.B.A., 65  
Project Management, 68  
Master of Education, 53  
Applied Behavioral Studies, 51  
Early Childhood Education, 53  
Elementary Education, 53  
Master of Fine Arts in Creative Writing, 54  
Master of Fine Arts in Dance, 76  
Master of Liberal Arts, 46  
Master of Music, 81  
Master of Science in Accounting, 68  
Master of Science in Computer Science, 71  
Master of Science in Criminology, 55  
Master of Science in Health and  
Human Performance, 56  
Meinders School of Business, 62  
Academic Advising, 70  
Academic Appeal Process, 71

Academic Load, 71  
 Accreditation, 7  
 Attendance Policy, 71  
 Busey Institute for Enterprise & Leadership, 63  
 Candidate for Degree, 70  
 Continuing Professional Education Program, 63  
 Corporate Directors Institute, 63  
 Curriculum Sequence, 70  
 Dismissal Policy, 70  
 Eligibility for Graduation, 71, 72  
 Facilities, 63  
 Faculty, 123  
 Foundation Courses, 65, 69  
 International Students, 69  
 J.D./M.B.A., 65  
 Love's Entrepreneurship Center, 63  
 Master of Business Administration, 64  
   Accelerated, 64  
   Finance, 66  
   Generalist, 65  
   Health Administration, 66  
   Human Resources, 66  
   In China, 40  
   Information Technology, 67  
   International Business and Finance, 67  
   International Business and Information Technology, 67  
   International Business and Marketing, 67  
   J.D./M.B.A., 65  
   Marketing, 68  
   M.S.N./M.B.A., 65  
   Pre-M.B.A. Courses, 65  
   Traditional On-Campus, 64  
 Master of Science in Accounting, 68  
   Degree Requirements, 68  
   Foundation Requirements, 68  
 Master of Science in Computer Science, 71  
   Academic Regulations, 72  
   Degree Requirements, 72  
     Database Systems Track, 72  
     General Track, 72  
   Graduation Requirements, 72  
   Students with Three-Year Undergraduate Degrees, 71, 72  
   Undergraduate Prerequisites, 71  
 M.S.N./M.B.A., 65  
 Policies, 69  
 Probation Policy, 70  
 Steven C. Agee Economic Research and Policy Institute, 64  
   Transfer Policy, 70  
 Memberships, University, 8  
 Mission, 8  
 Montessori Accreditation, 7  
 Montessori Certification, 53  
 Music, 25  
   see also Bass School of Music  
 Music Theater, 81

## N

National League of Nursing Accrediting Commission, 7  
 Neustadt Lectures, 26  
 Nondegree-Seeking Student Admission, 12  
 Nonprofit Leadership, 49  
 Nursing  
   see Kramer School of Nursing  
 Nursing Honor Society, 24

## O

Officers of the University, 120  
 Oklahoma Board of Nursing, 7  
 Oklahoma City, 9  
 Oklahoma City Map, 4  
 On-campus Housing, 23  
 Organizations, 24  
 Outdoor Adventures, 25

## P

Payment of Tuition, 15  
 Personal Counseling, 26  
 Petree College of Arts and Sciences, 43  
   Academic Appeals, 44  
   Academic Policies, 44  
   Accreditation  
     Montessori, 7  
     Teacher Education Program, 7  
   Admission Requirements  
     Graduate Certificate in Creative Writing, 54  
     School of Adult and Continuing Education, 46  
     Master of Arts in Applied Sociology—Nonprofit Leadership, 49  
     Master of Arts in Teaching English to Speakers of Other Languages, 50  
     Master of Education in Applied Behavioral Studies, 51  
     Master of Fine Arts in Creative Writing, 54  
     Master of Religious Education, 59  
     Master of Science in Criminology, 55  
     Master of Science in Health and Human Performance, 56  
   Course Descriptions, 92  
   Course Load, 44, 57  
   Faculty, 121  
   Graduate Degrees, 43  
     Master of Arts in Applied Sociology—Nonprofit Leadership, 49  
     Master of Arts in Mass Communications, 46  
     Master of Arts in Teaching English to Speakers of Other Languages, 50  
     Master of Education in Applied Behavioral Studies, 51  
     Professional Counseling, 52  
     Early Childhood Education, 53  
     Elementary Education, 53  
     Master of Fine Arts in Creative Writing, 54  
     Master of Liberal Arts, 46  
     Master of Religious Education, 59  
     Master of Science in Criminology, 55  
     Master of Science in Health and Human Performance, 56  
   Incomplete Policy, 44, 60  
   Independent Study/Directed Readings Hours, 44  
   Montessori Certification, 53  
   Readmission, 44  
   Required G.P.A., 46  
   Residency Requirement, 44  
   School of Adult and Continuing Education, 45  
   School of Liberal Arts and Sciences, 48  
   Time Limit to Complete Degree, 44  
   Transcript Requirements, 43  
   Transfer Credits, 44  
   Wimberly School of Religion, 58  
 Phi Kappa Phi, 24, 37  
 Plagiarism, 33

Police, 26  
 Policy on Sexual Harrassment, 27  
 Pom, 25  
 Privacy Policy, 27  
 Probation and Dismissal, 36  
 Problem in Lieu of Thesis, 55  
 Project Management, 68

## R

Readmission to the University, 36  
 Records and Transcripts, 32  
 Records, Falsification  
   see Academic Honesty  
 Refund Distribution, 18  
 Religion, School of  
   see Wimberly School of Religion and Graduate Theological Center  
 Religious Life, 23  
 Religious Organizations, 23  
 Religious Services, 23  
 Renewal of Financial Aid, 19  
 Repeating Courses, 31  
 Residence Halls, 23  
 Residency Requirements, 30  
   Petree College of Arts and Sciences, 44  
   Wimberly School of Religion and Graduate Theological Center, 60  
 Return of Unearned Federal Title IV Funds, 18  
 Rules Governing Payment of Tuition, 15

## S

SAP (Satisfactory Academic Progress Policy), 18  
 Saint Paul School of Theology at Oklahoma City University, 7  
 Scholarships, Endowed, 19  
 School of Adult and Continuing Education, 45  
 School of Law, 73  
   Accreditation, 7  
   Admissions, 74  
   Catalog, 74  
   J.D./M.B.A., 65  
   Student Discipline, 30  
 School of Liberal Arts and Sciences, 48  
 School of Music  
   see Bass School of Music  
 School of Theatre, 83  
   Admission Policy, 84  
   Faculty, 84, 125  
   General Regulations, 84  
   Graduation Requirements, 84  
   Master of Arts in Technical Theatre—Costume Design, 85  
   Master of Arts in Technical Theatre—Scene Design, 85  
   Master of Arts in Theatre, 85  
   Master of Arts in Theatre for Young Audiences, 85  
   Prerequisites, 84  
   Probation Policy, 84  
   Program Description, 84  
 Sexual Harassment Policy, 27  
 Sigma Alpha Iota National Professional Music Fraternity, 24  
 Sigma Tau Delta, 24  
 Sigma Theta Tau, 24  
 Singapore, Program in, 46  
 Smith Hall, 23  
 Sports  
   see Athletics  
 Steven C. Agee Economic Research and Policy Institute, 64  
 Student Assistance Services, 26

- Student Discipline, 30  
 Student Government Association, 23  
 Student Health and Disability Services, 27  
   Health Service Fee, 16  
   Insurance, 27  
 Student Life, 23  
   Extracurricular Activities, 24  
   Religious Life, 23  
 Student Organizations, 24  
 Student Privacy Policy, 27  
 Student Publications, 25  
 Student Services, 22  
 Study Abroad, 39
- T**  
 Teaching English to Speakers of Other Languages (TESOL), 50  
 Technical Theatre, 85  
 Theatre, 25  
   see also School of Theatre  
 Thesis and Capstone Project Enrollment and Grading Policy, 32  
 Thesis Guidelines, 33  
   Ann Lacy School of Dance and Arts Management, 77  
   Kramer School of Nursing, 88  
   TESOL, 51  
   Wimberly School of Religion and Graduate Theological Center, 60  
 Theta Alpha Kappa, 24  
 Time Limits, 30  
   Petree College of Arts and Sciences, 44  
   Wimberly School of Religion and Graduate Theological Center, 60  
 Transcripts, 32  
   International Student Transcript Evaluation, 13  
   Petree College of Arts and Sciences, 44
- Transfer Credit, 12  
   Meinders School of Business, 70  
   Petree College of Arts and Sciences, 44  
   TESOL, 50  
   Wimberly School of Religion and Graduate Theological Center, 60  
 Trustees, Administrators, Faculty, and Staff, 119  
 Tuition, 15  
   Adjustments, 16  
   Auditing, 15  
   Payments, 15
- U**  
 United Methodist Certification in Christian Education, 59  
 United Methodist Hall, 23  
 University, the, 7  
 University Counseling, 27  
 University Honors, 37  
 University Leadership, 120  
 University Manor Apartments, 23  
 University Memberships, 8  
 University Mission, 8  
 University Senate of the United Methodist Church, 7  
 University Services and Programs, 38  
   Career Services, 42  
   Center for Interpersonal Studies through Film and Literature, 40  
   Computer and Information Resources, 41  
   Dulaney-Browne Library, 41  
   ELS Language Centers, 42  
   International Education, 39  
   Learning Enhancement Center, 42  
   Master of Business Administration in China, 40
- University Trustees, Administrators, Faculty, and Staff, 119  
 University Vision, 2
- V**  
 Varsity Athletics, 24  
 Veterans Benefits, 16
- W**  
 Walker Hall, 23  
 Wellness, 25  
 Willson Lectureship, 26  
 Wimberly School of Religion and Graduate Theological Center, 58  
   Academic Appeals Process, 60  
   Acceptance of Candidacy, 60  
   Admission, 59  
   Certification Studies in the United Methodist Church, 59  
   Degree Requirements, 61  
   Degree Study Plan, 60  
   Incomplete Grade Policy, 60  
   Master of Religious Education, 59  
   Maximum Credits per Semester, 60  
   Project/Thesis, 60  
   Repeating Courses, 60  
   Residency, 60  
   Time Limit, 60  
   Transfer of Graduate Courses, 60  
 Withdrawal from a Course, 16, 30  
 Withdrawal from the University, 30

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